

Colebrook School Board Meeting Agenda

Date	12/6/2024		
Time	6:00 pm Public Hearing/School Board Meeting		
Location	Colebrook Library		
Chairperson	Tim Stevens		
School Board Members		Principal	SAU Members
Tim Stevens	Cayenne Amey	Kim Wheelock	Dana Hilliard
David Brooks	Julie Brunault	Assistant Principal	Bridget Cross
Rhonda Lyons	Nate Lebel	Stephanie Cameron -	Chris Paquette
Robert Murphy		CTE Director	
		Emalie Hall -	
		Student Report	
		Sandra Minigell	
		Brodyn Cote	
Item	Subject		
	Public Hearing – To accept unanticipated grand funds.		
1.	Roll Call and Pledge of Allegiance:		
2.	Approval of unanticipated grant funds.		
3.	Agenda Adjustments:		
4.	Hearing of the Public: Motion to open and end hearing of the public (15 minutes)		
5.	Reading of the Minutes: Colebrook School Board Meeting Minutes of November 19, 2024		
6.	Kim Wheelock – Principal <ul style="list-style-type: none"> • December Report 		
7.	Dana Hilliard – Superintendent <ul style="list-style-type: none"> • Superintendent Update 		
8.	Bridget Cross – Business Manager <ul style="list-style-type: none"> • Approval Annual Report Bids • Budget Discussion 		
9.	New Business: Policy - GBEB		
10.	Hearing of the Public: Motion to open and end hearing of the public (15 minutes)		
11.	Non-Public Session: RSA 91-A:3, II (c)		
12.	Meetings: <ul style="list-style-type: none"> • SAU School Board Meeting Thursday, December 12, 2024, Clarksville Town Hall • Colebrook School Board Meeting, Tuesday, December 17, 2024 @ 6:00 pm 		
13.	Adjournment		

Colebrook School Board Meeting Minutes

Date	11/19/2024
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	
P	Nathan Lebel	P	Cayenne Amey	P	Kim Wheelock	P	Dana Hilliard
P	David Brooks	P	Julie Brunault		Asst. Principal	E	Bridget Cross
P	Rhonda Lyons	P	Tim Stevens	E	Stephanie Cameron	P	Chris Paquette
P	Robert Murphy				CTE Director		
				E	Emalie Hall		
					Student Report		
				E	Sandra Mingell		
				E	Brodyn Cote		

Public in Attendance: Christine Sullivan, Terrence Rosi, Jamie Boucher, Fran McKenzie, Kathleen Lawton-Haynes, Dawn Hall, April Hand, Edward Hand

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Chairman Tim Stevens at 6:00 pm and opened with the Pledge of Allegiance	
2.	Agenda Adjustments: None	
3.	<p>Hearing of the Public: Chairman of the board opened the public session at 6:01 pm Christine brought up touring the culinary room which had been discussed at a previous meeting. The Superintendent stated that once the room is complete there will be a tour. Christine asked if advance notice of the tour could be given so that more people may attend and go on the tour. Terry brought up an article that was in the Chronicle regarding a shortfall of Special Education funds and school districts would need to pick up the shortfall of funds. The Superintendent stated that the SAU found out about the shortfall the same time everyone else did. He has the Special Education Director researching this matter. As of yet there is no shortfall that is known for SAU 7 although that could change. Jamie Boucher spoke about student deadlines for their schoolwork. Some work</p>	

	<p>students can take a whole quarter to complete, and she feels this is not the best way and students should have deadlines that they must meet. Principal Wheelock responded that there are 8 weeks per quarter and students can turn in their work during that time but not the last week of the quarter. Principal Wheelock stated that this changed after the first quarter.</p> <p>Brian brought up the sidewalk and asked if it could be moved 3 or 4 feet, so it is not in the middle of the driveway. Tim responded as the Town Manager and stated that the school does not have anything to do with the sidewalks that is the town. The town is working on a large project that next year will include having the main street redone, which will include the sidewalks.</p> <p><u>J. Brunault/D. Brooks:</u> Motion to end 15-minute public session at 6:11 pm.</p>	VOTE: Motion Carries
4.	Special Report – None	
5.	<p>Reading of the Minutes:</p> <p><u>J. Brunault/C. Amey:</u> Motion to approve the Colebrook School Board Meeting Minutes of November 6, 2024, as presented.</p>	VOTE: Motion Carries
6.	<p>Principal Report – Kim Wheelock</p> <p>Principal Report - there were 15 Veterans that attended the Veterans Day Breakfast that was put on by the Abbey Group. There were speeches given by students and it all went very well. Kim heard many great comments about the assembly and feels it was the best one yet.</p>	
7.	<p>Superintendent Report – Dana Hilliard</p> <p>November Report- The board has been given copies of the draft 25/26 calendar. Would like any input that you may have prior to us moving forward with the adoption of the calendar. Per the policy the calendar needs to be adopted prior to April 30th. Some changes to the calendar are early release days have been moved to Wednesdays and there are 3 built in snow days.</p> <p>Dana attended the North Country Educational Services Meeting this morning in Gorham. He is still trying to connect with the President of White Mountain Community College and will be hosting a meeting with the Littleton Superintendent on Thursday.</p> <p>Bridget is close to completing the budget. When she is done you will be receiving a draft of the budget. If you have questions regarding the draft budget, please do not hesitate to stop at the SAU or call to discuss them. This will be discussed more at the next school board meeting.</p> <p>Dana brought up the Special Education shortfall again and reminded everyone that they can help by reaching out to their legislative delegation, reach out to members of the house or to your State Senator. Let them know that if there is a shortfall that the State appropriates the money so that they can meet their obligation.</p> <p>Reviewed the 2024 tax rate and asked the board members to review it and this will be discussed in more detail at the next meeting.</p>	
9.	Unfinished Business - None	

10.	Other - None	
11.	New Business – None	
12.	Information – None	
13.	Hearing of the Public: The Board Chair opened the second half of the hearing of the public at 6:23 pm. <u>C. Amey/R. Murphy:</u> Motion to end 15 minute public session at 6:24 pm.	VOTE: Motion Carries
14.	Non-Public Session – None	
15.	Meetings: <ul style="list-style-type: none"> • Colebrook School Board Public Hearing Tuesday, December 3, 2024, CAES Library at 6:00 pm/School Board Meeting will begin directly after • SAU School Board Meeting Thursday, December 12, 2024, at 6:00 pm Clarksville Town Hall 	
16.	Adjournment: <u>C. Amey/R. Murphy:</u> Motion to adjourn the meeting at 6:25 pm.	VOTE: Motion Carries

Respectfully Submitted,
Billie Paquette

Principal Board Report

November 6, 2024

K. Wheelock



Enrollment

PreK	13	9 th	16
K	24 + 1 SC	10 th	24 -2 move 1- HS 1-CH
1 st	20 + 1 NY	11 th	28 +1 HS
2 nd	16	12 th	28 -1 HS
3 rd	15	CTE Not in ct	21 CA, 1 Pitts
4 th	24	Total: 96 Combined Total; 11/26/24 284	
5 th	19		
6 th	16		
7 th	22		
8 th	19		
Total CES	188		

School News/Updates

- 12/3/24 - 12/19/24 Senior Class 12 Days of Christmas Give-away
- 12/3/24 - Columbia School Board meeting 5:00
- 12/3/24 - Colebrook School Board meeting 6:00
- 12/5/24 - Ed Gerety Motivational Speaker 9:00-10:00 grades 6-12
- 12/6/24 - Prek-2 to Tillotson for dress rehearsal of Frozen
- 12/7/24 - JH basketball tournament in Colebrook
- 12/7/24 - Craft Fair in Café for Food Pantry
- 12/10/24 - Carla Peacock from Granite Edvance hosting Parent Zoom on FASFA
- 12/11/24 - WMCC professor Renee Innes to visit with Health Science Program
- 12/12/24 - Christmas Concert K-5 6:00pm; Band & Chorus 6-12 7:00pm
- 12/12/24 - Giving Tree gifts for local family due to Amy
- 12/13/24 - Army National Guard visit
- 12/13/24 - Early Release day
- 12/15/24 - Breakfast with Santa hosted by Key Club
- 12/17/24 - 12/18/24 Christmas Tag Sale hosted by K-Kids

- 12/17/24 - After school holiday movie & activities for elementary hosted by Sophomores 2:30-5:30pm
- 12/17/24 - Colebrook School Board meeting
- 12/20/24 - Reindeer Games Hosted by Student Council
- 12/20/24 - After school holiday movie hosted by Builders Club 2:30-4:30
- 12/23/24 - 1/1/25 Christmas break

2024-2025 Colebrook Basketball Schedule

Date	Team	Location	Opponent	Game time	Bus time
11/23	Varsity Girls	Littleton	Jamboree		TBA
11/26	JH	Groveton	Groveton	4:00/5:00	2:40
11/29	Varsity	Home	Alumni	5:00/6:30	
12/2	JV	Groveton	Groveton	5:00/6:30	3:40
12/3	JH	Canaan	Pitt-Can	5:00/6:00	4:15
12/4	JV	Home	Pitt-Can	5:00/6:30	
12/6	Varsity	Gorham	Gorham	5:00/6:30	2:40
12/9	JH	Home	Littleton	4:30/5:30	
12/10	Varsity	Home	Profile	5:00/6:30	
12/11	JV	Home	Littleton	5:00/6:30	
12/13	Varsity	Newmarket	Newmarket	5:00/6:30	12:45
12/14	JH	Home	Tournament		
12/16	JV	Home	Gorham	5:00/6:30	
12/18	JH	Lancaster	Lancaster	4:00/5:00	2:20
12/19	Varsity	Linwood	Linwood	5:00/6:30	2:20
12/20	JV	Home	WMRHS	4:00/5:30	
12/23	JV	Home	Groveton	3:00/4:30	
12/27	Varsity	Groveton	Xmas Tourney	3:00/4:30	
12/28	Varsity	Groveton	Xmas Tourney	TBA	
1/2	Elementary	Home	Pitt-Can	4:30/5:30	
1/3	Varsity	Home	Moultonboro	5:00/6:30	

1/4	3/4	Canaan	Pitt-Can	9:00/10:00	X
1/4	Elementary	Canaan	Pitt-Can	11:00/12:00	TBD
1/6	Elementary	Home	Col Town	5:00/6:00	
1/7	Varsity	Canaan	Pitt-Can	5:00/6:30	3:45
1/8	3/4	Col Town	Col Town	5:00/6:00	
1/8	JH	Littleton	Littleton	4:00/5:00	2:00
1/9	JH	Home	Groveton	4:30/5:30	
1/10	Varsity	Woodsville	Woodsville	5:00/6:30	2:00
1/11	Elem Girls	Home	Gorham, PC	9/10/11	
1/11	Elem Boys	Canaan	Gorham, PC	9/10/11	TBD
1/13	JVB/VG	Lisbon	Lisbon	5:00/6:30	2:40
1/14	JH	Home	Lancaster	4:30/5:30	
1/15	VB	Profile	Profile	5:00	2:45
1/16	JH	Berlin	Berlin	4:00/5:00	2:00
1/16	3/4	Home	Col Town	5:00/6:00	X
1/17	Varsity	Home	Epping	5:30/7:00	
1/18	JV	WMRHS	WMRHS	10/11:30	8:15
1/18, 19	3/4	Groveton	Tournament	All Day	X
1/20	Varsity	Home	WMRHS	5:00/6:30	
1/21	JH	Home	Pitt-Can	4:30/5:30	
1/21	3/4	Whitefield	Whitefield	4:30/5:30	X
1/22	Elementary	Home	Groveton	4:30/5:30	
1/23	3/4	Home	Pitt-Can	4:30/5:30	
1/24	Varsity	Home	Groveton	5:00/6:30	
1/25	JV	Canaan	Pitt-Can	10:00/11:30	9:00
1/25, 26	3/4	Col Town	Tournament	All day	X
1/27	JH	Home	Berlin	4:30/5:30	
1/28	Varsity	Home	Gorham	5:00/6:30	
1/29	JV	Gorham	Gorham	5:00/6:30	2:45
1/29	3/4	Canaan	Pitt-Can	4:30/5:30	X
1/30	JH	Home	Lisbon	4:30/5:30	

1/31	Varsity	Littleton	Littleton	5:00/6:30	2:45
2/1	JH	Lancaster	Tournament	All day	TBA
2/1	3/4	Home	Tournament	All Day	
2/2	Elementary	Home	Tournament	All day	
2/3	3/4	Stratford	Groveton	5:00/6:00	X
2/4	JVB/VG	Home	Lisbon	5:00/6:30	
2/5	VB	Home	Linwood	6:00	
2/5	Elementary	Col Town	Col Town	5:00/6:00	3:40
2/6	JH	Lisbon	Lisbon	4:00/5:00	1:45
2/6	3/4	Home	Whitefield	4:30/5:30	
2/7	Varsity	Groveton	Groveton	5:00/6:30	3:30
2/8 and 2/9	Elementary	Lancaster	Tournament	All day	
2/10	3/4	Home	CP	4:30/5:30	
2/11	Varsity	Home	Littleton	5:00/6:30	
2/12	JH	Colebrook	Gorham	4:30/5:30	
2/12	3/4	Home	Col Town	5:00/6:00	
2/14	Varsity	Home	CP	5:00/6:30	
2/17	Varsity	Moultonboro	Moultonboro	5:00/6:30	TBA
2/18	3/4	Home	Groveton	4:30/5:30	
2/19	Elementary	Stratford	Groveton	5:00/6:00	3:45
2/20	JH	Gorham	Gorham	4:00/5:15	1:45

STAFF CONDUCT

Category: R

See Also: Policy ACAA, GBEA, GBEAB & GBEBB

A. General Provisions.

All employees have the responsibility to make themselves familiar with, and abide by, the laws of the State of New Hampshire as they affect their work, all policies and decisions of the Board, and the administrative regulations and directives designed to implement them.

All employees shall be expected to carry out their assigned duties, support and enforce Board policies and administrative regulations, submit required reports, protect District property, oversight of students and contribute to the education and development of the District's students.

Employees are advised that failure to abide by this and other school board policies can lead to disciplinary action, up to and including dismissal, and can result in non-renewal. Any action taken regarding an employee's employment with the District will be consistent with all rules, laws, and collective bargaining agreements, if applicable.

B. Adoption and Incorporation of Standards of Code of Conduct for New Hampshire Educators.

The Board incorporates by reference and adopts as independent standards of conduct relative to employment in the District, the provisions of the New Hampshire Code of Conduct for New Hampshire Educators (Ed 510.01-510.05) (the "NH Code of Conduct"), as the same may be amended by the State from time to time. The District reserves the right to take employment action against any employee based upon the District's interpretation of the provisions of the NH Code of Conduct and the District's independent assessment of whether an employee has violated said provisions. The District's interpretation, assessment and/or action thereon, are independent of any interpretation by the New Hampshire Department of Education ("DOE") with respect to those standards, and irrespective of any investigation by or action taken by the DOE relative to a District employee's conduct.

C. Purpose

This policy provides all district staff and students with information about their role in protecting children from inappropriate conduct by adults and to ensure that contact and communication with students are conducted in a professional manner. For the purposes of this policy and its procedure, the terms "district staff," "staff member(s)," and "staff" also include volunteers and contracted service providers.

D. Interactions between Staff and Students

The School Board expects all staff members, including teachers, coaches, counselors, administrators and others to maintain the highest professional, moral and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and consistent with the educational mission of the schools.

Prohibited Conduct

Examples of unacceptable conduct by staff members that are expressly prohibited include but are not limited to the following:

1. Any type of sexual or inappropriate physical contact with students or any other conduct that might be considered harassment under the school board's discrimination and harassment policies;
2. Singling out a particular student or students for personal attention and friendship beyond the normal teacher-student relationship;
3. Using their position to manipulate students for reasons that are prohibited by law. for inappropriate reasons.
4. Sexual banter, allusions, jokes or innuendoes with students;
5. Asking a student to keep a secret;
6. Disclosing personal, sexual, family, employment concerns or other private matters to one or more students;
7. Limit social networking sites to school-approved activities only
8. Communications unrelated to schoolwork or other legitimate school business are prohibited including online socializing, phone calls, texting, instant messaging, or use of any other telecommunications device.

Before engaging in the following activities without parents, staff members will review the activity with their building principal or supervisor, as appropriate:

1. Being alone with individual students out of public view;
2. Inviting or allowing students to visit the staff member's home unless accompanied by the student's parent or with parental permission;
3. Visiting a student at home, unless on official school business (this does not preclude a staff member or his/her child visiting a student's home at the parent's invitation for a social or other event);
4. Maintaining personal contact with a student outside of school by telephone, e-mail, Instant Messenger, Internet chat rooms or other technologies, or letters (beyond homework or other legitimate school business);
5. Exchanging personal gifts (beyond the customary student-teacher gifts); and/or
6. Socializing or spending time with students (including but not limited to activities such as going out for meals or movies, shopping, traveling and recreational activities) outside of school-sponsored events. (This prohibition does not extend to community activities Such as church or other events where there may be incidental social contact with students.)

In formulating this policy, the Board understands that there are circumstances when staff members and/or their children have personal relationships with the families of students outside of school. The intent of this policy is not to prohibit all social contact between staff members and families outside of school. However, because of the trust placed in school staff by the community and our schools' responsibility to protect the well-being of students, staff members are expected to be sensitive to the appearance of impropriety in their conduct with students at all times. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct or a planned activity may constitute a violation of this policy.

Reporting Violations

Students and/or their parents/guardians are strongly encouraged to notify the principal (or other appropriate administrator) if they believe a teacher or other staff member may be engaging in conduct that violates this policy.

Staff members are required to notify promptly the appropriate building administrator or superintendent if they become aware of a situation that may constitute a violation of this policy.

Disciplinary Action

Staff violation of this policy shall result in disciplinary action up to and including dismissal. Violations involving sexual or other abuse will also result in referral to the Department of Education, Department of Human Services and may result in referral to law enforcement, in accordance with the school board's policy on reporting child abuse and neglect and state law.

E. Dissemination.

The content or a copy of this policy should be included in every employee/staff member handbook, and/or otherwise provided annually to each employee, designated volunteer, and contracted party and located in the Policies link on the school district web site.

Legal References:

N.H. Dept. of Education Administrative Rule – Ed 303.01

N.H. Dept. of Education Administrative Rule – Ed 510.01- 510.05, Code of Conduct for NH Educators

NH Code of Administrative Rules, Section Ed 511, Denial, Suspension or Revocation of Certified Personnel

N.H. Dept of Education, Code of Ethics for NH Educators

RSA 189:13, Dismissal of Teacher

RSA 189:14-a, Failure to be Renominated or Reelected

RSA 189:14-d, Termination of Employment

Colebrook School Board: Adopted – April 21, 2020

Pittsburg School Board: Adopted – May 11, 2020

Stewartstown School Board: Adopted – May 4, 2020

SAU 7 Board Policy Committee: January 11, 2024

Clarksville School District - February 12, 2024

Colebrook School District - February 20, 2024

Columbia School District: February 5, 2024

Pittsburg School District:: January 22, 2024

Stewartstown School District - February 5, 2024