

**Colebrook School Board
Meeting Minutes**

Date	12/17/2024
Time	6:00 pm – CAES Library
Location	Colebrook Academy & Elementary School library
Chairperson	Tim Stevens

Attendance

Attendance Legend: **P** - Present **E** - Excused **A**- Absent **R** - Remotely

School Board Members				Principal		SAU Members	
E	Nathan Lebel	P	Cayenne Amey	P	Kim Wheelock	P	Dana Hilliard
P	David Brooks	P	Julie Brunault		Asst. Principal	P	Bridget Cross
P	Rhonda Lyons	E	Tim Stevens	E	Stephanie Cameron	P	Chris Paquette
P	Robert Murphy				CTE Director		
				P	Emalie Hall		
					Student Report		
				E	Sandra Mingell		
				E	Brodyn Cote		
Public in Attendance: Christine Sullivan, Lisa Brooks, Tyler Snyder, Richard Cole, Dawn Hall, Wendell Woodard, Kathi Woodard							

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Vice Chairman David Brooks at 6:01 pm and opened with the Pledge of Allegiance	
2.	Agenda Adjustments: <ul style="list-style-type: none"> Resignation of Interventionist 	
3.	<p>Hearing of the Public: The Vice Chair opened the hearing of the public at 6:02. Richard Cole asked if there had been any consideration of consolidation of the SAU's? He clarified he was not asking about the school or the districts just the SAU's themselves. Superintendent Hilliard stated he would leave that to the politicians in Concord to decide so he could concentrate on providing all students receive the best quality education.</p> <p>C. Amey/J. Brunault: Motion to end 15 minute public session at 6:06 pm.</p>	VOTE: Motion Carries

4.	<p>Reading of the Minutes – J. Brunault/R. Lyons: Motion to approve the minutes of December 3, 2024 as presented.</p>	<p>VOTE: Motion Carries</p>
5.	<p>Kim Wheelock – Principal - The Holiday concert was held last Thursday. There is a lot of work that goes into putting this concert together by students and teachers. The concert was well attended and they did a great job. David brought up that at the last meeting the board approved a grant for equipment for the weight lifting room and he wanted to know if the equipment would be going into the weight room. Kim stated that the equipment is already in that room. David also asked about Health Class being taught in the weight room as opposed to the empty room down by the music room. Kim stated that the room was a Special Ed room but it is something that she will look into.</p>	
6.	<p>Dana Hilliard – Superintendent – Tyler discussed the model of the Broadcasting Club and how it is modeled after NSN and works very closely with the Athletic Director. The intent was for the first year to build the program and purchase any equipment needed and then year two and beyond would have any funding go toward new equipment and sharing with the Athletic Dept. for anything they may want as opposed to items that are needed and put into the budget. J. Brunault/C. Amey: Motion to approve amending the Student Activities Broadcasting Club Account. J. Brunault/C. Amey: Motion to accept the resignation of the Interventionist</p> <p>Budget Discussion – Dana stated that if the board is in agreement with what has been presented he would like the board to give a bottom line number that him and the Admin Team will review and make adjustments to get to that number. They will then bring a list back to the board of cuts that are suggested in order to get to that number. David stated he would like the budget to stay at the current tax rate and Julie agreed with this. This would make the draft budget need to be reduced by \$371,397.00. David suggested that the budgeted amount of \$40,000 for the School Bus Fund be reduced to \$20,000 a year for the next 5 years that would then give \$100,000 at the time that the bus should be replaced. Another suggestion would be to not budget for anymore radios or conference room furniture. Dana reminded the board that he welcomes them to come to the SAU and meet with him and Bridget to have these open discussions on the budget. Julie brought up the tuition rate and Bridget explained that budgeted number and Julie stated she would like to come back to that later. She then asked about the soccer goals (backstops) and thought that maybe this could be covered through donations. It was asked what are Dues and Fees as that is budgeted at \$115,000. Bridget explained that is fingerprinting, employment physicals, running start program fees, LNA program fees and also staff may have fees for memberships that need to be paid and for the auto program. This also includes fees for field trips, National and Junior National Honor Society membership fees, music festival fees, Key Club Leadership Conferences, athletic tournament fees, coaches fees, NHIA fees, SAT and PSAT fees, workshops and conferences,</p>	<p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p>

<p>NCES conferences, first aid and CPR fees, ALICE training, NHSBA dues, GASB. Dana stated that they would definitely review this area of the budget when looking for areas to cut. David suggested that the Running Start classes be reviewed. Cayenne reminded the board that they did support and honors diploma and that they need to support those honors diplomas.</p> <p>Bridget stated she thought the figure would be \$365,000 in order to keep balanced tax rate. David did state that they were not suggesting cuts to security for students. They are aware that more cameras are needed outside and the board still supports that. David asked about the culinary course and why half will be taught in Colebrook and half in Pittsburg. Dana stated that they are moving in the direction of having it all taught in Colebrook but he needs to have a balance and find a class to be taught for all SAU students that would fit into the social economic environment of Pittsburg and at the same time match up with the learning and economy. Want to continue to have students move freely within the SAU.</p> <p>Dana talked about past practices and how some of those practices may need to be tweaked and asked that as he makes this journey to please feel free to bring items forward and give him a chance to make these corrections.</p> <p>Julie wanted to bring up the culinary class again and have an understanding of what is happening with that class. Bridget stated that she has budgeted for a full time CTE teacher. If they are not teaching CTE they will be teaching something else. There would be no issue filling their schedule. We are still in the early stages of the of developing this program and do not have all the details worked out yet.</p> <p>Rhonda asked to have a count of how many students are in the clubs that have advisors and receive stipends. Kim stated she would get that to the board. Dana reminded the board that the stipends cannot be cut because it is part of the Collective Bargaining Unit. Stipends are based on the base salary and how much time an advisor puts into the program.</p> <p><u>R. Lyons/J. Brunault</u>: Motion to direct the Superintendent to go back to his team to represent a budget to the school board that will cut between \$365,000 and \$371,000 in order to reach a level funded budget with a zero increase on the tax base.</p>	<p>VOTE: Motion Carries</p>
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7.	<p>Hearing of the Public: The Vice Chair opened up hearing of the public at 6:54 pm Richard Cole asked that the budget be posted in an Excel format in the future. He asked what LEA stood for which is Local Education Agency. This is what Colebrook offers to other districts. He also asked about two separate line items for salaires and Bridget explained that one was for teachers and the other for support staff. Discussed the reimbursements to teachers for classes and Bridget explained why it is set up as a reimbursement instead of a payment up front. Why was there an increase of \$42,000 under guidance? Now there is a FTE under CTE and Guidance and prior to this there was one person that split the position and now there is a full time position for both. Emilie spoke to this and right now she does CTE for ½ a day and teaches the other half of the day. Doing it this way requires her to bring a lot work. There is not enough time in a day to do everything she needs to do. Dana did state that Emilie is the only one in the state that is a ½ time CTE teacher. Asked about the increase under the insurance which Bridget explained could be that there different plans for staff going from a single plan to a family plan. Christine thanked the school board and the admin team for their efforts in trying to make this a zero tax increase budget. There was a question regarding the transportation companies and if the cost is negotiated between the whole SAU? Each district has there own transportation contract. Asked about the tuition for CTE students from Pittsburg and currently there is no tuition because the culinary class is held in Pittsburg. That contract is ending at the end of this year. <u>C. Amey/J. Brunault:</u> Motion to end 15 minute public session at 7:13 pm.</p>	<p>VOTE: Motion Carries</p>
8.	<p>Non-Public Session – RSA 91-A:3,II © <u>J. Brunault/C. Amey:</u> Motion to go into Non-public session RSA 91-A:3,II © at 7:14 pm. Invited Bridget, Dana and Kim to stay for the non-public session. <u>C. Amey/J. Brunault:</u> Motion to come out of Non-public session at 7:31 pm. <u>J. Brunault/C. Amey:</u> Motion to seal the minutes from non-public session.</p>	<p>VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries</p>
9.	<p>Meetings: Colebrook School Board Meeting Tuesday, January 7, 2025, CAES Library at 6:00 pm</p>	
10.	<p>Adjournment: <u>J. Brunault/C. Amey:</u> Motion to adjourn the meeting at 7:33 pm.</p>	<p>VOTE: Motion Carries</p>

Respectfully Submitted,
Billie Paquette