

Merrimack School District/SAU 26
School Board Meeting
Preliminary Agenda
January 3, 2022
Merrimack Town Hall – Matthew Thornton Room

Send public comments to: publiccomment@sau26.org. Comments must be received between the start of the meeting on January 3, 2022 at 7:00 p.m. and Agenda Item #10. Based on the volume of public comments received, the board chair will determine if all public comments can be read. If not, they will be incorporated into the meeting minutes.

PUBLIC MEETING

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

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

3. RECOGNITIONS

7:25 p.m. **4. INFORMATIONAL UPDATES**

1. Superintendent Update
2. Assistant Superintendent for Curriculum Update
3. Assistant Superintendent for Business Update
4. School Board Update
5. Student Representative Update

7:35 p.m. **5. OLD BUSINESS**

1. Health and Safety Task Force Update

Everett Olsen

7:40 p.m. **6. NEW BUSINESS**

1. Board's Response to the 2022-2032 Capital Improvement Plan
2. Formal Presentation on Maintenance Budget
3. Formal Presentation on Middle School Budget
4. Formal Presentation on Technology/Library/Media
5. Location of the January 18, 2022 Meeting
6. Date for Deliberative Session
7. Other

Matt Shevenell
Tom Touseau
Adam Caragher
Matt Shevenell
Everett Olsen
Cinda Guagliumi

8:40 p.m. **7. APPROVAL OF MINUTES**

1. November 15, 2021 Non-Public Minutes (6:00 p.m.)
2. November 15, 2001 Non-Public Minutes (9:22 p.m.)
3. November 18, 2021 Non-Public Minutes (9:34 p.m.)
4. November 30, 2021 Non-Public Minutes (5:00 p.m.)
5. December 20, 2021 Public and Non-Public Minutes (6:00 p.m.)

Cinda Guagliumi

8:50 p.m. **8. CONSENT AGENDA**

1. Educator Resignation

Kimberly Yarlott

8:55 p.m. **9. OTHER**

1. Committee Reports
2. Correspondence
3. Comments

9:00 p.m. **10. PUBLIC COMMENTS ON AGENDA ITEMS**

9:15 p.m. **11. ADJOURN**

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

Merrimack School District

Revised 12/23/2021

Capital Improvement Plan and Bonded Debt Schedule										Current Bonded/Leased Debt		
Year	Roofing	Master Plan Study	Student Service and SAU Office	Gym Floor Replacement	BOILERS - District Wide	O'Gara and Sidewalk	Window Replacement MHS	MHS Field	Total Bonded Debt	Total Bonded Debt and Capital Improvements	Ventilation Lease	Middle School
2022-2023	1,600,500	Funded	TBD			552,625		-	1,290,820	3,443,945	469,320	821,500
2023-2024	852,547								1,259,820	2,112,367	469,320	790,500
2024-2025	824,901			195,001					469,320	1,489,222	469,320	-
2025-2026	1,024,877						359,417	TBD	469,320	1,853,614	469,320	-
2026-2027	1,211,660				500,000				469,320	2,180,980	469,320	-
2027-2028	751,938						360,000		469,320	1,581,258	469,320	-
2028-2029	627,440				300,000				469,320	1,396,760	469,320	-
2029-2030	136,793						360,000		469,320	966,113	469,320	-
2030-2031									469,320	469,320	469,320	-
2031-2032									-	-	-	-
2032-2033	11,045								-	11,045	-	-
2033-2034									-	-	-	-
2034-2035									-	-	-	-
2035-2036	96,911								-	96,911	-	-
2036-2037									-	-	-	-
2037-2038									-	-	-	-
2038-2039	432,682								-	432,682	-	-
2047-2048									-	-	-	-
2049-2050	839,209								-	839,209	-	-
Total	8,410,503	-	-	195,001	800,000	552,625	1,079,417	-	5,835,880	16,873,426	4,223,880	1,612,000

Capital Expenditure Summary Form - 10 YEAR PLAN

Approved by the Planning and Building Committee 11-09-2021

Description	Replace Addition	Priority	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
Roofing	Replace	Necessary	TFS \$ 1,600,500	MES/JMUES \$ 852,547	MES/JMUES \$ 824,901	MES/JMUES \$ 1,024,877	MES/JMUES \$ 1,211,660	MHS \$ 751,998	MHS \$ 627,440	MHS \$ 136,793		
Ventilation	Replace	Necessary										
\$4,000,000 Lease Purchase Passed for 2021-2022 61 Unit Ventilators												
Paving O'Gara Drive and New Sidewalk - Master Plan	Replace	Necessary	\$ 552,625									
Step 1A Bleacher Upgrade	Replace	Necessary	JMUES Bleachers APR DONE Bleachers in Smith Gym DONE									
Gym Floor Replacement	Replace	Necessary	JMUES APR DONE VCT or		MHS GYM \$ 195,001							
Boilers	Replace	Necessary					MHS (4) Units \$ 500,000		MUES (2) Units \$ 300,000			
Window Replacement	Replace	Necessary				MHS - Courtyard \$ 359,417		TBD \$ 360,000		TBD \$ 360,000		
Turf Field - MHS	Replace	Necessary			TBD							
Master Plan/SAU Office Study	Replace	Necessary										
Total			\$ 2,153,125	\$ 852,547	\$ 1,019,902	\$ 1,384,294	\$ 1,711,660	\$ 1,111,998	\$ 927,440	\$ 496,793	TBD	TBD

MAINT = Maintenance Building

MHS = Merrimack High School

MMS = Merrimack Middle School

MUES = Mastricola Upper Elementary School

MES = Masticola Elementary School

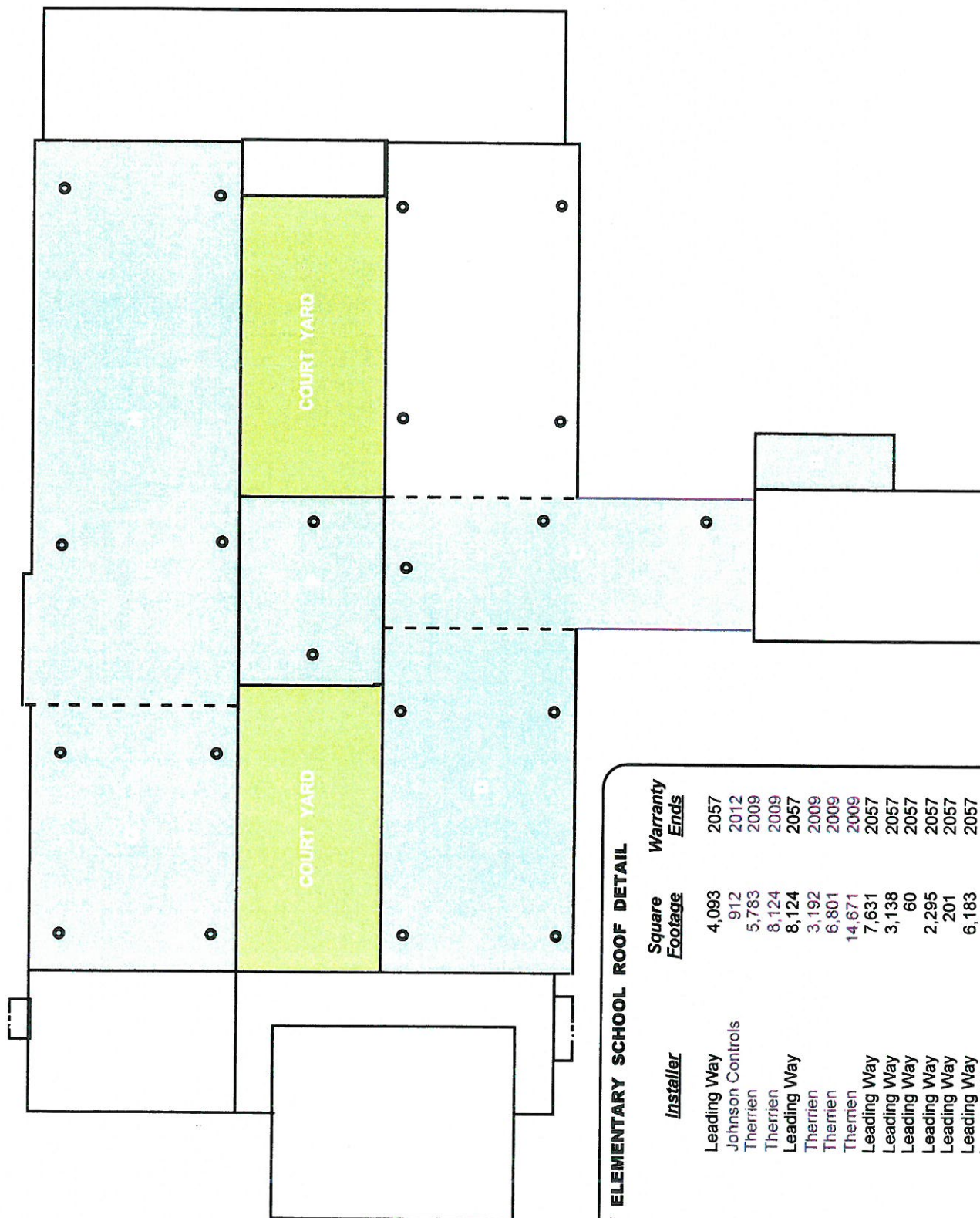
RFS = Reeds Ferry Elementary School

TES = Thornton Elementary School

193 - Millions Felly Elementally 301001

Ogara Drive Rehabilitation	Length of work =	Unit Cost	Cost
Remove existing pavement from O'Gara;	Width = 24 LF	\$20 per SY	\$137,600.00
regrade existing gravel; pave 3.5" pavement	2,580 LF		
Misc work - Assume 25% of above			\$ 34,400.00
		Total =	\$172,000.00

	Length of work =	Unit Cost	Cost
New Sidewalk from existing to southern end of skate park gravel lot on west side of Ogara	1,450 LF	\$175 per Linear foot	\$253,750.00
Misc Work (resetting guardrail, drainage, etc) - Assume 50%			\$126,875.00
		Total =	\$ 380,625.00



THORNTONS FERRY ELEMENTARY SCHOOL ROOF DETAIL

<u>Roof</u>	<u>Year Installed/ Manufacturer</u>	<u>Installer</u>	<u>Square Footage</u>	<u>Warranty Ends</u>
A	2017 / Garland	Leading Way	4,093	2057
B	1992 / Corrugated Metal	Johnson Controls	912	2012
C	1994 / Sopreme 2021	Therrien	5,783	2009
D	1994 / Sopreme 2021	Therrien	8,124	2009
E	2017 / Garland	Leading Way	8,124	2057
F	1994 / Sopreme 2021	Therrien	3,192	2009
G	1994 / Sopreme 2021	Therrien	6,801	2009
H	1994 / Sopreme 2021	Therrien	14,671	2009
I	2017 / Garland	Leading Way	7,631	2057
J	2017 / Garland	Leading Way	3,138	2057
J1	2017 / Garland	Leading Way	60	2057
K	2017 / Garland	Leading Way	2,295	2057
K1	2017 / Garland	Leading Way	201	2057
L	2017 / Garland	Leading Way	6,183	2057
M	2017 / Garland	Leading Way	912	2057
Total Square Footage			72,120	
1.63 acres or				



Memo

Date: November 11, 2021
To: Tom Touseau, Larry Ouellette, Dale Gienapp
From: Brad Nederhoff
Project: Merrimack School District SAU-26 - Roofing Site visit – 11/5/21

Proj #: 747

Thorntons Ferry Elementary School

1. The Thorntons Ferry Elementary School roof showed some signs of more urgent need of repair.
2. Sections C, D, F, G and H were constructed in 1994 and have been out of warranty since 2009. These Sections are built-up roofing of tar and gravel that was applied on top of the original 1970 roof.
3. The original 1970 blueprints for this school were found in the plan file room and borrowed by GA for future use.
4. The group happened to observe this roof as the morning dew was beginning to melt. Larry pointed out that some of the roof areas, particularly at Sections G and H were telegraphing potentially urgent problems with the insulation below. Areas where the morning frost had melted were immediately adjacent to unmelted areas, indicating that the insulation in the melted areas were likely saturated from leakage at the surface. These areas also corresponded with the areas where Tom reported has been experiencing leakage to the classrooms below.
5. Larry stated that test openings would confirm saturated insulation, but that he was quite certain that it was indeed the case.
6. Saturated insulation has no insulating value and can lead to mold problems and damage the metal deck below.

Next Steps

1. Update the budget for replacing Sections C, D, F, G and H. These areas total 38,571 sq. ft. The prior estimate used \$31/sq. ft. as a unit cost to replace the insulation and roofing. Larry and Dale felt that recent inflation in construction costs would likely increase this unit cost to approximately \$40/sq. ft.

End memo



Question Topic	School/ Dept.	Budget Book Ref Account Number	Questioner's Name/Question	Response
Computers	Library/ Technology/ Media	100-1148-48-8738-07 Matt will answer. Jason Pelletier will provide input on the process for determining future plans and necessary upgrades. Jason is our new Technology/Library Media Director and only has been on the job for a few days.	Shannon: Please outline the computers that are leased, when they were procured, length of lease, if there is a buyout at the end (usually \$1), and who the devices are assigned to. Shannon: Please provide how much of the infrastructure was covered by federal funding such as ESSER and ECF. Also how much of our infrastructure was procured using Federal e-rate – a long-standing funding federal mechanism for connectivity which is unrelated to COVID programs.	729 are leased. 22-23 is the last year for these payments. Also included is a firewall appliance. We would like to maintain this line for future replacement purposes past 2022-2023. These computers were acquired in 2020. There is a \$1 buyout at the end of the lease. Due to the massive ramp up during COVID and the necessity to acquire devices, ESSER Funds were used to purchase 1,700 Chromebooks, 400 IPADs, and a new server. ERATE provides us with a discount on our internet services but has not been used for devices as they are not eligible. We will be speaking with our ERATE consultant to see how to better leverage available services.

Question Topic	School/ Dept.	Budget Book Ref Account Number	Questioner's Name/Question	Response
	Maintenance	Budget Message	Shannon: The overall message makes it seem like we are level funding while expecting we will likely face increased costs. There is a definite increase in funding commensurate with the increased cost of goods and utility increases.	Statement made includes 3 significant items that add to the overall expenditures. The increased costs of utilities are estimated to be \$178,000 – the additional leasing cost for installation of unit ventilators is \$370,754 and the site work costs at Thorntons Ferry \$30,000. Most of the remaining items are level funded.
Repair Account	Maintenance	100-4600-62-8451-08	Shannon: Can you please confirm what this repair account covers and why we are able to continue to not fund it?	Prior to the 2020-21 budget CIP items were in this account. In 2020-21 CIP items were removed and instruction given by the school board to look at warrant articles for high ticket items. \$25,500 remained for small repairs (pressure relieve valves and high school choral risers).
Supplies	Maintenance	100-2620-40-8610.08	Shannon: How are you level funding when custodial supplies are likely to have increased cost due to inflationary increases in goods such as bags, paper products, soaps, etc.?	Because of the past two COVID years it has been difficult to predict any increased costs relating to various supplies. We expect that there will be a decrease in supplies because the costs of the electrical items will no longer be needed e.g. (ballasts, bulbs, etc.)
Electricity	Maintenance	Page 13	Jenna: There are budget lines for JMUES and MMS for electricity. Why are they SO much more than the elementary schools?	JMUES is 123,635 sq. ft. MES is 55,463 sq. ft. RFS & TFS are 65,213 sq.ft MMS is 120,000 sq. ft. MHS is 213,800 sq. ft. The three elementary schools have considerably less square footage than JMUES and the middle school. Middle school has less square footage than JMUES, however their electricity costs are due to central a/c.

Question Topic	School/ Dept.	Budget Book Ref Account Number	Questioner's Name/Question	Response
Capital Improvement Plan Note Roof Repair	Maintenance		Shannon: As we did not review the CIP prior to providing feedback on the budget, I wanted to express concern that the budget does not have roofing at TFS included in light of the fact we understand we moved it to the front of the line due to recognized issues. CIP projects should only be offered via warrant article when there is an option to delay the work. Vulnerable roofing does not meet that standard.	Again, prior to the 2020-21 budget, CIP items were listed under 100-4600-62-8451-08 account. In 2020-21 CIP items were removed and instruction given by the school board to look at warrant articles for high ticket items.
Brentwood	Maintenance		Cinda and Laurie: Remind us the total and complete cost to maintain this building? Also, how many times have the police department used it for training in the last year? How many times does the police department expect to use it in the next year? Cinda and Laurie: Consideration for warrant article and school district building and planning recommendation for funds to take down the building. Perhaps this is for discussion at upcoming meeting when we discuss warrant articles.	The 2020-2021 expended amount was \$6,054,33. This was a Warrant Article in the 2020-2021 budget. The appropriated cost was \$125,000 to raze the building. The present-day costs are estimated to be around \$200,000. The police department has used the building approximately 6 times and the fire department has used the building 5 times.

Question Topic	School/ Dept.	Budget Book Ref Account Number	Questioner's Name/Question	Response
Gym Floors	Maintenance		Cinda and Laurie: Please clarify the rotation of finishing gym floors. How often does this need to be done to maintain quality of flooring?	All wooden gym floors (gym, all-purpose) are screened, re-coated, repaired, and if needed re-lined.
Parking Lot Striping	Maintenance	100-2620-40-8432-08	Cinda and Laurie: we are possibly addressing parking lots in our CIP plan. If so, it may make sense to hold on striping?	This cost is for maintaining the striping of existing parking lot striping. This is done every other year.
Cameras	Maintenance		Cinda and Laurie: Please tell us the areas where cameras are needed to ensure full coverage of our buildings, particularly on the inside areas.	This school year \$200,000 was received by the State for the upgrade of cameras. 139 cameras were added to all the areas that were an issue at that time. We will assess as time demands. Possible new areas are stairwells and additional playground cameras.
Playground Sitework	Maintenance		Cinda and Laurie: We want to make sure there is enough money to support the project. If the parents' group falls short, how can we ensure the project still goes forward? Is this project something that's being considered for the other schools with playgrounds? If so, is this something that the managers of the trust fund could help with?	The agreement with the parent group is the district funds the site work needed and they will fund the actual playground structure. Possibility of adding \$10,000 to site work figure. Note being considered at other schools.

Question Topic	School/ Dept.	Budget Book Ref Account Number	Questioner's Name/Question	Response
Scoreboards	Maintenance		Cinda and Laurie: Please describe the reliability of the scoreboards. Will the work being budgeted for the scoreboard prevent any disruptions for live games? We've heard from parents through the years some frustration about scoreboards not working so we want to ensure we have whatever funds are needed to provide scores to spectators. If \$2K isn't enough then we'd like to understand what amount would provide a greater sense of reliability.	NOT a Maintenance question – high school and middle School.

Question Topic	School/ Dept.	Budget Book Ref Account Number	Questioner's Name/Question	Response
Co-curricular	MMS	100-1410-20-8610-21	Shannon: Please outline the additional co-curricular programs you are looking to offer and also please provide what was in place in typical years for students.	<p>We would like to have the following funded through this account: Yearbook, Science Olympiad, Quiz Bowl, and afternoon interventions.</p> <p>In previous years, we have provided a stipend for these staff members through a Service Learning Project which is funded through the MTA contract.</p>

**Merrimack School Board Meeting
Merrimack School District, SAU #26
Merrimack Town Hall – Memorial Room
December 20, 2021**

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

- **Negotiations**

Present: Chair Guagliumi, Vice Chair Rothhaus, Board Member Hardy, and Board Member Barnes. Also present were Assistant Superintendent for Business Shevenell, Assistant Superintendent of Curriculum, Instruction, and Assessment Yarlott, Interim Chief Educational Officer Olsen, and Kaitlyn Vadney, Student Representative.

Board Member Peters – Participated via Telephone.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

Chair Guagliumi pointed out that the School Board would accept public comment via email and to do that members of the public could send emails to publiccomment@sau26.org.

2. PUBLIC PARTICIPATION

There were none.

3. RECOGNITIONS

Interim Chief Educational Officer Olsen recognized Ms. Melissa Terry, a pre-school teacher at the Reeds Ferry Elementary School, who had completed 18 graduate credits through Endicott College in Applied Behavior Analysis. He said she was now qualified to become a board-certified Behavior Analyst.

Interim Chief Educational Officer Olsen said he received an email from Ms. Bonnie Painchud, Principal, Reeds Ferry Elementary School about the very positive feedback received from parents regarding substitute teachers. He said Rosemarie Rung was one of the substitutes who received very nice compliments.

4. INFORMATIONAL UPDATES

- a. Superintendent Update

Interim Chief Educational Officer Olsen said the Thorntons Ferry Elementary School Parents Organization had raised \$27,000 to be contributed to the new, more inclusive, and accessible playground and congratulated all involved in raising the money.

Interim Chief Educational Officer Olsen said the Random Acts of Kindness Student Group had forty blankets that would be hung on a fence at Veteran's Park in Manchester on the morning of

51 December 24th. He also said the high school Giving Tree had raised several thousands of dollars
52 in gift donations to assist families in Merrimack.

53
54 Interim Chief Educational Officer Olsen thank the Merrimack Police Department for their
55 extraordinary presence the previous Friday in response to the possible acts of school violence.

56
57 Interim Chief Educational Officer Olsen thanked Ms. Melissa Fazlic, Director of Human Resources
58 for working with Rite-Aid as there had been over 300 participants in the vaccination clinic held the
59 prior Saturday.

60
61 Interim Chief Educational Officer Olsen informed the Board that the application deadline closed
62 for the Assistant Principal position at the middle school and they would begin reviewing the
63 applications the following morning and would keep the Board informed.

64
65 Interim Chief Educational Officer Olsen said he would have his first meeting with administrators
66 regarding the administrative evaluation process soon and would work collaboratively with them
67 towards coming up with a good evaluation instrument.

68
69 Interim Chief Educational Officer Olsen wished everyone a Merry Christmas and a happy and
70 healthy New Year.

71
72 b. Assistant Superintendent for Curriculum Update

73
74 Assistant Superintendent for Curriculum Yarlott said there were three curriculums in the process
75 of being revised; the health curriculum, the social studies curriculum, and the world language
76 curriculum. She said they had obtained Jay McTighe, who was a national “guru” for the
77 Understanding by Design (UBD) process for curriculum revisions and he would do some
78 professional development with the administrators and department heads at the end of January.

79
80 c. Assistant Superintendent for Business Update

81
82 There were no updates.

83
84 d. School Board Update

85
86 There were no updates.

87
88 e. Student Representative Update

89
90 There were no updates.

91
92 **5. OLD BUSINESS**

93
94 a. Health & Safety Task Force Recommendation for January

95
96 Interim Chief Educational Officer Olsen reported the task force had met approximately 1 ½ weeks
97 ago and it was their recommendation to continue with the current masking policy during the month
98 of January. He said the state numbers for the Town of Merrimack indicated 322 new cases of

99 COVID in the past 14 days and the rate of new cases per 100,000 people was 1,217, noting that
100 number was about 250 – 300 in August.

101
102 Board Member Hardy asked if any particular school went above 5% they would go to two-week
103 mandatory masking. Interim Chief Educational Officer Olsen replied that was correct.

104
105 Board Member Hardy said the current policy indicated that masks were required for sporting
106 events for everyone except for the players. She asked how that policy was being enforced
107 because she noticed many students at a recent game were not in compliance. Interim Chief
108 Educational Officer Olsen replied he would meet with the high school administration and would
109 do several public service announcements.

110
111 **MOTION:** Board Member Barnes made a motion to continue the current mask wearing practice
112 for the month of January with an opt out and a requirement that if a building reached a 5% positivity
113 rate (COVID) or higher a two-week mandatory mask wearing policy would be instituted. Board
114 Member Hardy seconded the motion.

115
116 **The motion passed 5 – 0 – 0 by a roll call vote.**

117
118 b. Board's Response to COVID Data and Recommendation

119
120 There were none.

121
122 c. Approval of the Capital Improvement Plan

123
124 Assistant Superintendent for Business Shevenell said they were looking at 30,000 square feet of
125 roofing at the Thorntons Ferry Elementary School at a cost of \$1.6 million and the paving of
126 O'Gara Drive and new sidewalk (Master Plan Step 1A) at a cost of \$552,625.

127
128 Assistant Superintendent for Business Shevenell pointed out the Board was only being asked to
129 vote on the plan itself and not whether it was funded or not.

130
131 Board Member Barnes commented that she felt the roof at Thorntons Ferry had to be done as it
132 was an eminent safety issue. She asked if O'Gara Drive were in that same category as if it were
133 not she felt the item could go on a Warrant Article.

134
135
136 Board Member Barnes commented the SAU Office Study should be indicated as "funded through
137 encumbered funds" and not "TBD."

138
139 Board Member Barnes said she felt the Capital Improvement Plan document should have the
140 bonded debt built into it so it showed the true dips and spikes were that infrastructure created as
141 it pertained to the tax rate. Assistant Superintendent for Business Shevenell replied he would
142 provide the Board with an updated document.

143
144 Vice Chair Rothhaus encouraged the Board to submit a Warrant Article so that surplus funds
145 could be put back into the Capital Improvement Plan. She said the Brentwood building fell under
146 the master plan but she felt it should be on its own line.

148 **6. NEW BUSINESS**

149
150 a. Formal Presentation on Food Services Budget

151
152 Mr. Dave Dziki, Food Services Director, was present to discuss his department's proposed
153 budget.

154
155 Mr. Dziki explained he tried to keep the proposed budget for the Food Services Department as
156 level-funded as possible.

157
158 Mr. Dziki reviewed questions and answers as summarized below:

159
160 Board Member Barnes

161
162 With the cost of goods being impacted by inflation, has there been any consideration to adjust for
163 the cost of supplies to address the potential increase in costs?

164
165 Mr. Dziki

166
167 There is no inflation factor in the Food Services budget. All expenditures are covered by an
168 appropriate amount of funding to be self-supported.

169
170 Board Member Barnes

171
172 With the federal support for lunch programs without having the same reporting requirements that
173 were in place pre-pandemic, are there plans in place to account for what may be a risk in funding
174 if we do not get the applications in place for future years?

175
176 What can we do to ensure we don't end up having a rate increase in meals?

177
178 When was the last time the government adjusted salary benchmarking for eligibility for free and
179 reduced lunch?

180
181 Mr. Dziki

182
183 The state will be reimbursing districts at a higher rate.

184
185 While lunches are currently free for all, we are still actively encouraging parents to fill out free and
186 reduced lunch applications based on state criteria. This data is important to collect in order to
187 determine the district's Title I funding.

188
189 There is a paid lunch equity formula that is used to determine prices.

190
191 Board Member Barnes commented that one of her concerns was that residents of Merrimack
192 were suffering from food insecurity and wanted to watch the data points carefully.

193
194 Board Member Peters asked, regarding the increase in the Food Service Food & Milk line if that
195 referred to the standard lunch or just to purchase a la carte items in addition to or instead of the

196 standard lunch menu. Mr. Dziki replied it was level-funded at \$600,000 and it did include a la
197 carte and regular meals.

198
199 Interim Chief Educational Officer Olsen asked if the supply chain issue was affecting government
200 commodities. Mr. Dziki replied it did and it was a hardship as some of the items they usually had
201 were not showing up. He added, however, he had been able to set aside \$55,000 in funds to
202 purchase fresh fruits and vegetables which he was able to order on a weekly basis.

203
204 b. Formal Presentation on James Mastricola Upper Elementary School Budget

205
206 Ms. Marsha McGill, Principal, and Ms. Nicole Rheault, Assistant Principal were present to discuss
207 their school's proposed budget.

208
209 Ms. McGill stated that the James Mastricola Upper Elementary School's proposed budget for
210 2022 – 2023 continued to reflect the priorities established by the Merrimack School District and
211 the Merrimack School Board. She said factors significant to the proposed budget included
212 students participating in educator-led afterschool enrichment opportunities, the purchase of sound
213 equipment for recording band/chorus performances, the replacement of an alto saxophone for
214 the James Mastricola Upper Elementary School band, the purchase of text and instructional
215 resources for a variety of reading levels to support literacy instruction for grades 5 and 6,
216 replacement of stools for the science room, and the replacement of the cafeteria tables, noting it
217 was the seventh phase of twelve regarding replacement of the tables.

218
219 Ms. McGill reviewed questions and answers as summarized below:

220
221 Chair Guagliumi and Vice Chair Rothhaus

222
223 This seems like a lot of money for glassware, thermometers, and stopwatches. What else does
224 this amount cover, or how many items are we budgeting for?

225
226 Ms. McGill

227
228 Elementary science curriculum is taught with consumable materials from kits. These are hands-
229 on activities with various supplies that need to be replenished annually.

230
231 There is a variability of cost, thus per student cost is not relevant. Supply needs for grade
232 levels vary.

233
234 Chair Guagliumi and Vice Chair Rothhaus

235
236 Regarding the health curriculum supply line, is this enough money to cover supplies for the entire
237 school? It seems like a very low amount given the number of students.

238
239 Ms. McGill

240
241 This is level-funded from last year. The amount is proportionally accurate based on enrollment
242 numbers.

243
244 Chair Guagliumi and Vice Chair Rothhaus

Regarding science supplies, can you please provide a further breakdown of this fund? Also, we recall that many line items in the elementary budgets used to also provide a count of students and per-student costs. Is there a reason this is not being done this year?

Chair Guagliumi and Vice Chair Rothhaus

Regarding community relations, please describe how this money is used to support home, school, and community collaboration.

Ms. McGill

This account supports home, school, and community collaboration. Examples include online newsletter subscription, volunteer orientations, and celebrations like the Annual Hawk Walk, etc.

Chair Guagliumi and Vice Chair Rothhaus

Regarding co-curricular, similar to the elementary schools, what does this involve? Is it a stipend? Please provide the Board with any stipend amounts paid at James Mastricola Upper Elementary School.

Ms. McGill

There are currently no stipends for co-curricular activities at any of the elementary budgets. The Nashua Adult Learning Center is an afterschool daycare program and not tethered to the proposed co-curricular activities. Students who participate in this afterschool care program can participate in co-curricular activities and then return to the program.

Chair Guagliumi and Vice Chair Rothhaus

Please provide a breakdown of supplies needed in all three elementary schools.

Ms. McGill

At James Mastricola Upper Elementary School some of the offerings may include the Jogging Jaguars, Field Hockey, Volleyball, Academic Assistance, Art Club, Chess/Cribbage, etc. Programs at the pre-k through grade 4 level could include but were not limited to Girls on the Run, Healthy Kids Running Club for Boys, gardening, coding, theater, Legos, or other creative endeavors!

Chair Guagliumi and Vice Chair Rothhaus

Please describe a description of what this will be used for exactly. Is it a stipend? Does it enhance the work we are doing with the adult learning center in after-school care? Please advise as to the breakdown at all three elementary schools.

Board Member Barnes

Please provide proposed extra-curricular programs so that we can understand the level of inclusivity to the student body that these funds support. Please also provide details on timing these programs, will they impact the after-school care and transportation for families. To frame

the concern, I want to be sure extra-curricular activities are not just available to those who have parents who can pick kids up an hour after school ends or as part of the on-site after-school programs. Also, will there be any cost to families for any of these programs, and if so, are there accommodations for those who cannot participate due to financial constraints?

Ms. McGill

This is a new account for all elementary schools. The intent of this program is to offer a variety of diverse opportunities for all students. The goal is to provide educator-led activities after school based on student interests. We will consider the needs of families when scheduling and planning these opportunities. There will be no cost to families for participation.

Board Member Barnes commented if you were a stay-at-home mom or were in the Nashua Program a student could easily participate but if both parents were working and unable to provide transportation it would come down to a select group of kids being able to participate. Ms. McGill replied they may look at having morning programs as well as some being structured around recess times. She pointed out, however, that they did not have an after school bus available.

Vice Chair Rothhaus commented that she was looking forward to hearing more about what the programs would look like and what the dates would be. She also asked what the stipend would be. Ms. McGill replied that one of the options was to run the programs in 12-week intervals.

Chair Guagliumi and Vice Chair Rothhaus

Regarding traffic, please explain these funds. Is it paid out to the Merrimack Police Department? Is this a placeholder or do we actually use it? We assume that there were no funds expended last year due to COVID.

Ms. McGill

This is to pay for police detail and traffic control when large activities occur at school. Events might include things like parent nights, art shows, family fun nights, etc.

Chair Guagliumi and Vice Chair Rothhaus

Regarding field trips, is this all-inclusive for field trips, or do families have to contribute?

Ms. McGill

The money held in the accounts is for transportation expenses and parent chaperone admissions. Families pay for students' admissions. Accommodations are always provided for those who cannot pay. Some examples of field trips include the Museum of Science, Lexington & Concord Museum, and the Marapoza Museum. The lower elementary schools attend the Currier Art Museum and the State House.

Chair Guagliumi and Vice Chair Rothhaus

Regarding additional music equipment at the James Mastricola Upper Elementary School, please describe the need for the sound equipment for recording grades 5 & 6.

Ms. McGill

The James Mastricola Upper Elementary School is seeking recording equipment in order to record student shows, musicals, performances, etc., to place on the website for those parents who cannot attend, and to support community involvement.

Board Member Barnes

Why is there a reduction in furniture replacement in the upcoming fiscal year? We have seen consistent funding to keep furniture in a stable replacement cycle. It is down by roughly ½ year-over-year.

Ms. McGill

The tables in the computer labs were replaced over the last two years, which completed this particular furniture request.

Chair Guagliumi and Vice Chair Rothhaus

Regarding the technology line item, what are the supplies for computer education including paper and toner? Is anything else needed?

Assistant Superintendent for Business Shevenell

This is for computer keyboards, power cords, mice, cartridges, and toner, etc. This is purchased centrally through the technology and library/media departments.

Chair Guagliumi and Vice Chair Rothhaus

Regarding copiers, when do we decide to replace versus fix a copier or rent copiers? How old are our copy machines and what is their life expectancy?

Assistant Superintendent for Business Shevenell

We have 48 copiers in the district. They are all leased. Replacements depend on when the leases are over and/or the copers are at capacity.

Chair Guagliumi and Vice Chair Rothhaus

Please describe the textbook rotation process. How do we align the textbooks to the curriculum? Do students take home, or are they classroom sets? Please describe if they are consumables. Please discuss the approximate \$17K and how it aligns with the district reading program.

Assistant Superintendent for Curriculum Yarlott

As the curriculum is revised, textbooks are often adopted, i.e., Envisions was a new purchase and is a six-year contract.

Students have the option of taking textbooks home as needed but generally were housed in the classrooms.

There is a process for curriculum revisions and program selections.

Current text purchases: There are a plethora of consumables that need to be replenished every year such as Student response journals, new literacy Footprints kits, A-Z online materials, and Envisions journals. When grade-level classes are added, additional textbooks need to be purchased to outfit the class.

- c. Formal Presentation on Elementary School Budgets: Thorntons Ferry Elementary School, James Mastricola Elementary School, and Reeds Ferry Elementary School

Chair Guagliumi and Vice Chair Rothhaus

Regarding furniture, do we need ADA furniture for other schools right now? What \$1,000 furniture is needed for an extra classroom as it does not seem like very much money for an entire classroom. Are there any other furniture needs at the other two schools? We understand past practice and the need to keep from budget spikes, but we would like to know if there are any immediate needs that are on hold until it is another school's "turn."

Board Member Barnes

It was noted that Thorntons Ferry furniture funds were transferred to James Mastricola Elementary School and Reeds Ferry for the purpose of purchasing ADA furniture. Please provide if other impacts to your furniture replacement plan occurred due to this shift in funding. Please be prepared to talk about the impact on future purchases in the plan.

Ms. Romein

Past budgets have typically replaced furniture for one to two classrooms each year. This budget does the same; however, the type of furniture we are buying is specifically to meet the needs of diverse learners. The proposed furniture budget at James Mastricola Elementary School also included new furniture for the art room. This completes the purchases for the art room for all three elementary schools.

In response to the questions about what was cut in the furniture budget at Thorntons Ferry, in reality, there is not a cut but a rebalancing of funding. In the past two budgets, Thorntons Ferry has included furniture to outfit brand new classrooms. There are no new classrooms being added, only shifts in grade levels. This is addressed by the \$1,000 at each school. Therefore, in an attempt to be fiscally responsible, we have proposed moving these funds to the other two buildings. As we move forward in other years, there will continue to be furniture needs as a result of meeting the diverse needs of students and further implementation of Universal Design for Learning.

Should we not receive the funding we are requesting, we will continue to use the furniture we have, being mindful that it does not adequately meet the needs of all of our learners and the increasing cost of furniture.

Board Member Barnes asked if there was a way to take the furniture line and add an “incremental furniture” line versus “replacement?” She said it would be helpful in terms of identifying the goals surrounding Universal Design for Learning Program (UDL) and were integrating new furniture and structures. Assistant Superintendent for Business Shevenell replied he could separate those line items.

Chair Guagliumi and Vice Chair Rothhaus

Regarding postage, James Mastricola Elementary School and Reeds Ferry have different postage budget line items. James Mastricola Elementary School has \$960.00 and Reeds Ferry and Thorntons Ferry have line items totaling \$1,698.00 respectively.

Assistant Superintendent for Business Shevenell

This is a three-year average of actual usage for each building.

Board Member Barnes

Pertaining to the James Mastricola Elementary School, how have you managed without a Behavior Specialist? I do not see a change in the Behavioral Specialist line item to show there was a delta. Was this an unfilled position or a newly established one, as the Superintendent’s message makes it seem? There seems to be a critical need for this role. My position on this is that we should look to fill this role in the CURRENT school year, and continue funding this position in the upcoming fiscal year.

Ms. Romein

In the past, James Mastricola Elementary School has relied on the ED (emotional disability) teacher for supports. This is not sustainable with the existence of the PASS (Program for Academic and Social Success.) This year, Special Services has hired a Behavior Specialist using contracted services. This will be a new position.

Assistant Superintendent for Business Shevenell added the previous year (2020 – 2021) there had been an \$8.1 million surplus and a lot of it was surplus in rehires and the inability to hire a lot of support staff including custodians, food service workers, and paraprofessionals. He said the current budget reflected a savings in personnel of approximately \$230,000 to \$240,000 due to rehires, retirements, and people coming into the field at a lower level. He said there was enough money in the current operating budget to fund the position and there would be room the following year as well without an increase to any line items. Board Member Barnes commented that she felt the funding should always be shown for the position. Assistant Superintendent for Business Shevenell replied that the School Board had the legal authority per the RSA to do line item transfers.

d. Task Force Discussion

Assistant Superintendent for Curriculum Yarlott explained that she along with Interim Chief Educational Officer Olsen and the administrative team were working on the next steps in bringing about a proposal for a "Portrait of a Learner." She said the Merrimack School Board and the leadership team would be bringing key constituents together to identify shared values, priorities, and visions for the educational system, schools, and students.

Assistant Superintendent for Curriculum Yarlott explained that she was proposing a task force and wanted to discuss what the composition might be. She said they would certainly want representatives from the School Board, leadership representation, staff members, high school students, and parents. She said she felt it would also be important to have a few business representatives.

Assistant Superintendent for Curriculum Yarlott said she was hoping to define some high-level goals and have the vision vetted by September of 2022.

Board Member Barnes commented that she felt there should be a total of six parents who could participate on the task force which would equal to one representative per building. She also suggested that perhaps the parents could also be ones that already participated in the District Parent Group.

Board Member Barnes asked Assistant Superintendent for Curriculum Yarlott if she had identified who would be the facilitator of the task force and if there were any costs associated. Assistant Superintendent for Curriculum Yarlott replied she felt the facilitator should be familiar with Merrimack, there would be an associated cost, and was hoping they could use ESSER (Elementary and Secondary School Emergency Relief) Funds.

Board Member Peters stated she felt the facilitator should be familiar with Merrimack but be an unbiased, non-stakeholder. She also said part of the facilitator's role was to meet separately with each constituency group.

e. Board's Response to Snow Day Recommendation

Interim Chief Educational Officer Olsen commented he was proposing that the district have traditional snow days/no school days when inclement weather made it unsafe for both staff and students to attend school. He said the Department of Education required school systems in New Hampshire to be in attendance for 180 days but he pointed out it also had an instructional hour requirement of 990 hours for grades 7 through 12, and 945 hours at the elementary level. He said the instructional hours were met after 175 days because it included 30-minute recess periods that were counted towards instructional hours. He recommended that the district not use remote instructional days in place of snow days where no one would be in attendance but follow a traditional snow day model.

Board Member Barnes asked if a survey had been sent to parents regarding the issue. She suggested perhaps the students could get a couple of hours of school in per day (on a snow day) but not spend the entire day on Zoom. Interim Chief Educational Officer Olsen replied that the Department of Education required 80% or more of staff and students participate per day to be credited as a school day and that could be somewhat challenging. He suggested following his recommended plan and if things changed and they had eight or nine snow days (noting that was atypical) they could come up with a revised plan.

Chair Guagliumi stated that she agreed with Interim Chief Educational Officer Olsen's recommendation but also agreed that a survey should be sent out to parents to get a feel for how they felt about it.

Board Member Hardy said she felt it would be extremely challenging for students and parents to pivot and go remote for a one-off snow day.

MOTION: Vice Chair Rothhaus made a motion to accept the Interim Chief Educational Officer Olsen's recommendation for a traditional snow day schedule as presented.

Discussion:

Board Member Peters said she felt the policy should have a conditional clause that stated if the district reached a certain amount of snow days that the item be readdressed.

MOTION: Vice Chair Rothhaus updated her motion to replace the motion that passed the previous year, the "Severe Weather Alternative Plan" (SWAP Day) for remote instruction during inclement weather days. Board Member Hardy seconded the motion.

Discussion:

Board Member Barnes stated she would vote in the negative as she felt it was important to make such a decision after parents were surveyed.

The motion passed 4 – 1 – 0 by a roll call vote. (Nay – Board Member Barnes)

f. School Safety Update

Interim Chief Educational Officer Olsen explained there was a subcommittee of administrators put together to review the current school safety manual as well as the practices and procedures. He said the Merrimack Police and Fire Departments would be involved in the process. He also said one of the things that would be addressed would be ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) training for both staff and students.

g. Advise and Confer Update

Chair Guagliumi stated that Advise and Confer was an agreement between administrators and the district and was not a collective bargaining agreement and was not a Warrant Article but it was subject to negotiations. She said the agreement had been negotiated the previous fall and it would be voted on later in the Consent Agenda.

Chair Guagliumi said there were key items to note under the agreement that she wanted to state publicly.

1. A market analysis was led by the Director of Human Resources to evaluate the administrator's salaries in relation to other comparable districts in the area and the School Board made a market correction to many administrators effective in the current year.

2. This agreement is also a three-year agreement that would provide the following key items effective July 1, 2022, for a period of three years:

- a. There is a 3.25% increase each year.
- b. The recipients would agree to increase their health cost-share increase which would lower district expenses by 2.0% by the end of the contract term.
- c. The Board agreed that the district would contribute an additional \$500 towards retirement for the recipients in the match section of the agreement.
- d. There was an educational attainment amount of (\$1,000 and \$3,000 respectively) that would be given each year of the agreement to those administrators who had either their CAGS (Certificate of Advanced Graduate Study) or a Ph.D. (Doctor of Philosophy).

h. Other

There was no other new business.

7. APPROVAL OF MEETING MINUTES

a. Approval of December 6, 2021, Minutes

MOTION: Board Member Barnes made a motion to approve the December 6, 2021, minutes as presented. Board Member Hardy seconded the motion.

The motion passed 5 – 0 – 0 by a roll call vote.

8. CONSENT AGENDA

a. Educator Resignations

- Heather O'Connor, PASS Special Educator, Merrimack Middle School

b. Advice and Confer Agreement

MOTION: Board Member Barnes made a motion to approve the Consent Agenda as presented. Board Member Hardy seconded the motion.

The motion passed 5 – 0 – 0 by a roll call vote.

633
634 **9. OTHER**

635
636 a. Committee Reports

637
638 Board Member Barnes stated that the Greater Woods Subcommittee had met the previous week
639 and it was decided the subcommittee would meet every other month and would, therefore, meet
640 again in February and April. She said since she was not running for reelection on the School
641 Board there would have to be some succession planning. Board Member Barnes said they were
642 finalizing the master plan and there were some projects they were hoping to get done within the
643 next year, noting the outdoor classroom was one that she felt was very important for the district.
644

645 b. Correspondence

646
647 There were none.

648
649 c. Comments

650
651 Vice Chair Rothhaus commented that her neighbor had started substitute teaching and loved it!
652

653 **10. PUBLIC COMMENT**

654
655 Mr. Chuck Mower, 4 Depot Street, addressed the Board and asked if someone could explain
656 how social and emotional learning was going to be handled as a new initiative because he felt
657 teachers had always exercised good judgment in terms of social and emotional learning. He
658 asked if the new initiative was going to be treated as a matter of the classroom curriculum delivery
659 or a pod of some kind for professional development outside of the classroom. He also asked
660 what type of cost would be associated with it.
661

662 Chair Guagliumi asked Interim Chief Educational Officer Olsen to reach out to Mr. Mower and
663 answer his questions.
664

665 At approximately 9:10 p.m. Board Member Barnes made a motion to adjourn. Board Member
666 Hardy seconded the motion.
667

668 **The motion passed 5 – 0 – 0 by a roll call vote.**

MERRIMACK SCHOOL DISTRICT
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KIMBERLY YARLOTT
Assistant Superintendent for Curriculum

EVERETT V. OLSEN, Jr.
Interim Chief Educational Officer

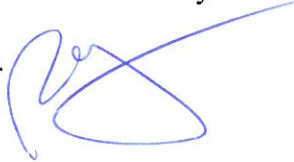
MATTHEW D. SHEVENELL
Assistant Superintendent for Business

To: Cinda Guagliumi
Laurie Rothhaus
Shannon Barnes

Jenna Hardy
Lori Peters
Kaitlyn Vadney

From: Everett V. Olsen, Jr.

Date: December 30, 2021



Subject: Middle School and High School Course Enrollments

In preparation for our discussion of the middle school and high school fiscal 2023 budgets, I am sending a list of courses with respective enrollments for both schools. High schools generally offer a number of elective courses, some of which have lower numbers of students. The lower enrolled elective courses will sometimes create questions as to whether or not, from a financial perspective, the course should continue to be offered. An important consideration in any such discussion is that full-time staff who are teaching core content courses sometimes teach an elective course. If an elective is eliminated, it may result in a decrease to the full-time equivalency (FTE) of the staff member which could possibly jeopardize the staff member's employment in Merrimack.

I look forward to our budget discussions on Monday and Tuesday nights.

Happy New Year!