

**Merrimack School District/SAU 26  
School Board Meeting  
Preliminary Agenda  
December 19, 2022  
Merrimack High School – Cafeteria**

**6:30 p.m. NON-PUBLIC SESSION RSA 91-A:3, II (a) (b) (c) – MHS Main Office Conference Room**  
• Student Welfare

**PUBLIC MEETING**

7:00 p.m. **1. CALL TO ORDER and PLEDGE OF ALLEGIANCE** Laurie Rothhaus

7:05 p.m. **2. PUBLIC PARTICIPATION** Lori Peters

**3. RECOGNITIONS** Lori Peters

7:20 p.m. **4. INFORMATIONAL UPDATES** Lori Peters

- a. Superintendent Update
- b. Assistant Superintendent for Curriculum Update
- c. Assistant Superintendent for Business Update
- d. School Board Update
- e. Student Representative Update

**5. OLD BUSINESS** Lori Peters

7:30 p.m. **6. NEW BUSINESS** Lori Peters

- a. Discussion with School District Budget Committee
- b. Overview of Proposed 2023-2024 School District Budget
- c. Deliberative Session Dates
- d. January Meeting Dates
- e. Director of Graduation Pathways and Extended Learning Opportunities Role Description
- f. Other

Everett Olsen

9:00 p.m. **7. APPROVAL OF MINUTES** Lori Peters

- a. November 7, 2022 Public and Non-Public Minutes
- b. November 21, 2022 Public

9:05 p.m. **8. CONSENT AGENDA** Amanda Doyle

- a. Educator Nomination

9:10 p.m. **9. OTHER** Lori Peters

- a. Committee Reports
- b. Correspondence
- c. Comments

9:20 p.m. **10. PUBLIC COMMENTS ON AGENDA ITEMS** Lori Peters

9:25 p.m. **11. ADJOURN** Lori Peters

\* These times are estimates and may vary depending on discussion.

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

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

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

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

**To:** Laurie Rothhaus  
Lori Peters  
Jenna Hardy

Naomi Halter  
Ken Martin  
Kaitlyn Vadney

**From:** Everett V. Olsen, Jr. 

**Date:** December 8, 2022

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**Subject: School Board and School Budget Committee**

On Monday evening, the school district administration is looking forward to a productive discussion focusing on the academic and operational needs of the school district along with short and long-term capital improvements. It is encouraging that the school board and district administration share similar priorities with respect to addressing the current and emerging needs of our students and we look forward to discussing these priorities with you. We have prepared a few slides to help guide our conversation.

Your support and the support of the community are essential to the improvements that the administration is attempting to bring to the school district. Our focus and decisions are always on addressing the developmental needs of our students while being cognizant of our responsibilities to the taxpayers of Merrimack. We are looking forward to our discussion on Monday evening.

## COMPARATIVE ENROLLMENTS AND PROJECTION

October 31, 2022

YEAR	PRE	K	1	2	3	4	R-4	5	6	5-6	7	8	7-8	9	10	11	12	9-12	TOTAL	DIFF	SPED	HSS	TOTAL
1997-1998		35	413	381	453	415	1697	426	376	802	403	370	773	433	359	340	324	1456	4728	98	81		4809
1998-1999		38	363	424	384	457	1666	422	432	854	372	393	765	377	409	357	334	1477	4762	39	86		4848
1999-2000		24	367	365	446	396	1598	461	434	895	428	382	810	379	365	410	348	1502	4805	43	86		4891
2000-2001		28	381	368	385	450	1612	389	448	837	450	428	878	394	381	341	408	1524	4851	50	90		4941
2001-2002		25	374	389	379	388	1555	444	403	847	456	453	909	421	380	370	355	1526	4837	-19	85		4922
2002-2003		14	352	387	395	386	1534	394	421	815	399	439	838	456	424	372	378	1630	4817	-6	99		4916
2003-2004		21	341	354	377	391	1484	389	387	776	411	409	820	439	441	414	375	1669	4749	-46	121		4870
2004-2005		0	325	338	332	378	1373	377	374	751	390	415	805	407	434	431	416	1688	4617	-137	116		4733
2005-2006		243	273	330	339	340	1525	373	389	762	388	380	768	411	397	430	420	1658	4713	67	87		4800
2006-2007		221	335	269	333	349	1507	359	383	742	387	396	783	396	406	393	416	1611	4643	-64	93		4736
2007-2008		255	292	339	271	340	1497	352	361	713	383	378	761	377	388	401	402	1568	4539	-111	86		4625
2008-2009		237	335	292	330	284	1478	329	354	683	354	379	733	384	376	374	417	1551	4445	-84	96		4541
2009-2010		226	302	329	297	336	1490	286	331	617	340	356	696	383	378	367	389	1517	4320	-105	116		4436
2010-2011		215	311	302	328	301	1457	341	287	628	320	340	660	336	384	368	407	1495	4240	-82	114		4354
2011-2012		208	279	315	294	327	1423	299	344	643	286	326	612	344	331	384	392	1451	4129	-105	120		4249
2012-2013		194	269	274	324	296	1357	315	286	601	330	279	609	323	344	333	393	1393	3960	-155	134		4094
2013-2014		219	256	276	266	330	1347	285	313	598	280	324	604	285	326	344	353	1308	3857	-97	140		3997
2014-2015		213	278	256	279	275	1301	323	284	607	313	281	594	328	293	331	355	1307	3809	-78	110		3919
2015-2016		208	257	277	249	284	1275	272	306	578	278	300	578	273	330	278	343	1224	3655	-135	129		3784
2016-2017		173	262	262	284	255	1236	295	265	560	315	283	598	305	273	318	301	1197	3591	-49	144		3735
2017-2018		194	242	266	273	307	1282	263	281	544	271	325	596	290	311	275	342	1218	3640	58	153		3793
2018-2019		237	249	251	264	283	1284	297	257	554	288	272	560	307	303	311	301	1222	3620	-13	160		3780
2019-2020	151	271	274	250	250	270	1466	279	292	571	259	283	542	274	307	311	333	1225	3804	48	24	87	3915
2020-2021	102	197	259	276	238	243	1315	279	256	535	289	260	549	285	267	305	328	1185	3584	-225	19	136	3739
2021-2022	123	259	247	257	276	244	1406	243	265	508	276	281	555	262	280	271	341	1154	3623	33	13	135	3771
2022-2023	131	248	265	239	263	272	1418	245	249	494	274	269	545	277	265	279	297	1118	3575	-41	20	116	3711
PROJECTION																							
2023-2024	138	265	263	262	237	261	1426	275	235	510	258	272	530	269	274	265	305	1114	3580	5	20	135	3735
2024-2025	139	268	280	260	260	235	1442	265	265	530	243	254	497	272	266	274	292	1104	3573	-7	20	136	3729
2025-2026	140	270	283	277	258	259	1486	239	254	493	274	239	513	254	269	266	301	1090	3582	9	20	136	3738
2026-2027	141	272	285	280	275	256	1509	262	228	490	263	270	533	239	251	269	293	1052	3584	2	20	136	3740
2027-2028	145	274	287	282	278	273	1539	260	252	511	237	259	496	270	236	251	296	1053	3599	15	20	136	3755

# Focusing on the Needs of Students, Staff, and the Community

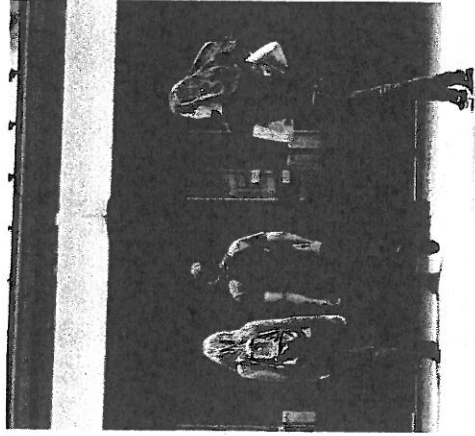
2022-2023	2022-2023	2023-2024	2023-2024
<b>BUDGET PRIORITIES</b> <ul style="list-style-type: none"> <li>• Social Emotional Learning</li> <li>• Competitive pay and benefits</li> <li>• Graduation rates and student support</li> <li>• Technology</li> <li>• Capital Improvement Plan</li> <li>• Facilities</li> </ul>	<b>SCHOOL BOARD GOALS</b> <ul style="list-style-type: none"> <li>• Create an engaged, inclusive, and collaborative district culture built on mutual trust and respect</li> <li>• Alternative pathways to graduation</li> <li>• Improve our learning outcomes by ensuring our instruction is responsive to the varied needs of our student population</li> <li>• Have facilities and equipment that are safe, secure, clean, healthy, current, and appropriate for meeting the educational needs of students and staff</li> <li>• Ongoing review of existing policies to ensure they are compliant and in alignment with district practices</li> </ul>	<b>BUDGET PRIORITIES</b> <ul style="list-style-type: none"> <li>• School Safety</li> <li>• Research based reading program</li> <li>• Filling teacher and paraeducator positions</li> <li>• Eliminating the Brentwood building</li> <li>• Analysis of current programs and sources for possible savings and reallocate to meet emerging priorities</li> <li>• Capital reserve fund</li> <li>• Performing Arts Center</li> <li>• Extended Learning Opportunities (ELO's)</li> </ul>	<b>DISTRICT ADMINISTRATION BUDGET PRIORITIES</b> <ul style="list-style-type: none"> <li>• Graduation Pathways / Extended Learning Opportunities (ELO) Director</li> <li>• Alternative pathways staff, materials, supplies</li> <li>• Curriculum updates/revisions</li> <li>• Centralized registration process (Registrar)</li> <li>• Student Interventionist/Counselor at MMS and MHS</li> <li>• Technology replacement</li> <li>• Elementary Reading/Math Specialist</li> <li>• Behavioral/Emotional Disabilities (ED) Consultant</li> <li>• Work on Competencies</li> <li>• Progress Monitoring Tools and Assessments</li> </ul>





# Supports of a Quality School System

- Highly qualified, trained, and well-prepared staff
- Robust curriculum and rigorous instruction
- Adequate provisioning of instructional supplies
- Technology, hardware, software, and infrastructure supports
- Targeted professional development



- Academic supports
- Social and emotional supports
- Clean, safe, and healthy facilities
- Co-curricular programs and activities
- Reasonable class sizes
- Competitive wages to recruit and retain quality staff
- Ancillary services (transportation, etc.)
- Timely capital improvement plan

COMMUNITY

SCHOOL BOARD

BUDGET COMMITTEE

Revised on 12-13-2022

**Merrimack School Board  
2023-2024 Budget Meetings**

<b>Date</b>	<b>Location</b>	<b>Start Time</b>	<b>Agenda</b>
<del>Monday, 12/12/22</del>	<del>MHS Cafeteria</del>	<del>7:00 p.m.</del>	<del>School Board and Budget Committee Joint Mtg</del>
Monday, 12/19/22	MHS Cafeteria	7:00 p.m.	1. <u>School Board and Budget Committee Joint Mtg</u> 2. <u>Budget to School Board</u>
Wednesday, 1/4/23	Matthew Thornton Room	7:00 p.m.	<u>School Board Meeting</u> FS, MES, RFS, TFS, JMUES
Tuesday, 1/10/2023	Matthew Thornton Room	7:00 p.m.	<u>School Board Budget Hearing</u> Student Services, MHS, District
Thursday, 1/12/2023	Memorial Room	7:00 p.m.	<u>School Board Meeting</u> Technology/Library/Media, Maintenance, MMS
Thursday, 1/19/2023	Memorial Room	7:00 p.m.	<u>School Board Budget Discussion</u> Work Session and Warrant Article Discussion

**Budget Committee  
2023-2024 Budget Meetings**

<b>Date</b>	<b>Location</b>	<b>Start Time</b>	<b>Agenda</b>
<del>September 20, 2022</del>	<del>NHMA Virtual Training</del>		<del>End of Year Budget Review</del> <del>Training for New Members</del>
<b>Tuesday, 1/24/2023</b> (snow date: 1/26/2023)	MHS Cafeteria	7:00 p.m.	<u>Budget Committee Department Budget Reviews</u> MES, RFS, TFS, JMUES, MMS, MHS
<b>Tuesday, 1/31/2023</b> (snow date 2/2/2023)	MHS Cafeteria	7:00 p.m.	<u>Budget Committee Department Budget Reviews</u> Food Service, Student Services, Technology/Library Media, Maintenance, District-wide
<b>Tuesday, 2/7/2023</b> (snow date 2/9/2023)	MHS Cafeteria	7:00 p.m.	<u>Budget Committee Meeting</u> Warrant Articles Work Session on Operating Budget
<b>Thursday, 2/16/2023 or 2/21/2023</b> (snow date 2/21/2023) Last date for hearing	MHS Cafeteria	7:00 p.m.	Last Date for Petitioned Warrant Articles Public Hearing: Budget & Monied Warrant Articles Final Recommendations

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

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

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

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

**To:** Laurie Rothhaus  
Lori Peters  
Jenna Hardy

Naomi Halter  
Ken Martin  
Kaitlyn Vadney

**From:** Everett V. Olsen, Jr.

**Date:** December 8, 2022

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**Subject: Director of Graduation Pathways and Extended Learning Opportunities**

I am requesting your approval of the job description for a new position, the Director of Graduation Pathways and Extended Learning Opportunities. I feel that we need to provide for the needs of our high school students who find a traditional graduation pathway to be a significant challenge. My intent is to hire this position during the current school year so a program that complies with New Hampshire Ed 306.21 will be in place for the 2023-2024 school year. This position will also be responsible for developing meaningful, relevant extended learning opportunities for all students at Merrimack High School. I look forward to discussing this position that I feel will serve our students well.



## **Merrimack School District**

### **Director of Graduation Pathways and Extended Learning Opportunities**

#### **Role Description**

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**TITLE:** Director of Graduation Pathways and Extended Learning Opportunities

**REPORTS TO:**

- Merrimack High School Administration
- Assistant Superintendent for Curriculum

**SUPERVISES THE FOLLOWING POSITIONS:**

- Graduation Pathways Staff

**JOB GOAL:** The Director of Graduation Pathways and Extended Learning Opportunities is responsible for the development, implementation, and coordination of the Graduation Pathways program at the Merrimack High School, along with developing valuable Extended Learning Opportunities for all students of the Merrimack School District.

**QUALIFICATIONS:**

- Current certification in the State of New Hampshire
- Master's degree in education, social work, counseling, or related field.
- Certificate of Advanced Studies (C.A.G.S.) degree preferred.
- Experience working with children or adolescents in one or more of the following areas: schools and social agencies
- Experience with Extended Learning Opportunities (ELO's) preferred

**GRADUATION PATHWAYS RESPONSIBILITIES:**

- Develop, monitor, and maintain an effective educational program consistent with state and federal guidelines
- Collaborate regularly with high school administration and high school counseling staff
- Plan, organize, and implement all alternative educational programs within the graduation pathways program
- Establish and maintain effective learning climate and norms within the graduation pathways program

- Initiate, design, and implement the curriculum and instructional practices that will best serve the needs of the students in the program
- Collaborate with high school administration and central office on concerns related to the program
- Work in conjunction with high school administration with preparation of the budget relating to the graduation pathways program
- Collaborate with the Assistant Superintendent for Curriculum to develop competencies that will allow students pathways to obtaining their high school diploma
- Prepare reports and compile data related to the program
- Communicate regularly with high school administration, staff, and parents
- Develop and monitor short and long-term goals relative to maintaining the programs effectiveness
- Communicate regularly with administrators, administrative and instructional staff relating to any instructional concerns or possible improvements within the program

#### **EXTENDED LEARNING OPPORTUNITIES (ELO) RESPONSIBILITIES:**

- Plan, organize, and direct implementation of all extended learning opportunities
- Prepare reports and compile data related to ELO's
- Communicate regularly with high school administration, staff, parents, community members, and local businesses to ensure adequate opportunities for ELO's for students of the Merrimack School District
- Monitor the progress of students participating in ELO's
- Assess existing and potential community partners for approved ELO's
- Collaborate with the counseling department, department heads, and administration to determine ELO credit and transcript language
- Provide input to High School Administration and Assistant Superintendent for Curriculum on ELO related competencies
- Responsible for observing all district policies, including enforcement of policies
- The director will work within and beyond the school day and school calendar
- Perform other related duties as assigned

#### **KEY**

N = not required

R = rarely

O = occasionally

F = frequently

C = constantly

**TERMS OF EMPLOYMENT:** Full year, salaried position

#### **Physical Activity Requirements:**

<b>Lift up to 10 lb.</b>	N	R	O	F	C
<b>Lift 11 to 25 lb.</b>	N	R	O	F	C
<b>Lift 26 to 50 lb.</b>	N	R	O	F	C
<b>Lift over 50 lb.</b>	N	R	O	F	C

Carry up to 10 lb.	N	R	O	F	C
Carry 11 to 25 lb.	N	R	O	F	C
Carry 26 to 50 lb.	N	R	O	F	C
Carry over 50 lb.	N	R	O	F	C
Twisting	N	R	O	F	C
Bending	N	R	O	F	C
Crawling	N	R	O	F	C
Squatting	N	R	O	F	C
Kneeling	N	R	O	F	C
Crouching	N	R	O	F	C
Climbing	N	R	O	F	C
Balancing	N	R	O	F	C

**Work Surface(s)**

Reach above shoulder height	N	R	O	F	C
Reach at shoulder height	N	R	O	F	C
Reach below shoulder height	N	R	O	F	C
Push/Pull	N	R	O	F	C

**Hand Manipulation**

Grasping	N	R	O	F	C
Handling	N	R	O	F	C
Fingering	N	R	O	F	C
Torquing	N	R	O	F	C

**Controls and Equipment:**

Use of typical office/classroom equipment.

**During a typical day, employee may be required to:**

	<u>Consecutive Hours</u>								<u>Total Hours</u>							
Sit	1	2	<u>3</u>	4	5	6	7	8	1	2	3	4	5	6	7	8
Stand	1	2	<u>3</u>	4	5	6	7	8	1	2	3	4	5	6	7	8
Walk	1	2	<u>3</u>	4	5	6	7	8	1	2	3	4	5	6	7	8

**Cognitive/Sensory Requirements:**

Talking:	Necessary for communicating with others.
Hearing:	Necessary for taking instruction/direction from others.
Sight:	Necessary for doing job effectively
Taste/Smell:	Smelling required to detect odors, such as natural gas, electrical smoke, etc.

**Summary of Occupational Exposures:**

Exposure to typical building-related hazards and materials.  
Exposure to outdoor exposures



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JX

Statutes, codes, and regulations

New Hampshire Adm...



Part Ed 306 - MINIM...

## N.H. Code Admin. R. Ed 306.21

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Current through Register Vol. 42, No. 47, November 24, 2022

### Section Ed 306.21 - Alternative Programs

(a) "Alternative program" means the regular delivery of the majority of a student's instruction through classroom or other methods designed to address the needs of individual students or particular groups of students that might be different from the methods of instruction used by the standard schools of the district.

(b) An alternative program may be housed in the same facility as a standard school or at a different location.

(c) An alternative program shall be:

(1) Designed to address the personalized needs of students, including, but not limited to, dropout prevention; and

(2) Approved by the local school board in a plan that:

a. States the goals of the program and curriculum to be provided;

than during the regular school day;

d. Demonstrates how the alternative program will enable the participating students to achieve the same district and graduation competencies outlined for all students and consistent with RSA 193-C:3; and

e. Explicitly detail how extended learning opportunities will be incorporated as a learning option for all students.

(d) Alternative programs for students with disabilities shall meet the requirements of Ed 1119.

(e) Prior to implementing an alternative program, a school administrative unit shall submit to the department the following:

(1) A copy of the local school board's approval, including the plan submitted;

(2) The location of the alternative program; and

(3) Copies of inspection reports from the municipal health officer and fire department if the alternative program is to be housed in a building other than an approved school.

(f) Each student participating in an alternative program shall participate in the state assessment exam, when applicable.

(g) Assignment of students to alternative programs shall be voluntary and shall require written approval from the parent or guardian.

(h) Staff assigned to alternative programs shall meet the same certification requirements as staff assigned to standard schools in accordance with Ed 306.15.

(i) Students in alternative programs shall be provided student services equivalent to those provided in standard schools including, but not limited to, food and nutrition services under Ed 306.11, health services under Ed 306.12, and guidance and counseling services under Ed 306.39.

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(l) Alternative programs which are supervised by the principal of a standard school shall be considered part of that standard school for reporting purposes under Ed 306.23, for assessment under Ed 306.24, and for school approval under Ed 306.28.

(m) Alternative programs which are supervised by a district level administrator shall be considered a separate school of the district for reporting purposes under Ed 306.23, for assessment under Ed 306.24, and for school approval under Ed 306.28.

*N.H. Code Admin. R. Ed 306.21*

Amended by Volume XXXIV Number 16, Filed April 17, 2014, Proposed by #10556, Effective 3/27/2014, Expires 3/27/2024.

*The amended version of this section by New Hampshire Register Volume 35, Number 27, eff. 6/29/2015 is not yet available.*

*The amended version of this section by New Hampshire Register Volume 36, Number 06, eff. 1/8/2016 is not yet available.*

[Previous Section](#)

[Section Ed 306.20 - Career and Technical Education Programs](#)

[Next Section](#)

[Section Ed 306.22 - Distance Education](#)

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**Merrimack School Board Meeting  
Merrimack School District, SAU #26  
Merrimack Town Hall – Matthew Thornton Room  
November 7, 2022**

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**6:00 p.m. – Non-Public Session pursuant to RSA 91-A:3, II (a) (b) (c) Merrimack TV Training Classroom**

- **Student Welfare**
- **Staff Welfare**
- **Legal**

**Present:** Chair Laurie Rothhaus, Vice-Chair Lori Peters, Board Member Ken Martin, and Board Member Naomi Halter. Also present were Assistant Superintendent for Business Matt Shevenell, Assistant Superintendent of Curriculum, Instruction, and Assessment Amy Doyle, Chief Educational Officer Olsen, and Kaitlyn Vadney, Student Representative.

**Not Present:** Board Member Jenna Hardy - Excused

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Rothhaus called the meeting to order at approximately 7:00 p.m. and led the Pledge of Allegiance.

Vice-Chair Peters said Friday was Veteran's Day and thanked all of those who have served and were currently serving in the armed forces to protect their freedoms.

**2. PUBLIC PARTICIPATION**

There were none.

**3. RECOGNITIONS**

There were none.

**4. INFORMATIONAL UPDATES**

**a. Superintendent Update**

Chief Educational Officer Olsen shared that the district had lost one of its colleagues as Victoria Moynihan had passed away the previous weekend. He called for a 30-second moment of silence. Chief Educational Officer Olsen reminded everyone that Election Day was on November 8, 2022, and urged people to be very careful driving in and out of the parking lots at the schools. Chief Educational Officer Olsen shared that the Varsity football team had advanced to the NHIAA Division I football tournament with a 14 – 6 win over Portsmouth.

Chief Educational Officer Olsen also shared that two members of the Varsity Cross Country team also competed in the NHIAA meet at Alvrine High School. He said Melanie Bedard finished 60<sup>th</sup> out of 132 runners in the 5K, and Cameron Fredette finished 20<sup>th</sup> out of 146 runners in the 5K.

Chief Educational Officer Olsen said the class of 2023 held a Halloween breakfast and Kaitlyn Vadney and Julia Thibeault participated in the Merrimack Police Department's Annual Senior Fair.

Chief Educational Officer Olsen commented that students at the Merrimack Middle School would be writing thank you notes to be delivered to the "Million Thanks Organization" just in time to be passed out to active service members and Veterans for the holidays.

58 Chief Educational Officer Olsen said Richard Loftus was going to start an intramural fitness program at  
59 the middle school during the winter months.  
60

61 Board Member Martin asked if there would be a police presence in the buildings on Election Day. Chief  
62 Educational Officer Olsen replied in the affirmative.  
63

64 Board Member Martin commented that two students from Merrimack were accepted into the Jazz All-  
65 State Band; Hikari McDowell, and Scott (Trey) Grant.  
66

67 b. Assistant Superintendent for Curriculum Update  
68

69 Assistant Superintendent of Curriculum Doyle noted that the leadership team and the administration  
70 were very committed to the continual improvement of the educational experience the Merrimack School  
71 District was providing. She said one of the protocols they discussed was how students were provided  
72 homework and practice.  
73

74 Assistant Superintendent of Curriculum Doyle stated that they had an active demo account for i-Ready  
75 and she had drafted a Curriculum Review Cycle Framework that she would share with the leadership  
76 team and the Board once everything was put into EduPlanet.  
77

78 Assistant Superintendent of Curriculum Doyle shared that the next "Vision of a Learner" committee  
79 would be held on Tuesday, November 15<sup>th</sup>. She said they would be discussing the most appropriate  
80 way to share the information with the community.  
81

82 c. Assistant Superintendent for Curriculum Update  
83

84 Assistant Superintendent for Business Shevenell commented that he attended a year-end review  
85 meeting with the Budget Committee.  
86

87 d. School Board Update  
88

89 Chair Rothhaus stated Chief Educational Officer Olsen had accepted a new two-year contract and they  
90 were very excited and felt he was an exceptional leader.  
91

92 Chair Rothhaus said the Board was also very happy with how the Merrimack School District honored  
93 Veterans. She also said the Board honored all the Veterans in the community.  
94

95 Chair Rothhaus noted that she was the NHIAA (New Hampshire Interscholastic Athletics Association)  
96 Spirit Chair, and the Merrimack Spirit team competed and did very well. She pointed out that Mr. Mike  
97 Soucy, Athletics Director, attended the competition every year and she appreciated the fact that he felt  
98 all sports teams were valued.  
99

100 e. Student Representative Update  
101

102 Ms. Vadney explained that there would be a class of 2023 fundraiser and Texas Roadhouse rolls could  
103 be ordered for Thanksgiving.  
104

105 **5. OLD BUSINESS**  
106

107 There was no old business.  
108

109 **6. NEW BUSINESS**  
110

111 a. Preliminary Discussion FY24 School Board Priorities

Chief Educational Officer Olsen stated that the Board's budget priorities in 2022 – 2023 focused on:

- Social Emotional Learning
- Competitive Pay & Benefits
- Graduation Rates & Support Staff
- Technology
- Capital Improvement Plan
- Facilities

He further stated that the School Board's goals for 2022 – 2023 were to:

- Create an Engaged, Inclusive, and Collaborative District Culture built on Mutual Trust & Respect.
- Alternative Pathways to Graduation.
- Improve our Learning Outcomes by Ensuring our Instruction is Responsive to the Varied needs of our Student Population.
- Have Facilities & Equipment that are Safe, Secure, Clean, Healthy, Current, & Appropriate for Meeting the Educational needs of Students & Staff.
- On-going Review of Existing Policies to Ensure they are Compliant and in Alignment with District Practices.

Chief Educational Officer Olsen said potential things to be considered for the 2023 – 2024 budget included:

- Alternative Pathways/Extended Learning Opportunities including Hiring an (ELO) Director
- Alternative Pathways Staff, Materials, Supplies
- Curriculum Updates/Revisions
- Centralized Registration Process (Registrar)
- Student Interventionalist/Counselor at Merrimack Middle School and Merrimack High School
- Technology Replacement
- Elementary Reading/Math Specialist
- Behavioral/Emotional Disabilities (ED) Consultant
- Work on Competencies
- Progress Monitoring Tools and Assessments

Chair Rothhaus commented that they had discussed many areas of focus at the Goals Meeting that was held the previous August. She said school safety was a major priority and further discussion needed to be held regarding it. She also said it was important to have a research-effective reading program at all elementary schools and to ensure they had a competency-based system and a lot of professional development hours.

Chair Rothhaus said she felt demolishing the Brentwood Building was a priority as it could be a safety issue. She also commented that she agreed with each point Chief Educational Officer Olsen had mentioned.

Board Member Martin stated that he felt the Extended Learning Opportunity (ELO) Coordinator position was a huge plus. He also commented the competencies would take years to get buy-in and thoughtful



159 planning for it in the budget was critical. He also said he felt a performing arts facility should be part of  
160 the long-term plan.  
161

162 Board Member Halter said she wondered why they did not have any Capital Reserve Funds for projects  
163 that needed to be done. She also said 30 paraprofessional positions were open in the district and she  
164 said she felt it was important to get them filled.  
165

166 Vice-Chair Peters stated that the School Board had passed a massive budget in the prior year, they  
167 fixed a major problem with the teacher salary grid and the taxpayers overwhelmingly supported the  
168 teachers. She further said she was 100% behind all of the goals but that they needed to find savings  
169 in the budget where they could because they needed to be cognizant of where the taxpayers were in  
170 the current economy.  
171

172 b. 2023 – 2024 Budget Meeting Dates and Timeline  
173

Date	Location	Start Time	Agenda Items
12/12/2022	MHS Cafeteria	7:00 p.m.	School Board/Budget Committee Mtg.
12/19/2022	Matthew Thornton Rm	7:00 p.m.	Budget to School Board
1/4/2023	Matthew Thornton Room	7:00 p.m.	FS, MES, RFS, TFS, JMUES
1/10/2023	Matthew Thornton Room	7:00 p.m.	Student Services, MHS District
1/12/2023	Memorial Room	7:00 p.m.	Technology/Library/Media, Maintenance, MMS
1/19/2023	Memorial Room	7:00 p.m.	Work Session & Warrant Article Discussion

174 (updated 12/21/2022)  
175

176 c. Establish a Meeting Date with the Budget Advisory Committee  
177

178 **MOTION:** Board Member Halter made a motion to move the regularly scheduled School Board meeting  
179 from December 5, 2022, to December 12, 2022. Chair Rothhaus seconded the motion.  
180

181 **The motion passed 4 – 0 – 0.**  
182

183 d. Parent/Student Handbook Update  
184

185 Chief Educational Officer Olsen shared copies of the 2022 – 2023 Parent's Guide for the James  
186 Masticola Elementary School, the Reeds Ferry Elementary School, and the Thorntons Ferry  
187 Elementary School.  
188

189 Board Member Martin commented that he felt there should be some future discussion regarding the  
190 dress codes.  
191

192 **7. POLICIES**

193 Chief Educational Officer Olsen noted that all of the proposed policies had been reviewed by legal counsel.  
194

195 a. Pupil Safety and Bullying (JICK) 1<sup>st</sup> Reading  
196

197 **MOTION:** Board Member Martin made a motion to waive the first reading of Pupil Safety and Bullying  
198 (JICK). Board Member Halter seconded the motion.  
199

200 **The motion passed 4 – 0 – 0.**  
201

202 Vice-Chair Peters noted that Policy JICK would be available for the public to review and comment on.  
203

204 Chair Rothhaus commented that New Hampshire had one of the strictest bullying policies in the nation  
205 but realized that did not stop bullying. She said she would like to see very clear professional

development and make sure the district had a clear procedure in place that would ensure students understood the consequences.

b. Review of Use of Physical Restraint/Seclusion (JKAA) 3<sup>rd</sup> Reading

**MOTION:** Chair Rothhaus made a motion to accept Policy JKAA, Use of Physical Restraint/Seclusion, given its third reading. Board Member Halter seconded the motion.

**The motion passed 4 – 0 – 0.**

c. Review of Public Participation at Board Meetings (BEDH) 3<sup>rd</sup> Reading

**MOTION:** Board Member Martin made a motion to accept Policy BEDH, Public Participation at Board Meetings, given its third reading. Chair Rothhaus seconded the motion.

**The motion passed 4 – 0 – 0.**

d. Review of Student Records and Access (JRA) 3<sup>rd</sup> Reading

Board Member Martin suggested charging .15 cents per page for copies.

Board Member Halter suggested removing the weight and height of members of athletic teams.

**MOTION:** Board Member Martin made a motion to accept Policy JRA, Student Records, and Access, given its third reading, as amended by including charging .15 cents per page for copies, the removal of the weight and height of members of athletic teams, and the change of wording on page 3, paragraph #6. Chair Rothhaus seconded the motion.

**The motion passed 4 – 0 – 0.**

**8. APPROVAL OF MINUTES**

a. October 3, 2022 – Public Minutes

**MOTION:** Board Member Halter made a motion to approve the minutes from the October 3, 2022, public meeting as presented. Board Member Martin seconded the motion.

**The motion passed 4 – 0 – 0.**

b. October 17, 2022 – Public & Non-Public Minutes

**MOTION:** Board Member Chair Rothhaus made a motion to approve the minutes from the October 17, 2022, public & non-public meeting as amended. Board Member Martin seconded the motion.

**Edits:**

Page 1 – The word “November” was changed to the word “October” – Chief Educational Officer Olsen

**The motion passed 4 – 0 – 0.**

**9. CONSENT AGENDA**

There were no items to address.

259  
260 **10. OTHER**

261  
262 a. Committee Reports  
263

264 Board Member Martin commented that he attended his first Budget Advisory Committee meeting and  
265 he found it to be very informative. He added a member of the committee had stepped down so there  
266 was an open seat.  
267

268 Board Member Halter commented that she attended a Parks & Recreation Committee meeting where  
269 they discussed entering the budget season. She said one of the things they talked about was adding  
270 an afterschool program in the function room at Wasserman Park. She added that the gazebo at Watson  
271 Park or the bandstand at Abbie Griffin Park had an online portal to reserve the use of them and was  
272 free of charge to Merrimack residents.  
273

274 Board Member Halter also noted that the holiday parade would be held on December 4<sup>th</sup>.  
275

276 b. Correspondence  
277

278 Chair Rothhaus stated that she received correspondence from a concerned parent, and she replied to  
279 that parent making sure they followed the correct chain of command and did not go directly to the  
280 School Board. She said she also received correspondence regarding public comments.  
281

282 Vice-Chair Peters stated that she received correspondence from a parent who was concerned about a  
283 component of the SEL curriculum in kindergarten and 1<sup>st</sup> grade and it was forwarded to the leadership  
284 team for follow-up.  
285

286 c. Comments  
287

288 Vice-Chair Peters commented that they had been hearing a lot about the national scores in math and  
289 reading. She said there was a lot of attention from the media who were saying things like "school  
290 districts need to do something about it." Vice-Chair Peters said the Merrimack School District  
291 immediately extended its summer programs in 2020 and 2021 and extended tutoring and eligibility for  
292 support. She said the district would continue to help all students as a result of the pandemic.  
293

294 Chair Rothhaus said she appreciated the administration's transparency and their trust in the Board to  
295 have the deep conversations needed.  
296

297 **11. PUBLIC COMMENT ON AGENDA ITEMS**  
298

299 Mr. Chuck Mower, 4 Depot Street, addressed the Board and stated the importance of choices and their  
300 consequences. He added that there were some critical needs in the district that needed attention.  
301

302 **12. ADJOURNMENT**  
303

304 At approximately 8:32 p.m. Board Member Martin made a motion to adjourn. Board Member Halter  
305 seconded the motion.  
306

307 **The motion passed 4 – 0 – 0.**  
308  
309  
310

**Merrimack School Board Meeting  
Merrimack School District, SAU #26  
Merrimack Town Hall – Matthew Thornton Room  
November 21, 2022**

---

**6:30 p.m. – Non-Public Session pursuant to RSA 91-A:3, II (a) (b) (c) – Merrimack TV Training Classroom**

- **Student Welfare**

**Present:** Chair Laurie Rothhaus, Vice-Chair Lori Peters, Board Member Jenna Hardy, and Board Member Naomi Halter. Also present were Assistant Superintendent for Business Matt Shevenell, Assistant Superintendent of Curriculum, Instruction, and Assessment Amy Doyle, Chief Educational Officer Olsen, and Kaitlyn Vadney, Student Representative.

**Not Present:** Board Member Ken Martin - Excused

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Rothhaus called the meeting to order at approximately 7:00 p.m. and led the Pledge of Allegiance.

**2. PUBLIC PARTICIPATION**

There was no public participation.

**3. RECOGNITIONS**

There were no recognitions to share.

**4. INFORMATIONAL UPDATES**

a. Superintendent Update

Chief Educational Officer Olsen shared congratulated Mr. Matthew O'Brien, a teacher at the high school for successfully defending his dissertation for his Ph.D. in Education Leadership and Policy.

Chief Educational Officer Olsen also said the high school guidance department in conjunction with the New Hampshire Higher Education Association sponsored an "I am College Bound Day" for seniors where 58 college applications were submitted.

Chief Educational Officer Olsen shared that the high school food classes made and donated over 50 dozen rolls for the St. James Food Pantry's Thanksgiving Day baskets. He also said the Merrimack Middle School's drama club wrapped up its first performance of the 2022 – 2023 school year in which they performed in the psychological thriller entitled "Trap" and it was very well received.

Chief Educational Officer Olsen shared that the volleyball program at the high school was recognized for their community service efforts in raising \$900.00 for the family of the late Victoria Moynihan, a former Merrimack High School teacher.

Chief Educational Officer Olsen said the Merrimack Varsity Program was recognized for an overall GPA of 3.98 for the 2021 – 2022 school year.

Chief Educational Officer Olsen said the Granite State Challenge team gathered at Plymouth Regional High School with other schools from around the state to take part in the qualifying test for the Granite State Challenge. He also pointed out that Cameron Fredette, a senior, competed in the New England High School Cross Country Championship where he placed 84<sup>th</sup> out of 260 runners. Additionally, he noted that Coach Amber Murphy was voted the Division I Girls Soccer Coach of the Year, and the Chop Shop Robotics Team hosted the Merrimack First Lego League Qualifier.

Chief Educational Officer Olsen thanked Mr. Rich Loftus from the Merrimack Middle School for his willingness to understand that sometimes students need a break in an untraditional setting. He said Mr. Loftus and a student were seen doing some much-needed weeding in front of the school.

Chief Educational Officer Olsen and the entire School Board wished everyone a very Happy Thanksgiving.

b. Assistant Superintendent for Curriculum Update

Assistant Superintendent of Curriculum Doyle said the last Vision of a Learner committee meeting had occurred the prior Tuesday where they spent some time reflecting the time they spent on the research done as they tried to capture the communities' aspirations for all the students across the district. She also said the group consider the next steps which were how they would roll out the Vision to all of the stakeholders. She added a full presentation of a Vision of a Learner would be held at the December 19, 2022, School Board meeting.

c. Assistant Superintendent for Curriculum Update

Assistant Superintendent for Business Shevenell commented that he had been busy working on the Operating Budget. He said there would be some challenges with the budget, such as in technology, maintenance,

Chair Rothhaus said she would like to hear from the Technology Director regarding options regarding 1:1 technology for students.

d. School Board Update

Chair Rothhaus expressed her thanks to the students, parents, teachers, administration, & community members and wished all a Happy Thanksgiving.

e. Student Representative Update

Ms. Vadney reminded folks that if rolls were ordered from Texas Roadhouse they had to be picked up by 3:30 p.m. on Tuesday.

**5. OLD BUSINESS**

a. 2023 – 2024 Budget Priorities

Chief Educational Officer Olsen reviewed the 2023 – 2024 budget priorities as listed below:

- School Safety
- Research-Based Reading Program
- Filling Vacant Teacher & Paraeducator Positions
- Eliminating the Brentwood Building
- Performing Arts Center



- Capital Reserve Fund
- Analysis of Current Appropriations to Assess Possible Savings & Reallocation to Emerging Priorities

Board Member Hardy added she would like to see an Extended Learning Opportunity (ELO) Coordinator for the high school be added to the list. Chief Educational Officer Olsen replied that was already in the works and a job description would be forthcoming.

Chair Rothhaus added that if it were ever possible, a bigger weight room would be a great thing to have.

b. Strategic Plan Update

Assistant Superintendent of Curriculum Doyle stated as soon as she had a schedule for the Strategic Plan Committee she would let the Board know.

**6. NEW BUSINESS**

a. Curriculum Review Cycle

Assistant Superintendent of Curriculum Doyle stated as part of the Merrimack School District and School Board goal-setting meeting, Goal #3 focused on improving learning outcomes by ensuring the instruction was responsive to the varied needs of the student population. She further said that Strategic Objective #3 was to develop a process for an ongoing curriculum that update and revised to include a timeline for each curriculum area. She reviewed a draft Curriculum Review Cycle.

b. Homework Discussion

Assistant Superintendent of Curriculum Doyle said teachers, primarily at the high school, and the middle school level advocating for a change to provide extra support for the completion of independent practice in the form of homework. She said it would require an update of the current Homework Protocol from 2017. She said the proposed update would mean that homework could be graded up to 10% of a student's overall grade. She also said the final goal would be to make the new protocol manageable but also to encourage students to complete the practice. She added that teachers were finding it challenging to move forward with the curriculum when students had not completed the practice they needed to become proficient with the content. She also suggested that the new protocol become effective in January 2023.

c. Other

There was no other new business to discuss.

**7. POLICIES**

a. Pupil Safety and Bullying (JICK) 2<sup>nd</sup> Reading

Chair Rothhaus commented that she felt there should be a link to the DCYF website included in the policy.

b. Availability & Distribution of Healthy Food (EFA) (1<sup>st</sup> Reading)

c. Reporting Child Abuse or Neglect (JLF) (1<sup>st</sup> Reading)

Chair Rothhaus commented that she felt a written report should be made as soon as possible and not more than 24 hours.

**8. APPROVAL OF MINUTES**



There were no minutes to review.

## 9. CONSENT AGENDA

### a. Educator Resignation

- Mr. Steven T. Chasin, Health Teacher, Merrimack Middle School

### b. Approval of Nurse Job Description

### c. Approval of School Counselor Job Description

### d. Approval of High School Student Support Intervention Counselor Job Description

**MOTION:** Board Member Hardy made a motion to accept the Consent Agenda as presented. Board Member Halter seconded the motion.

**The motion passed 4 – 0 – 0.**

## 10. OTHER

### a. Committee Reports

Board Member Hardy commented that she attended the Curriculum, Instruction & Assessment Committee meeting where they discussed technology and reviewed Eduplanet 21.

Chair Rothhaus said the Planning and Building Committee had not officially met but they were very excited about an upcoming meeting where they would discuss Capital Improvement Plan.

Board Member Halter commented that she attended the Parks and Recreation Committee meeting where they discussed their budget process. She said the Holiday Parade and Tree Lighting was scheduled for December 4<sup>th</sup> and that Merrimack was participating in the Southern New Hampshire Tour of Lights and residents could register on the Parks and Recreation website.

Assistant Superintendent for Business Shevenell said he was a member of the Town Center Committee and Steve Keach, P.E. of Keach-Nordstrom Associates presented the School District Master Plan Redesign of the high school complex. He said a timeline and engineering cost estimate would be presented at the next committee meeting.

Vice-Chair Peters stated that the Professional Development Committee had met and wanted to make note of how hard the members of the Committee worked and thanked them.

Assistant Superintendent of Curriculum Doyle said she also attended the Professional Development Committee meeting and said they discussed several service learning projects.

### b. Correspondence

Vice-Chair Peters shared that the entire Board received an email thanking the administration for sharing the "Restraint and Seclusion" report from the Department of Education.

Vice-Chair Peters said she received a request for an update based on what her budget priority was which was the allocation of resources and personnel concerning the district's existing enrollment. She said that would be part of the budget process that was just beginning.

214  
215 c. Comments  
216

217 Chair Rothhaus said she felt it was important to thank Assistant Superintendent for Business Shevenell  
218 for all of his long-term service to the district.  
219

220 Vice-Chair Peters noted that a School Board meeting would be held on December 12, 2022, at the  
221 Merrimack High School cafeteria at 7:00 p.m. She noted that a portion of the meeting would be a joint  
222 meeting with the School Budget Committee and the public was welcome to join.  
223

224 **11. PUBLIC COMMENT ON AGENDA ITEMS**  
225

226 There were no public comments.  
227

228 **12. ADJOURNMENT**  
229

230 At approximately 8:28 p.m. Board Member Hardy made a motion to adjourn. Board Member Halter  
231 seconded the motion.  
232

233 **The motion passed 4 – 0 – 0.**

**MERRIMACK SCHOOL DISTRICT MONTHLY ENROLLMENTS 2022-2023**  
December 5, 2022

Enrollment On	PRE	K	1	2	3	4	Total	5	6	Total	7	8	Total	9	10	11	12	Total	ODP	HSS	TOTALS
December 5, 2022																					
MES	38	76	80	69	78	80	421														421
RFS	53	70	91	73	80	91	458														458
TFS	44	102	98	96	104	100	544														544
MUES								247	249	496	278	269	547	277	262	278	293	1110			1110
MMS																					496
MHS																					547
PR-12 Total																					1110
Student Services ODP**																			20		3576
Home Study (HSS)																				119	20
<b>Total</b>	<b>135</b>	<b>248</b>	<b>269</b>	<b>238</b>	<b>262</b>	<b>271</b>	<b>1423</b>	<b>247</b>	<b>249</b>	<b>496</b>	<b>278</b>	<b>269</b>	<b>547</b>	<b>277</b>	<b>262</b>	<b>278</b>	<b>293</b>	<b>1110</b>	<b>20</b>	<b>119</b>	<b>3715</b>

\*\*Out-of-District Placement

**MONTHLY ENROLLMENTS 2022-2023**

Month	*PRE	K	1	2	3	4	Total	5	6	Total	7	8	Total	9	10	11	12	Total	SSP	HSS	TOTALS
September 12, 2022	129	248	268	239	266	272	1422	248	249	497	277	271	548	278	265	278	303	1124	19	116	3726
October 1, 2022	131	248	265	239	263	272	1418	245	249	494	276	269	545	277	265	279	297	1118	20	115	3710
October 3, 2022	131	248	265	239	263	272	1418	245	249	494	276	269	545	277	265	279	297	1118	20	116	3711
November 7, 2022	132	248	268	237	263	271	1419	246	249	495	277	269	546	277	264	279	294	1114	19	118	3711
December 5, 2022	135	248	269	238	262	271	1423	247	249	496	278	269	547	277	262	278	293	1110	20	119	3715

**BUS SUSPENSIONS FOR THE MONTH OF NOVEMBER**

	MHS	MMS	JMUES	MES	RFS	TFS
Fighting						
Vandalism						
Disrespect/Disruption	1			2	2	1
Unsafe Behavior						
Other						
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>1</b>