

**Merrimack School Board Meeting  
Merrimack School District  
School Administrative Unit #26  
July 16, 2018  
Merrimack Town Hall – Matthew Thornton Room  
PUBLIC MEETING MINUTES**

**Present:** Chair Barnes, Vice Chair Schneider, Board Members Guagliumi, Schoenfeld, and Nunez, Superintendent Chiafery, Assistant Superintendent McLaughlin and Assistant Superintendent for Business Shevenell.

Student Representative Puzzo was excused from the meeting.

**1. Pledge of Allegiance**

Chair Barnes called the meeting to order at 7:03 p.m.

Chair Barnes led the Pledge of Allegiance.

**2. Introduction of New School Board Member**

Chair Barnes introduced Board Member Brandi Nunez.

**3. Public Participation**

There was no public participation.

**4. Outcome from the Audit of the O’Gara Drive Recreation Area Skateboard Park**

Assistant Superintendent for Business Shevenell introduced Monica Panait, Sr. Risk Management Consultant for PRIMEX.

The current agreement between the Merrimack School District and the Town of Merrimack for the use of O’Gara Drive recreation area expires on August 31, 2018.

Monica Panait reported that Paul Micali, Director of Finance for the Town of Merrimack, Assistant Superintendent for Business Shevenell and she visited the skateboard park to perform a safety audit.

Ms. Panait reviewed the audit report inclusive of pictures and recommended repairs to the skateboard structures. She asked that a plan be established to correct the deficiencies and that PRIMEX be kept apprised of the progress.

Board Member Guagliumi asked for clarification on the ownership of the skateboard structures after August 31, 2018.

Chair Barnes responded District ownership of the skateboard structures would need to be vetted by the Board.

Monica Panait stated typically towns and cities own skateboard parks.

Superintendent Chiafery expressed her desire to get repair estimates in preparation for a discussion at a future joint meeting between the Town Council and School Board.

Board Member Guagliumi believes the skateboard park is an asset to the Town of Merrimack. She is not in favor of the School District owning the structures. She would support allowing the town to keep the skateboard park on the O’Gara Drive land until another location is determined.

Vice Chair Schneider asked that the skateboard park repairs be placed on the agenda for the next joint meeting between the Town Council and the School Board. He prefers the School Board be a supportive partner with the Town of Merrimack rather than own the skateboard park.

Chair Barnes expressed her disappointment that there are no plans for a new location for the skateboard park and that the Town did not maintain repairs to the skateboard structures. She would like to know what repairs were made to the skateboard structures over the last two years.

Board Member Guagliumi suggested if the School Board were to allow the Town to continue to own the skateboard park on the O’Gara Drive land that a request for skateboard park repairs be part of a new agreement.

Monica Panait welcomed the opportunity to review a new agreement, if there is one.

Superintendent Chiafery acknowledged that the youth will want to use the skateboard park after August 31<sup>st</sup>. She asked the Board for permission to get repair estimates for the skateboard structures in preparation for a discussion with the Town Council.

Board Member Guagliumi supported getting repair estimates. She would like to know what type of maintenance was performed over the last few years as well as a record of injuries reported.

Chair Barnes Shannon suggested using the months of August, September and October to create a skateboard park repair plan for discussion during the budget process.

Assistant Superintendent for Business Shevenell expressed concerned that the school district’s maintenance department does not have the expertise to repair the skateboard park.

Superintendent Chiafery clarified that the school district’s maintenance department does not have the resources to repair the skateboard park.

Vice Chair Schneider moved (seconded by Board Member Schoenfeld) effective August 1, 2018 the District allow the O’Gara Drive land to continue to be used as a skateboard park and to strongly request that the Merrimack Police Department lock the park from dusk to dawn.

The motion passed 5-0-0.

## **5. Honeywell Phase V Energy Project Proposal Overview**

Chair Barnes introduced Honeywell representatives Jim Lucy and Wally Howe.

Jim Lucy noted in October 2017 the Board asked Honeywell to test the ventilation systems in all of the schools in order to get a baseline of air quality before any new work was performed.

Jim Lucy reported Honeywell tested a samples of occupied classrooms for levels of CO2 during November and December 2017. Mr. Lucy presented floor plans for each school. Each floor plan identified areas with fully ventilated systems and areas with exhaust only systems.

Jim Lucy explained CO2 levels above 1,000 or 1,150 parts per million can cause individuals to become symptomatic. Symptoms can consist of headaches, sleepiness and difficulty concentrating. The list of possible symptoms increase with higher CO2 levels.

The CO2 levels in areas with the fully ventilated systems tested between 599 and 925 parts per million. The CO2 levels in areas with exhaust only systems tested between 1,020 and 2,488 parts per million.

Jim Lucy noted the long standing relationship between Honeywell and the Merrimack School District. He reviewed Energy Project Phases I through IV and highlighted the fact that Honeywell has met or exceeded the expectations for energy savings over the last 8 years.

Mr. Lucy reviewed potential project funding sources for Phase V with the goal to be debt free by FY 2024.

Scenario #1 – Self-funded project cost potential is \$2.5 million:

- 5 year financing term ending in FY24, first payment in July 2019.
- Funding sources over term include utility rebate, additional energy savings, and refinance/reallocation of phase I & II debt.

Scenario #2 – Self-funded project cost potential is \$7.25 million

- 15 year financing term ending in FY34, first payment in July 2019
- Funding sources over term include utility rebate, additional energy savings, and refinance/reallocation of phase I & II debt.

Board Member Guagliumi highlighted the hot temperatures on the second floor of the high school during and evening event for parents last September. She asked if there are was a way to reduce the temperature.

Jim Lucy offered to provide pricing for air conditioning at the high school. He would need a request to price for air conditioning in the next few weeks.

Wally Howe noted many of the classrooms on the second floor at the high school are exhaust only systems. There are options to vent the air in the second floor classrooms at the high school without installing air conditioning.

Vice Chair Schneider would like to review the next level of data before making a decision between the 5 year or 15 year scenario. Improved air ventilation for the classrooms on the second floor of the high school is his priority.

Chair Barnes expressed the importance and value of asking constituents for their input relative to scenario #1 and scenario #2.

Superintendent Chiafery reminded the Board that the goal tonight is to ask Honeywell to provide pricing for the school board meeting on October 15.

Board Member Nunez noted the classrooms on the second floor at the upper elementary school can be very warm in September and May. She asked if there are options to improve air circulation at the upper elementary school.

Assistant Superintendent for Business Shevenell noted that the standard portable air conditioning units are not effective. He explained the student services budget has paid for the installation of split air conditioning units in select rooms for students with medical issues. The cost of one split air conditioning unit is approximately \$15,000 per classroom.

Jim Lucy asked the Board to define the warm areas in the schools that are of concern and he will create a plan with cost estimates.

## **6. Review of Revised Job Descriptions for Merrimack Educational Support Staff**

Chair Barnes introduced Director of Human Resources Linda Hastings and Merrimack Support Staff Association President Carol Scopa.

Director Hastings and President Scopa provided the Board with revised role descriptions for each category listed in the Agreement between the Merrimack School Board and the Merrimack Education Support Staff Association. The revision process was a result of a Sidebar Agreement by both parties during the collective bargaining process.

Director Hastings requested the Board review the revised role descriptions for adoption on August 20 as part of the consent agenda.

Chair Barnes agreed to place the revised role descriptions under the consent agenda for the August meeting provided she does not receive a request from a board member to list it as a separate agenda item.

## **7. Request to Increase Part-Time World Language Teaching Position to Full-Time at Merrimack Middle School**

Merrimack Middle School Principal Adam Caragher presented a request to increase a part-time World Language teaching position to a full-time teaching position. Increasing the Middle School World Language staff from 2.5 to 3 full-time teaching positions would decrease the student to teacher ratio from 27.8 to 18.5.

Principal Caragher explained a third full-time World Language teacher would allow the middle school to provide:

- Experience for students who are transferring into the district in 8<sup>th</sup> grade
- Support for students who were not ready for World Language at the beginning of 7<sup>th</sup> grade
- Support for current 8<sup>th</sup> grade students who struggled with World Language in 7<sup>th</sup> grade
- Support essential language skills for 8<sup>th</sup> grade students who are college or career bound

The total cost increase would be \$65,892.74 inclusive of salary (part-time to full-time) and benefits (health and dental insurance, long term disability, life insurance and New Hampshire retirement).

Principal Caragher requested the board waive the two week rule.

Board Member Schoenfeld moved (seconded by Board Member Nunez) to waive the two week rule and to increase the part-time World Language teaching position to full-time for a cost increase of \$65,892.74.

The motion passed 5-0-0.

#### **8. Public Notice from Department of Transportation Relative to Acquisition of School District Property for Highway Purposes**

Assistant Superintendent for Business Shevenell presented the board with a letter from the State of New Hampshire Department of Transportation. The letter provided notification of proposed Nashua-Merrimack-Bedford, F.E.E. turnpike project #13761. The turnpike project will require the acquisition of land, for highway purposes, belonging to Merrimack School District. Notification of a Public Hearing on the proposal will be forthcoming.

Board Member Guagliumi expressed an interest in knowing if a wall between the highway and the high school parking lot would interfere with the existing parking lot.

Vice Chair Schneider felt it was important to pay attention to construction plans that might impact the Baboosic Lake Road area.

#### **9. Outcome from the Department of Education Hearing Relative to Mr. Bevill's Complaint Regarding the School District's Homework Protocol**

Chair Barnes reported Mr. Bevill presented his complaint regarding the school district's homework protocol before a New Hampshire Department of Education Hearing Officer on June 12, 2018.

Chair Barnes read the following excerpt from the recommendation of the hearing officer dated June 26, 2018.

#### **IV. PROPOSED ORDER**

*This case presents a situation where a Parent who disagrees with a general policy decision of the Merrimack School District is attempting to challenge that decision through the administrative hearing process. The Parent, to his credit, is a dedicated and passionate advocate for what he feels is a better policy for his child, but he has not brought forth a viable legal claim to support his position.*

*Accordingly, as the Merrimack School District has complied with the provisions of Ed 306.141(a)(1) and Ed 302.02(r) and has not violated any due process right of the Parent or the Student, it is recommended that the Parent's appeal challenging the Merrimack School District's Homework Protocol and Homework Policy IKB be denied.*

#### **V. NOTICE PURSUANT TO ED 201.01**

*Any Party, within 15 days of the date of this Recommendation, may file a list of exceptions with supporting memoranda of law for review by the State Board. Any Party who wishes to present oral argument to the Board shall file a separate request for oral argument within the same 15-day time frame.*

Chair Barnes reported on July 11, 2018 Mr. Bevill presented his complaint before the State Board of Education. The State Board of Education also denied Mr. Bevill's claim.

Superintendent Chiafery stated the District's legal counsel informed her that Mr. Bevill has 30 days (mid August) to request a re-hearing.

#### **10. Information Regarding Tree Harvesting on School Properties**

Assistant Superintendent for Business Shevenell reported tree harvesting occurred on school properties (Timmons site, Merrimack Middle School and Thorntons Ferry School) in 2008. Michael Powers from Bay State Forestry Service recently inspected the three sites and recommended a re-assessment of the properties in five years.

Assistant Superintendent Business Shevenell explained the money received from the 2008 harvest, approximately \$30,000, was placed in a fund to sustain the District owned forests and outdoor classrooms.

#### **11. Approval of June 18, 2018 Minutes and June 20, 2018 Minutes**

##### June 18, 2018 Minutes

Vice Chair Schneider moved (seconded by Board Member Guagliumi) to approve the minutes of the June 18, 2018 meeting.

Board Member Guagliumi requested the following changes to the minutes:

Page 2, line 60: Correct the spelling of Mrs. Labreche's name

The motion passed as amended 5-0-0.

June 20, 2018 Minutes

Vice Chair Schneider moved (seconded by Board Member Schoenfeld) to approve the minutes of the June 20, 2018 meeting.

Chair Barnes requested the following changes to the minutes:

Page 7, line 302: add “and sworn in by School District Clerk Patricia Heinrich at the conclusion of the vote” to the end of the sentence.

The motion passed as amended 4-0-1 with Board Member Nunez abstaining.

**12. Acceptance of Gift/Grant under \$5,000**

A gift to Merrimack High School in the amount of \$1,000 was received from the Lions Club. The funds are to be used for materials and supplies for an interdisciplinary photography course project involving a trailer camera obscura.

A gift to Merrimack High School in the amount of \$4,000 was received from New Hampshire Society for Technology in Education (NHSTE). The funds are to be used for technology infrastructure and professional development for the experimental photography course.

Vice Chair Schneider moved (seconded by Board Member Guagliumi) to accept the grants as presented.

The motion passed 5-0-0.

**13. Consent Agenda**

Assistant Superintendent for Curriculum McLaughlin presented the consent agenda for approval.

**a) Educator Resignation**

Christopher Whiteman, Technology Education Teacher, Merrimack Middle School

**b) Educator Nomination**

Alisha Barrett, Physical Education Teacher, Merrimack Middle School  
Dr. Jane Calnan, Language Arts Coordinator, Thorntons Ferry Elementary School  
Sarah Dee, Family Consumer Science, Merrimack Middle School  
Ashley Desmarais, Grade 5 Teacher, James Mastricola Upper Elementary School  
Christopher Lampron, English Teacher, Merrimack High School  
Marissa Ricard, Kindergarten Teacher, James Mastricola Elementary School

Vice Chair Schneider moved (seconded by Board Member Schoenfeld) to accept the consent agenda as presented.

The motion passed 5-0-0.

**14. Other**

**a) Correspondence**

There was no correspondence.

**b) Comments**

Chair Barnes noted it was nice to have five board members in attendance.

**15. New Business**

There was no new business.

**16. Committee Reports**

There were no committee reports.

**17. Public Comments on Agenda Items**

There were no public comments.

**18. Manifest**

The Board signed the manifest.

At 9:30 p.m. Vice Chair Schneider moved (seconded by Board Member Schoenfeld) to go to non-public session per RSA 91-A:3,II (a)(c) on a roll call vote.

The motion passed 5-0-0.

At 10:20 p.m. Vice Chair Schneider moved (seconded by Board Member Guagliumi) to adjourn the public meeting.

The motion passed 5-0-0.