

Colebrook Public Hearing & School Board Meeting Agenda

Date	9/3/2024		
Time	6:00 pm Public Hearing/School Board Meeting Directly Follows		
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	
Robert Murphy			
Item	Subject		
1.	Roll Call and Pledge of Allegiance:		
2.	Agenda Adjustments:		
3.	Hearing of the Public: (15 minutes)		
4.	Special Report:		
5.	Reading of the Minutes: <u>Colebrook School Board Meeting Minutes of August 27, 2024</u>		
6.	Principal Report – Kim Wheelock <ul style="list-style-type: none"> • Approval of: <ul style="list-style-type: none"> ○ <u>Colebrook Graduation Diplomas</u> ○ <u>Policy IKF High School Graduation Requirements</u> • <u>September Principals Report</u> 		
7.	Superintendent’s Report: Dana Hilliard <ul style="list-style-type: none"> • <u>September Superintendent Report</u> 		
8.	Business Manager: Bridget Cross <ul style="list-style-type: none"> • <u>Approve quote for Culinary Kitchen Appliances (paid by Feed America Grant)</u> • <u>Approve quote for Cleaning Windows</u> • <u>Approve quote for Auditor Agreement (3 years)</u> • <u>Approve Quote for Washing SAU Building</u> • <u>Quote for Gravel at Tech Building</u> 		
9.	Unfinished Business:		
10.	Other:		
11.	New Business: <ul style="list-style-type: none"> • Tour the CAES new kitchen space and tech building 		
12.	Information: <ul style="list-style-type: none"> • 		

13.	Hearing of the Public: (15 minutes)
14.	Non-Public Session:
15.	Meetings: <ul style="list-style-type: none">• Colebrook School Board meeting September 17, 2024, Colebrook Academy and Elementary School Library
16.	Adjournment

Colebrook School Board Meeting Minutes

Date	8/27/2024
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		
P	Rhonda Lyons	P	Tim Stevens	P	Stephanie Cameron		
P	Robert Murphy						

Public in Attendance: Kathy Lawton-Haynes, Richard Cole, Dawn Hall, Theresa Deuschle, Christine Sullivan, Lisa Brooks

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: Table the following items until the September 3, 2024 meeting: 7 Colebrook Graduation Diplomas 7 Quotes for Culinary Kitchen Appliances 7 Quote for Cleaning Windows 7 Quote for Auditor Agreement 7 Quote for Washing SAU Building 7 Policy IKF High School Graduation Requirements	
3.	Hearing of the Public: At 6:04 pm the Board Chair opened up the public session. The question was asked if we knew how many walkie talkies could be purchased with the money that was approved for them? This is a question that will need to be posed to the school principal as she will be doing the ordering. Wanted to understand why the school needed walkie talkies that seem to cost between \$400 and \$500 per set. The Chairman responded that the radios need to reach distances that go through buildings, around buildings etc. and be able to reach employees no matter where they are in the building or on school grounds. The quality needs to be good so in case of emergency people can be reached.	

	<p>Discussed that the school had radios prior to this but that they are all broken now so if they did not take of those why would we get more? Asked about an active code system but those are no longer used. We now use a program called ALICE which is a very well-known program used all over America in emergency situations. Discussed using a door sleeve as opposed to the walkie talkies for emergency situations. The Chairman discussed that the sleeve is a good idea, however there still needs to be communication between staff and emergency personnel or other staff members and the walkie talkies are not only for emergency use but other situations arise in the school that staff may need someone to come aid them which the walkie talkies would be used for.</p> <p>Kathi mentioned it was nice to have had the Superintendent, board members and SAU staff come and tour the schools today on the first day of school.</p> <p>The board was asked if meetings should have a follow up date in case a meeting gets canceled? Also, brought forward that the News and Sentinel will no longer be publishing papers after this week’s issue. Public session is closed at 6:18 pm</p>	
4.	Special Report –	
5.	<p>Reading of the Minutes:</p> <p>D. Brooks/C. Amey: Motion to approve the Colebrook School Board Meeting Minutes of August 6, 2024, with the changes brought forward.</p>	VOTE: Motion Carries
6.	<p>Principal Report –</p> <p>Discussed that the handbooks can be approved now but at any time adjustments/changes can be made anytime throughout the year.</p> <p>J. Brunault/C. Amey: Motion to approve the Student/Parent Handbook J. Brunault/C. Amey: Motion to approve the Faculty Handbook J. Brunault/D. Brooks: Motion to approve the Program of Studies for Colebrook Academy.</p> <p>Discussed that grammatical errors or typos board members can send an email to Principal Wheelock for the handbooks or if it's on the agendas can send those to Billie and they do not need to go to the board.</p>	<p>VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries</p>

7.	<p>Superintendent Report: Thank you for allowing the agenda adjustments this evening. Today was the first day of school. Thank you to the board members who were available to visit the schools with us today. Will be proceeding to move forward with the goal setting on October 3rd. We will be doing a 4:30 pm start time. Please let Billie know if you can attend on this day. Will have a break and will end between 7:00 and 7:30 pm. The meeting will be held at the Columbia Town Hall. They will be serving food that evening. The Policy Committee will be meeting before the end of September. Policy BGAA which Dana is working on gives the flow of the policy process. Dana recommends that there continue to be a Policy Subcommittee so they can be responsible for doing the research and recommendations to the Joint Board Committee. There will be Public Hearings held in September for Colebrook, Stewartstown and Pittsburg to accept and expend the unanticipated grant funds. These meetings will begin at the regular board meeting time with the school board meeting starting directly following the public hearing. ‘ Pittsburg and Clarksville will hold Special Meetings in October to vote on their Area Agreements.</p>	
9.	<p>Unfinished Business Discussed students who travel to Colebrook from Pittsburg or vice versa for classes and what policies do they follow. Are they following the policy where they are a registered student or do they follow the school that they visit and take a class? The expectation is that whichever school the students are at will be the policies that students will follow. J. Brunault/R. Lyons: Motion to approve Policy JICJ Unauthorized Communication Devices Asked to have feedback on this policy as we go through the year on anything that the board may need to reconsider within the policy. D. Brooks/C. Amey: Motion to rescind Policy JICJ-R J. Brunault/R. Murphy: Motion to accept the NHSBA Policies AC through KEE recommended by the Joint Board Policy EEAB Establishment of School Bus Routes will be sent back to local policies to determine the distance in which a student is picked up at. D. Brooks/J Brunault: Motion to accept Local Policies ACAC through JLCF recommended by the SAU Joint Board C. Amey/D. Brooks: Motion to accept the Title IX Policies recommended by the SAU Board as written. As of now Colebrook School will continue to follow the old Title IX Policies until a lawsuit which CAES is mentioned in is settled.</p>	<p>VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries</p>
10.	New Business -	

11.	<p>Information –</p> <ul style="list-style-type: none"> ● Renew America’s Funding Opportunity this was a grant for updated lighting and energy conservation. We received a letter stating we were not approved. ● A Public Hearing is scheduled for September 3rd prior to the regular school board meeting to accept and expend unanticipated grant funds. 	
12.	<p>Hearing of the Public: Public session at 7:02 pm Brought up the usage of the walkie talkies again. Discussed the need for the staff to have these radios. Would like to discuss this again to understand the use of these and if they will cause disruption to the learning environment. Would like to receive the quotes in advance. Asked to have the quotes in the packets that are posted on the website. Dana asked them to reach out to the Business Manager regarding having the quotes left in the public packet. J. Brunault/C. Amey: Motion to close public session at 7:19 pm</p>	VOTE: Motion
		Carries
13.	<p>Non-Public Session: RSA 91-A:3, II (d) R. Murphy/C. Amey: Motion to go into nonpublic session at 7:20 pm J. Brunault/D.Brooks: Motion to come out of nonpublic session at 7:42 pm C.Amey/ R. Lyons : Motion to approve the repair of the windows at the Tech Building for \$2,430.00</p>	<p>VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries</p>
13.	<p>Meetings:</p> <ul style="list-style-type: none"> ● Colebrook School Board Meeting Tuesday, August 20, 2024 CAES Library at 6:00 pm 	
14.	<p>Adjournment: C. Amey/R. Lyons: Motion to adjourn the meeting at 7:45 pm.</p>	VOTE: Motion Carries

Respectfully Submitted,
Billie Paquette

Subject	NH Minimum Diploma	Colebrook Academy Standard Diploma	Colebrook Academic Honors Diploma
Arts Education	.5 half-credit	.5 half-credit	1 credit
Digital Literacy	.5 half-credit	.5 half-credit	.5 half-credit
English	4 credits	4 credits	5 credits
Mathematics	3 credits including algebra credit that can be earned through sequential, integrated, or applied program	4 credits including algebra credit; a math must be taken senior year	5 credits including an algebra credit and 4 more credits
Physical Science	1 credit	1 credit	1 credit
Biological Science	1 credit	1 credit	1 credit
Elective Science		1 credit	2 credits
US and NH history	1 credit	1 credit	1 credit
US and NH government/civics	.5 half-credit	.5 half-credit	.5 half-credit
Economics including Personal Finance	.5 half-credit	.5 half-credit	.5 half-credit
World history, global studies, or geography	.5 half-credit	.5 half-credit	.5 half-credit
Health education	.5 half-credit	.5 half-credit	.5 half-credit
Physical education	1 credit	1 credit	1 credit
World Language			2 credits
Open electives	6 credits	7.5 credits	8.5 credits
Community Service 50 hours		Does not count toward GPA	Does not count toward GPA
Total Credits Required	20	24	29
	Students must take a full schedule each year; a 20 credit NH minimum diploma will only be determined during Senior Year if students lack credits, and must be approved by Administration.	Students must take a full schedule each year; a 24 credit Colebrook Academy Standard diploma is the expectation of all graduates.	Students must take a full schedule each year; a 29 credit Colebrook Academy Honors diploma is earned when students pass a minimum of four of the following types of classes: Honors, Running Start, Advanced Placement, and/or Dual College Enrollment.

HIGH SCHOOL GRADUATION REQUIREMENTS

Category: R

Related Policies: IK, IKFA, ILBAA & IMBC

Students generally earn a high school diploma through a combination of high school credit and proficiency or mastery of required District and Graduation competencies. Methods for earning credit are discussed in Board policy IK, while competencies are discussed in Board policy ILBAA. This policy outlines the specific courses, competencies and other specific requirements before a student will receive a diploma or other graduation credential. The Board reserves the right to impose additional academic requirements necessary to graduate and or receive a diploma.

A. Credit Requirements.

1. Awarding of Credit. Credit will be awarded in accordance with Board policy IK, Earning of Credit. Additionally, a unit of credit or fraction thereof shall be given upon satisfactory completion of a course or learning experience in compliance with the district-specified curriculum and assessment standards. In some cases, course credit may also be awarded based on demonstrated mastery of the required competencies for the course. Assessment of mastery will be the responsibility of the principal, and will be in accordance with Board policy ILBAA, High School Competency Assessments. Credit will be awarded only once for a specific required course with the same content during the secondary school experience.
2. Required Subjects and Credits.

Subject	NH Minimum*	Colebrook School Board** (27 credits required for the Class of 2025 and beyond)	Pittsburg School Board***
Arts education:	½ credit	½ credit	1 credit
Information and communications technologies:	½ credit	½ credit	1 credit
English:	4 credits	4 credits	4 credits

Mathematics:	3 credits (including Algebra credit that can be earned through a sequential, integrated, or applied program)	4 credits (One Algebra credit required of four credits) (A math class must be taken senior year).	4 credits (must include 1 credit of Algebra; others can be earned through sequential or applied area).
Physical sciences:	1 credit	1 credit	1 credit
Biological sciences:	1 credit	1 credit	1 credit
Elective Science		1 credit	1 credit
US and NH history:	1 credit	1 credit	1 credit
US and NH government/civics:	½ credit	½ credit	1 credit
Economics, including personal finance:	½ credit	½ credit	1 credit including ½ credit Personal Finance/Economics and ½ credit Business
World history, global studies, or geography	½ credit	½ credit	1½ credits including ½ credit World History and 1 credit Humanities
Physical Education	1 credit	1 credit	1 credit
Health education:	½ credit	½ credit	1 credit (including Consumer Science)
Community Service – minimum 50 hours		½ credit	
Open electives:	6 credits	10 ½ credits	5 ½ credits
Totals:	20	27	25

*Minimum State Requirements: In New Hampshire the minimum of twenty (20) credits are required to graduate and earn a high school diploma. The required subjects and credits for high school graduation (including the requirements of Ed 306.27, Table 306-2).

**Colebrook School Board Graduation Requirements

***Pittsburg School Board Graduation Requirements

3. Alternative Credit Options. The Superintendent or Principal may approve the granting of credit earned through alternative methods outside of regular classroom-based instruction.

Such alternative methods of instruction may include extended learning opportunities, distance education, alternative learning plans, or others approved by the Superintendent or designee. Awarding of credits to be applied toward high school graduation requirements will be determined by the high school Principal on a case-by-case basis. Such credit will be granted pursuant to the provisions of Board policy IMBC, Alternative Credit Options and other applicable Board policies.

C. Passage of Civics Exam.

The district will develop a competency assessment of United States government and civics, consistent with pertinent and applicable law. This assessment will be administered to students as part of the high school course in history and government of the United States and New Hampshire. Students must attain a passing grade on this assessment to be eligible to receive a high school diploma or other graduation certificate.

Effective for students graduating after June 30, 2023, the district will also administer the 128 question civics (history and government) naturalization examination developed by the 2020 United States Citizen and Immigration Services (“U.S. Citizenship Test”). This exam may be modified for a student with a disability in accordance with the student’s individualized education program. Students must earn a grade of 70 percent or better to be eligible to receive a high school diploma or other graduation certificate.

Under RSA 189:11, II, the Superintendent will submit the composite results of either the locally developed civics competency assessment or the U.S. Citizenship Test to the N.H. Department of Education.

D. Federal Student Aid Application.

Effective for students graduating in 2024, as a requirement for receiving a high school diploma, each student who is at least 18 years of age or legally emancipated, or the parent/guardian of such a student who is under 18 years of age, shall either:

1. file a Free Application for Federal Student Aid (FAFSA) with the U.S. Department of Education; or
2. file a waiver on a form created by the N.H. Board of Education with the District indicating that the parent/guardian or, if applicable, the student, understands what FAFSA is and has chosen not to file an application.

The District shall provide each student and, if applicable, the parent/guardian, any support or assistance necessary to comply with the requirement above.

The District shall award a high school diploma to any student who is unable to meet the requirement above if the student has met all other graduation requirements and the building Principal attests that the District has made a good faith effort to assist the student or parent/guardian in filing an application or waiver.

The Board supports early graduation as a means to earn a high school diploma (see Board policy IKFA. Parental involvement for students under the age of 18 is required. The high school

principal shall approve such requests if he/she determines that all state and local graduation requirements will be met, and that early graduation is related to career and/or educational plans of the student making the request. Upon approval by the high school principal, the minimum 4-unit requirement per year for enrolled students shall be waived and the student shall be awarded a high school diploma.

E. Alternative Learning Plans

As an alternative to satisfying the provisions of this policy and related State requirements, students may also graduate from high school and obtain either a high school diploma or its equivalent by participating in an alternative learning plan or program. The provisions of Board policy IHBI, Alternative Learning Plans, shall apply in such an event.

Legal References:

RSA 189:11

RSA 193:26-a, Graduation Requirements: Free Application for Federal Student Aid

N.H. Dept. of Education Administrative Rule – Ed 306.27

SAU #7 Policy Committee: Recommended for Adoption – May 25, 2022/June 1, 2022

Pittsburg School Board Adopted: August 22, 2022

Colebrook School Board Adopted: September 20, 2022

Revision:

SAU 7 Board Policy Committee – First Reading: April 6

2023

Colebrook School Board – Approved: April 18, 2023

Pittsburg School Board: Approved May 22, 2023

Principal Board Report

September 3, 2024

K. Wheelock



Enrollment

PreK	13	9 th	17
K	23	10 th	28
1 st	19	11 th	28
2 nd	16	12 th	29
3 rd	17	CTE (not in count)	21 CA, 1 Pitts
4 th	23	Total: 102 Combined Total; 8/29/24 292	
5 th	20		
6 th	15		
7 th	23		
8 th	21		
Total CES	190		

School News/Updates

- Parent Informational Grading Presentation, Wed., Sept., 5th 5-6 in café.
- Colebrook Color Run sponsored by PTO, Sat., Sept., 7th ballfield.
- Varsity, JH, and Elementary Soccer starts in Sept.
- Kim and AD Call attending annual NHIAA meeting in Concord, Mon., Sept. 9th.
- Active Shooter Training by outside law enforcement Sat., Sept., 14th & Sun., Sept. 15th. No building access that weekend.
- Outdoor Career fair for grades 7-12 at Lancaster Fairgrounds, Tues., Sept. 17th.
- Evacuation drill Wed., Sept., 19th.
- ASVAB testing, Thurs., Sept., 19th.
- Open House, Thurs., Sept., 19th 6:00pm.
- Early Release staff working on Competency Based Education, Fri., Sept., 20.
- NH College & University System Mini Fair, Mon., Sept., 23.
- School Picture Day by Whipple Studios, Tues., Sept., 24th.
- Homecoming Parade and festivities at field, Fri., Sept., 27th.
- Homecoming games vs. Groveton Sat., Sept., 28th.



Superintendents Report

Tuesday September 3rd, 2024

Colebrook

Dana S. Hilliard

New Cell Phone Policy: The new cell phone JICJ has been distributed to students, posted on the school website and will soon be on the SAU website. On Thursday during the student roll out several students enquired how they might “go about” getting the lunch time banned reversed. I have guided the students that a student lead presentation before the board would be the best route. As a former government teacher, I have offered my services to the students if they wish they proceed forward. I must admit, I am excited about the opportunity to teach and guide our students on the fundamentals of how our democratic process works. Regardless of the outcome this would be a great lesson and learning opportunity for them.

Fall Sports: Fall sports are up and running throughout SAU 7. We wish all our athletes a successful fall season. The following are being offered this fall;

Colebrook: Soccer

Pittsburg: VG VB soccer, Cross country, JH soccer, Elementary soccer

These are all played in Canaan

Stewartstown: Students can access My students can play for either Pittsburg/Canaan or

Goal Setting Update: We are going to proceed forward with booking our goal setting session with Rick for Thursday October 3rd. We were shooting for a 4:30 start time, we will break for dinner then dive back in with an end time of 7/7:30. We will be gathering at the Columbia Town Hall and I am so excited that they will be feeding us! **Please let Billie know if you can attend. I am also extending the invitation to the Admin team to attend and participate.**

District wide Sub update: We have started the school year with a sub list of 37 strong. As you are aware subs can choose what buildings, grade levels etc that wish to work for. We are hopeful this list will continue to build throughout the year.

Enrollment Data: Here is the current enrollment data as of 8/29/24

Colebrook: 292 -190 elementary -102 high school

Pittsburg: 82 PK/12

Stewartstown: 58 PreK/8

Policy IKF and High School Graduation Requirements: I am in full support of the plan that Kim and her team has developed for pathways to High School graduation. The three tier pathways will capture several opportunities for all learners. Kim and I have consulted and worked together throughout its design.

Upcoming Meeting Dates:

Tuesday, September 17th Colebrook School Board Meeting CAES Library

Tuesday, October 1st Colebrook School Board Meeting CAES Library

Thursday, October 3rd Goal Setting Meeting Columbia Town Hall

Tuesday, October 15th Colebrook School Board Meeting (Change date due to Clarksville Special Meeting – Move to 22nd?)