

**Merrimack School Board Special Meeting
Merrimack School District, SAU #26
Merrimack Town Hall – Matthew Thornton Room
September 15, 2025**

5:00 p.m. – Non-Public Session pursuant to RSA 91-A:3, II (a) (b) (c) – Merrimack TV Training Room

• **Staff Welfare**

Present: Ms. Lori Peters, Chair; Ms. Laurie Rothhaus, Vice-Chair; Ms. Jenna Hardy, Board Member; Ms. Naomi Halter, Board Member; and Ms. Rachel Paepke, Board Member

Also Present: Mr. Everett Olsen, Chief Educational Officer; Dr. Kathleen Scholand, Interim Assistant Superintendent of Curriculum; Mr. Matt Shevenell, Assistant Superintendent for Business; and Matthew Brown, Student School Board Representative.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

At 6:00 p.m., Chair Peters called the regular meeting to order.

Chair Peters read aloud the Merrimack School District's mission statement into the record as follows:

The Merrimack School District will provide a high-quality, future-driven education to all students in the community. Students will engage in learning opportunities that reflect both rigor and relevance and meet their cognitive, social, and emotional needs. The district will prepare students to understand, adapt, and adjust to civic, economic, social, and technological changes in the world. Our overall goal is to inspire, create, and encourage students to be curious, connected, prepared, resilient, and dedicated individuals who are lifelong expert learners. Merrimack graduates exercise judgment; they are innovative and will become responsible contributors to society. We hope the discussions we have tonight will always align with that mission.

Chair Peters declared a moment of silence for the horrendous violence the nation witnessed in Utah and Colorado, as well as for those who lost their lives on 9/11.

Chair Peters read aloud from a prepared statement:

As elected officials, the School Board served in a dual capacity, representing both the voters and the students, teachers, and staff of the Merrimack School District. We condemn all violence in our country, our community, and in our schools. We need to continue to work together to disagree respectfully, treat one another kindly, and ensure that our students are educated in a safe and respectful environment. This Board has committed to serve and uphold these ideals. She said they needed to work together to disagree.

a. Introduction of the Student Representative to the School Board

Chair Peters introduced Matthew Brown as the School Board's new Student Representative.

2. PUBLIC PARTICIPATION

Ms. Rosemarie Rung, State Representative, (21 Ministerial Drive) addressed the Board and stated that she had filed a Bill that would have the New Hampshire Department of Environmental Services develop administrative rules regarding the municipal and commercial storage of salt. She said it was brought to her attention by an organization called New Hampshire Lakes. She added that one of the things they had noticed in ongoing surface water testing was an increase in salinity, which was very serious.

Ms. Nancy Murphy, State Representative, (20 Brenda Lane) addressed the Board and said she shared Ms. Rung's concerns regarding road salt and felt it was very important to protect their water sources.

Ms. Murphy also stated that she had some concerns about the lunch periods being only 22 minutes.

3. RECOGNITIONS

There were none.

4. INFORMATIONAL UPDATES

a. Superintendent Update

Chief Educational Officer Olsen also welcomed Matthew Brown, noting that he had participated in the district's Strategic Plan. He added that the first leadership team meeting would take place on Wednesday and would continue every other Wednesday thereafter.

Chief Educational Officer Olsen said the cable programming would start soon and encouraged members of the Board to join him. He added that the following Wednesday, September 17th, was "Constitution Day" and there would be many activities happening across the school district.

Chief Educational Officer Olsen shared that Dr. Sara Campbell had participated in a week-long program at M.I.T. pertaining to science and engineering. He said she had learned a lot about "instructional gaming."

Chief Educational Officer Olsen congratulated the Thorntons Ferry Elementary School for receiving \$2,000 award from VOYA for their hydroponic garden.

Chief Educational Officer Olsen also congratulated Brian Miller, who was the Boys Lacrosse Coach, and had been recognized by the National Federation of High School Coaches' Association for his outstanding contribution to coaching, standards of sportsmanship, fair play, and integrity.

Chief Educational Officer Olsen also said that he had provided the School Board with a list of resolutions from the New Hampshire School Administrators' Association. He said he also printed out the legislative activity that had been signed into law over the course of the 2025 session by Governor Ayotte.

b. Assistant Superintendent for Curriculum Update

Interim Assistant Superintendent for Curriculum Scholand reported a successful professional development day the previous Wednesday, September 10th. She said they continued working on Wit & Wisdom, held a session on fluency, the K-4 classroom teachers meet in one session, while the 5-6 English Language Arts (ELA) teachers met in another. She said the 8th-grade teachers

had professional development on Wit & Wisdom regarding writing. She said that middle school and high school teachers continued work on competencies.

Interim Assistant Superintendent for Curriculum Scholand shared that the K-6 physical education teachers participated in a “Catch Physical Education Curriculum” training. She said the English for Speakers of Other Languages (ESOL) teachers participated in some virtual training with their Vista Curriculum. She said they also had intervention training, adding that Peg Dawson, author of “Smart, but Scattered,” spoke with a large contingent of staff on the topic of executive functioning.

Interim Assistant Superintendent for Curriculum, Scholand said the next two professional development days would be held on October 10th and December 10th, both early release days.

Interim Assistant Superintendent for Curriculum, Scholand commented that she and Jason Pelletier, Director of Technology, had begun meeting with external providers regarding Artificial Intelligence to gather proposals for a collaborative project.

Interim Assistant Superintendent for Curriculum, Scholand stated that the Professional Development Committee had met the previous Thursday, September 11th, and hoped to schedule a Curriculum, Instruction & Assessment Committee meeting for October 21st.

Interim Assistant Superintendent for Curriculum Scholand commented that they were working on Site-Based Learning Plans, which were underway.

Interim Assistant Superintendent for Curriculum Scholand commented that the Title 1 Grant for the 2024-2025 had been closed, and they wanted to close the Title 2A, Title 3A, & Title 4A grants by the end of September.

Board Member Halter asked about the goal of Artificial Intelligence (AI). Interim Assistant Superintendent for Curriculum, Scholand, replied that, following Board policy, they were seeking guidance from an external provider to outline what a rollout would look like. She added that the policy had not yet been approved.

c. Assistant Superintendent for Business Update

Assistant Superintendent for Business Shevenell stated that the roof project at James Mastricola Elementary School was still ongoing. He also said they were in the midst of replacing the gym floor at the James Mastricola Elementary School.

Assistant Superintendent for Business Shevenell said that the prior week, they had a meeting with the Planning & Building Committee.

Assistant Superintendent for Business Shevenell stated that the district would spend the \$400,000 from the 2024-2025 IDEA Grant in the current year. He added that the following year, they would receive \$1 million from the 2025-2026 IDEA Grant.

d. School Board Update

Chair Peters commented that under new business, they would need to vote to designate Vice-Chair Rothhaus as the delegate for the New Hampshire School Board’s Association, as she would not be in town.

Chair Peters announced on September 30th that a public meeting would be held to discuss the Watkins Harvest & Forest Management. The time would be determined later.

e. Student Representative Update

Student Representative Brown reviewed the following student updates:

- Homecoming Game (Friday)
- Homecoming Dance (Saturday)
- Senior Night (Football, Cheer, Marching Band, & the Color Guard)
- Senior Parent Information Night
- October 18th – PSAT Day
- Clubs were looking for new members
- Colleges were visiting the Guidance Department to speak with students.

5. OLD BUSINESS

a. Salt Reduction

Chair Peters introduced Don Provencher, Chair, and Ron Myer, Superintendent, both of the Merrimack Village District Water Works, further referred to as MVD.

Mr. Provencher stated that the MVD had six active wells, and all of the wells had an increase in sodium chloride concentrations as a result of over-application of road salt. He stated that the most critical wells were located in the Naticook Brook Aquifer. He said the salt issue primarily existed at the intersection of Industrial Drive and Continental Boulevard, where Wells #2 and #9 were located. He added that action needed to be taken to reduce the amount of salt being pumped into the Aquifer.

Mr. Provencher said they had a well near Green Pond, Well #3, that was closed because the salt content was too high. He said Wells #2 and #9 provided approximately half of the drinking water.

Mr. Provencher explained that a few years prior, they had received a grant from the Department of Environmental Services (DES) to establish a watershed-based management plan. He said that the plan model identified the need for some limited salt districts. He added that the town changed its salt policy in 2022, and there were a significant number of roads with reduced or no salt in Merrimack. He said the Department of Transportation (DOT) owned and operated Industrial Drive and Continental Boulevard from Industrial Drive to Pennichuck Square.

Mr. Provencher stated that the DOT had made it clear that they would not move forward with the reduced-salt roads unless all stakeholders sign off on the same request. He said he was present to request that the School Board sign the proposed letter. He read the letter into the record, as summarized below:

The Town of Merrimack is requesting that the Department of Transportation issue a low salt or limited salt route from the Exit 10 ramp from D.W. Highway, southbound onto Industrial Drive, continuing south on Continental Boulevard to the end, where Continental Boulevard meets Milford Road.

Mr. Provencher noted that adding the proposed area as a low- or limited-salt route would be de minimis to the existing school bus routes.

Chair Peters explained that the concerns the School Board had when writing its initial letter were that it had no say in the low-salt/no-salt areas where the buses ran. She said that it would provide them with absolute deniability in the event of a liability issue. She further stated that she felt DOT

had plausible deniability in the event of an incident. She said that if there were an accident with a school bus, because using brine was not enough, the district would be held liable.

Chair Peters commented that the School Board absolutely supported using less salt, but their concern was with the DOT taking the plausible deniability stand.

Board Member Halter commented that she felt the School Board needed assurance from DOT that it was a best practice and would not create a more dangerous situation.

Vice-Chair Rothhaus stated that the Town Council had signed the letter and believed it would be sufficient for the Department of Transportation.

Chair Peters pointed out that the town and the school were two entirely different entities, and if the DOT could provide them with some reassurance, the Board would be much more inclined to sign off on the original letter.

Board Member Hardy suggested that the letter be rewritten to read "If the School Board would defer to the Town because they were the ones who controlled the roads in the Town of Merrimack." To be reviewed by Town Counsel.

MOTION: Board Member Hardy made a motion to rewrite the letter using the language from the town's letter and some language that states "they would defer to the town's right to decide on the roads in the Town of Merrimack." The language shall be reviewed by legal to ensure it was written appropriately. Board Member Paepke seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

b. Update of Cell Phone Policy

Interim Assistant Superintendent for Curriculum Scholand commented that she had been in touch with the principals in the school buildings and had asked them for a report regarding data on the new cell phone policy through the previous Friday. She said one of the areas where they expected students to continue to carry cell phones was in high school. She added that all other schools had little to no impact. She said that overall, the new policy was working well.

Student Representative Brown commented that, from a student perspective, he felt things were also going well overall. He said some students disagreed with the new policy, but they were all trying to adapt to it.

c. Retainment Amount from Surplus

Assistant Superintendent for Business Shevenell stated that the current year's surplus was \$2.1 million, and the district wanted to retain \$900,000. He said the impact on the tax rate would be 18 cents per thousand or \$90.00 per year. He added that the plan was to use the surplus for any overage in the special education area.

MOTION: Vice-Chair Rothhaus made a motion for the district to retain \$900,000 from the budget surplus. Chair Peters seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

6. NEW BUSINESS

a. Student Enrollments

Chief Educational Officer Olsen stated that members of the leadership team had begun compiling preliminary enrollment numbers for the 2026–2027 school year. He noted that the preliminary enrollment number indicated a decrease of 19 students in grades K-12, noting that out-of-district and homeschool numbers were not included but would be provided in the future.

b. Approval of Parent/Student Handbooks

MOTION: Board Member Hardy made a motion to approve the Parent/Student Handbooks, with the noted edits. Board Member Paepke seconded the motion.

Discussion:

Vice-Chair Rothhaus commented that she felt there were areas in the handbook that could be better defined, i.e., clarifying the discipline code.

Board Member Halter commented that she felt the handbook needed a comprehensive overhaul.

Board Member Paepke commented that she felt a sub-committee should be created by January to conduct the comprehensive overhaul to be completed by the end of the school year.

Vice-Chair Rothhaus commented that she agreed with Board Member Paepke but wanted to see it done sooner than the end of the year.

Chair Peters stated that handbooks were a legal document, and the district could get into some legal trouble if it changed mid-year.

Board Member Paepke stated that she felt some grammatical errors could be fixed relatively quickly.

MOTION CARRIED: 5 – 0 – 0.

MOTION: Board Member Paepke made a motion for the administration to form a subcommittee to discuss substantive changes to the parent/student handbooks, considering all stakeholders, and to complete this task by June 30, 2025. Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

c. 2025 School Board Goals

Chair Peters read aloud from the Merrimack School District's Mission Statement.

Chair Peters stated that the General District Goals were as follows:

- Fostering a district that is connected, consistent, and collaborative.
- Consistency among experiences for staff from school to school.
- Increased communication with staff through regular communication and feedback tools to build trust.
- District-wide meeting on the first day back. (Goal for the next year)
- Pass the Budget through clear and consistent messaging.

- Pass the MTA Contract.
- Administrators who are PRESENT in the buildings and classrooms.
- Central Office Plans – continue looking at options and saving overtime.
- Analysis of a Central Office for next year vs. rising costs over the next five years.

Chair Peters reviewed the specific goals for the 2025 - 2026 school year as follows:

1. Communication: Create a dynamic relationship between the District and the community through clear and consistent communication.
2. Collaborate with the high school administration and staff on a study with the goal of outlining the resources needed to make Merrimack High School a flagship school of New Hampshire.
3. Strategic Objective – Review of Program of Studies.
4. Strategic Objective – Continue forward momentum towards a flagship high school.
5. Provide responsive programs, instruction, and systems of support that engage all students with opportunities and pathways that effectively meet their needs, support academic, social, and emotional growth, and enable the pursuit of individual passions and interests.
6. Strategic Objective – Family Communication.
7. Strategic Objective – Streamlined Interventions through MTSS.

The 2025-2026 Goals align with the Merrimack School District Strategic Plan and the Vision of Learner.

The Central Office will work closely with building leadership to ensure that building goals align with the Strategic Plan and the School Board Goals, and we welcome feedback on these goals.

Board Member Hardy commented that the district had brought in an incredible speaker to discuss UDL (Universal Design for Learning). She said she was an Social-Emotional Learning (SEL) Interventionist in a different district. She explained that her job entailed addressing behaviors as they first occurred, allowing her to help students develop coping skills and manage their emotions. She added that since she could work with the student on an individual basis, it did not disrupt the teaching of the other students.

Vice-Chair Rothhaus stated that as they enter Merrimack Teachers' Association (MTA) negotiations, they believe the discussion should include the ability to hold meetings regarding special education outside of regular school hours, as well as teacher compensation.

Board Member Paepke commented that it may be helpful for each building to share its building goals.

Student Representative Brown commented that he was happy to see the strong focus on digital communication, which should be available in multiple languages and be accessible to people with disabilities.

d. Letter to the Diocese of Manchester

Chief Educational Officer Olsen shared that he had sent a letter to the Diocese of Manchester indicating that, in the event that the Our Lady of Mercy Church were to be a place of worship no longer and would be sold, the Merrimack School District would like the right of first opportunity to purchase the church and the adjacent parking lot.

e. Letter to State Leaders

Chair Peters read aloud the draft letter, as summarized below:

On behalf of the Merrimack School Board, we are writing to convey our deep concern regarding the inequities and unsustainability of New Hampshire's current approach to funding public education. The New Hampshire Supreme Court's determination that state education spending is unconstitutionally low and a Superior Court ruling on inadequate special education funding underscore the urgent need for bold and comprehensive reform in the upcoming legislative session.

For decades, New Hampshire has relied heavily on local property taxes as the primary source of education funding. This model has created profound inequities between communities and placed an overwhelming burden on local taxpayers. As school costs continue to rise, districts like ours face untenable choices such as cutting staff, limiting programs, and increasing class sizes, while still striving to meet the constitutional requirement of providing an adequate education to all children.

We respectfully call upon the Governor and Legislature to take the following steps:

1. Identify and increase state-level revenue sources for education.

New Hampshire must diversify and strengthen its sources of state revenue to provide sustainable and equitable funding for education. Spreading the burden across a broader base of taxpayers, not just local property owners, will reduce inequality, stabilize school budgets, and strengthen statewide investment in our students.

2. Substantially raise the state's share of education funding.

Our state ranks last in the nation in the percentage of education funding provided by the state government. Meanwhile, inflation continues to rise annually, and school districts are disproportionately affected because healthcare and other

employee benefit costs consistently outpace inflation. The State Adequacy Grant has not increased with inflation for twenty-five years, and when adjusted for inflation, it is effectively 50% less than it was in 1999. Without greater state support, local taxpayers are left to fill the gap, forcing districts to choose between steep tax increases and painful program cuts. Increasing the state's share would not only ease this burden but also help ensure that every child, regardless of ZIP code, has access to the resources necessary for success.

3. Protect local control and oppose statewide budget caps on school districts.

Local communities best understand the needs of their students. Any legislation that restricts locally elected school boards from setting appropriate budgets undermines New Hampshire's tradition of local control and jeopardizes districts' ability to respond to changing student needs.

Despite these financial challenges, New Hampshire continues to rank among the top ten states in multiple national school ranking reports, a testament to the dedication of our educators and communities. However, sustaining this level of excellence requires realistic and competitive teacher salaries, especially considering New Hampshire's high cost of living. To recruit, train, and retain excellent staff, school districts must be able to offer compensation that reflects the economic realities faced by the very professionals who make our schools successful.

The courts have made clear that the state is not meeting its constitutional duty. It is now imperative that lawmakers act to create an equitable, sustainable, and forward-looking education funding system. Doing so is not only a constitutional obligation but also a moral commitment to the future of New Hampshire's children and communities.

We urge you to seize this opportunity in the next legislative session to lead with vision and fairness. Public education is the foundation of our state's prosperity, and it is time for meaningful reform that shares the responsibility more broadly and lessens the burden on local taxpayers.

Board Member Hardy commented that she felt the letter should be posted on social media and the website.

Vice-Chair Rothhaus commented that all state representatives should be invited to a meeting to hear the letter and provide commentary.

MOTION: Board Member Halter made a motion to sign and send the letter, as well as invite the State Representatives to a future meeting to review the letter. Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

f. Designate Vice-Chair Rothhaus – NHSBA

MOTION: Chair Peters made a motion to designate Vice-Chair Rothhaus as the School Board's delegate to the New Hampshire School Board's Association's annual meeting. Board Member Hardy seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

g. Data on Lunch Periods

Assistant Superintendent for Business Shevenell commented that, after a few hectic weeks, the lunch periods were progressing nicely. He said they would consider adding a lunch period in the future, but in the meantime, he encouraged students to keep their school ID cards with them at all times.

Student Representative Brown commented that he, along with many students, did not feel that the lunch periods were long enough.

Chair Peters commented that she had heard from building administrators that shorter lunch periods reduce behavioral issues.

Board Member Paepke stated that she felt a happy medium could be achieved and agreed that the lunch periods were a bit too short, even considering the “passing time” factor.

MOTION: Vice-Chair Rothhaus made a motion that a policy be put in place, indicating that if meaningful changes were made, i.e., to the schedule or grading policies, the School Board should review them. Board Member Paepke seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

7. POLICIES

a. Student Use of Artificial Intelligence (EHAGA) (2nd Reading)

b. Staff Use of Artificial Intelligence (EHAGB) (2nd Reading)

MOTION: Board Member Hardy made a motion to add language to both policies (EHAGA) Student Use of Artificial Intelligence and (EHAGB) Staff Use of Artificial Intelligence, which stated “a yearly review of the policy shall be required.” Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

c. Approval of School Guidance and Counseling Program Policy (JLD)

MOTION: Vice-Chair Rothhaus made a motion to approve the School Guidance and Counseling Program – Policy (JLD), as amended. Board Member Paepke seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

d. Behavior Management and Intervention (JLDBA)

MOTION: Vice-Chair Rothhaus made a motion to approve the revised Behavior Management & Intervention – Policy (JLDBA). Board Member Hardy seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

e. Accommodation of Lactation Needs (ACN)

Chair Peters made a motion to approve the Accommodation of Lactation Needs (ACN) with the edit that on lines 47/48, the words: "People with lactation needs shall not be required to 'make up' time relating to the use of unpaid lactation periods." Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

f. Approval of Revised Daily Physical Activity Policy (IMAH)

MOTION: Vice-Chair Rothhaus made a motion to approve the Revised Daily Physical Activity Policy (IMAH). Board Member Paepke seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

8. APPROVAL OF MINUTES

a. August 25, 2025 – Public and Non-Public Minutes

MOTION: Board Member Hardy made a motion to approve the minutes from the August 25, 2025, public and non-public meetings, as presented. Board Member Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

b. September 2, 2025 – Public and Non-Public Minutes

MOTION: Board Member Paepke made a motion to approve the minutes from the September 2, 2025, public and non-public meetings, as presented. Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

9. CONSENT AGENDA

a. Educator Resignation

- Mikella Eichen, One-Year Kindergarten Teacher, TFS

b. Teacher Nominations

- Tami Littleton, Special Education Teacher, JMUES
- Kacey Anderson, One-Year Kindergarten Teacher, TFS

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

MOTION CARRIED: 5 – 0 – 0.

10. OTHER

a. Committee Reports

Vice-Chair Rothhaus stated that Assistant Superintendent for Business Shevenell, Chief Educational Officer Olsen, and she had attended the Planning & Building Committee meeting. She added that Chair Peters would attend the October 8th meeting to roll out the goals. She said that some of the discussion centered on the Capital Improvement Plan, and some committee members had concerns regarding air conditioning in the schools. She further stated that the overall discussion centered on hiring a math interventionist and curriculum versus air conditioning.

Vice-Chair Rothhaus also commented that a member of the Planning & Building Committee had proposed removing the entire Information Technology (IT) budget from the Capital Improvement Plan and submit it as a Warrant Article, which she deemed inappropriate.

Vice-Chair Rothhaus stated that further discussions included the need for fields and re-establishing the Field Committee.

Assistant Superintendent for Business Shevenell explained that the role of the Planning & Building Committee was to advise the School Board, noting that they did not have statutory authority, they did not create Warrant Articles, and they did not create budgets.

Chief Educational Officer Olsen stated that the only responsible way to replace technology was through an annual appropriation.

Recorder's Note: Board Member Hardy was excused from the meeting at 8:58 p.m.

Board Member Paepke commented that she had attended a Professional Development Committee meeting where they reviewed the process regarding reimbursements.

b. Correspondence

Chair Peters commented that she had received multiple concerns from parents that were forwarded to the administration. She said some correspondence needed to be forwarded to the Director of Student Services.

Board Member Paepke commented that she had received correspondence from a few parents regarding the professional development days, which were scheduled so early in the school year. They requested consideration in the next calendar cycle.

c. Comments

Vice-Chair Rothhaus stated that as elected officials, the School Board denounced all types of violence.

11. PUBLIC COMMENTS ON AGENDA ITEMS

State Representative Murphy addressed the Board, stating that she tried to address the issue of property tax bills at the Town Council meetings saying that the School District was often receiver of the blame of the amount of the tax bills, however she reminded people that given the state's

constitutional education funding failures, the school district would not even have to buy a pencil in order for the property taxes to increase.

State Representative Murphy also stated that she felt it was fiscally irresponsible for the people in Concord to support providing public tax dollars for the school voucher program.

State Representative Rung addressed the Board and stated that she would draft a letter to Commissioner Cass, the Commissioner of Public Transportation, regarding the salt issue.

State Representative Rung commented that Merrimack had hired a new Fire Chief and would like the Chief to provide the School Board with an inspection report of the SAU office.

12. ADJOURNMENT

MOTION: At approximately 9:10 p.m., Board Member Halter made a motion to adjourn. Vice-Chair Rothhaus seconded the motion.

MOTION CARRIED: 4 – 0 – 0.