

Columbia School Board Meeting Minutes

Date	10/04/2022						
Time	4:30 p.m.						
Location	CAES Library						
Chairperson	Stacey Campbell						
School Board Members							
School Board Members				Principal		SAU Members	
P	Kristen Brooks	P	Carrie Klebe	P	Kim Wheelock	P	Debra Taylor
P	Stacey Campbell				Assistant Principal	P	Bridget Cross
				P	Ron Patterson		
					College Career & Technical Education Director		
				E	Tia Cloutier		
Public in Attendance: None							

Roll Call: Chairman Stacey Campbell called the meeting to order at 4:30 pm.

Hearing of the Public: None

Reading of the Minutes:

S.Campbell/K.Brooks: Motion to approve the minutes of September 6, 2022, as amended.

VOTE: MOTION CARRIES

Special Reports: None

School Administrator's Report: Kim Wheelock

- October Report –

Kim reviewed her report. She noted that we currently have 316 students enrolled in Colebrook Academy and Elementary School. She discussed how work on the innovation grant was progressing. She also noted that teachers are working well toward implementation of the school achievement plan. Following permission from parents, a survey will be sent to students in October to seek their feedback on school climate and culture and how it can be improved. A mini college fair was held on September 26. Tyler Young was recognized by the national Merit Scholarship Corporation as one of the top 50,000 highest scorers in the country on the PSAT! Sophomores took a career exploration skills assessment. Teachers are implementing the new reading program. IXL programming is being used across 6-11 grade for remediation or enrichment. Students who are on grade level can use this program for SAT prep.

College Career & Technical Education Director – Tia Cloutier

- October Report –

Kim shared the CTE report in Tia's absence.

<https://qr.tapnscan.me/MRE-Challenge>

This is the link that describes the MRE Challenge that our Culinary Team will be competing in this December. We are currently working on ordering coats and hats to ensure health regulations as well as making sure our students appear professional and ready to compete. We held a Micro credential

meeting with Ed Laverty and Lindsay Lea on October 4. Our goal is to work collaboratively to identify essential skill sets that anyone applying for an entry level position in health care would need. Once those are identified we can assign tasks and competencies to each skill set with students being able to earn Industry Reviewed Credentials. This will be yet another accomplishment our Health Science students will be able to promote on applications. Our Information Technology programs will officially earn students running start credits with NHTI starting this semester.

Education students met with Robin Scott from WMCC to discuss how participating in the Education CTE program will help them further their career paths in education. We have been presented with applications for 2 grant opportunities for our CTE Programs. We will be applying to each grant with a potential of receiving \$15,000 for culinary arts and potentially enough to order a 3D anatomy table for Health Science.

CTE ENROLLMENT UPDATE 9-30-22

North Point					Colebrook Academy	Canaan Career Center		
Education	Auto motive	Health Science	Informa-tionTech	Hospitality /Culinary	Criminal Justice Pathway	Div AG	Bldg Trades	Fire/ EMS
5	8	12	6	8	15	4	8	1
TOTALS		39			15		13	

Superintendent’s Report: Debra Taylor

- October Report –
- Superintendent’s Report

ESSER Funds

The majority of ESSER funds have now been obligated. We hold regular stakeholder meetings to gauge the effectiveness of our grant programs and plan for expenditures. Our last meeting was held on September 28. We have set aside ESSER III funds in each school district to improve heating and ventilation systems. Engineering studies have been completed and bids will be prepared and distributed later this fall in preparation for annual school meeting warrant approval of summer construction.

Budget Process

This month, we will initiate the budget process. The school budget involves many different individuals and entities across several levels. At the local/district level, budget discussions and work will involve school administrators, school boards, school employees and community members. Budgeting is the process of using information to allocate finite resources to prioritize organizational needs. In school districts, budgeting requires using information about school staff, students, and facilities to meet student learning needs and goals. School districts must work within their capacity to produce budgets that support the needs of their students and community. Common problems district leaders face are typically related to budgeting around the following areas: targeting achievement gaps; alignment of resources to support learning improvement agendas; prioritizing learning-focused leadership; and, developing the human capital of the school or district.

Fiscal responsibility is of primary importance in our school communities. This summer I completed my certificate in Education Finance. This training included school administrators across the state and country. Here are some of my new learnings. + Analyze school finance from the numbers, building up from the school and classroom levels. + Be creative and innovate in how school revenues are generated, what money can buy and consider tradeoffs in spending choices. + Identify key finance figures for making relevant cost comparisons across different schools. +Consider equity in education finance and apply it to different levels of the system for both

revenues and expenditures. + Consider the challenge of increasing productivity in an environment of finite education dollars. Teachers will submit budget requests to principals by the end of October. Principals will draft their initial budget. The SAU and School Administrators will finalize their draft budget proposals in November. The SAU Board will review and approve the SAU 7 budget on November 10th and the SAU 7 Public Hearing will be held on December 10. District. Local School Boards will approve their respective Budgets in January and District Public Hearings will be held in February.

Adequacy Aid

Four of our five school districts received additional adequacy aid from the NH DOE that was allocated by the legislature this year. School Boards will all retain the funds and some are considering calling a special meeting to apportion the funds to the current budget or a district trust fund. An additional amount will be made available to school districts next fall. The amounts are as follows:

District	22-23 Additional Adequacy Aid Amount
Clarksville	\$4,590.00
Colebrook	\$67,230.89
Columbia	\$5,704.00
Stewartstown	\$20,245.00

C.Klebe/K.Brooks: Motion to retain the additional adequacy aid in the amount of \$5,704.00 and return it to the community to reduce taxes. This will reduce the tax rate by six cents.

VOTE: MOTION CARRIES

Leadership

The Superintendent visits schools and classrooms at least weekly and the leadership team meets monthly for a half day to address progress toward the strategic plan and a variety of instructional and school operations issues. Most recently we discussed plans for open house, parent conferences, professional learning communities, and staffing shortages for substitute teachers. This month we are working with School and Central office administrators on budget development.

Fall Back to School Report

This year we have recruited five new substitute teachers. However, we are still experiencing a substitute teacher shortage. We are continuing our substitute teacher recruitment efforts. Our additional Board approved COVID leave expired on June 30, 2022. We will provide a report to the school board at the November SAU Board meeting concerning the rate of staff absenteeism and whether or not additional COVID leave will be recommended. We are monitoring COVID Cases and following protocols and recommendations of NH DHHS as shared last month.

Curriculum, Instruction and Assessment

Jenn Mathieu now works full time as our Curriculum Director through a shared contract from Colebrook with other SAU 7 member districts. She continues to visit schools and classrooms, supporting our nine new teachers, leading our professional learning community work and presenting at school board meetings. We have received very positive feedback from our staff and Jenn is enjoying the challenge of working with teachers and administrators to improve curriculum and instruction for our students in SAU 7. She has also organized all SAU professional development and worked diligently to focus our grant efforts on improved teaching and learning. Teachers will participate in professional development on Oct 14. Topics include

CPR training, curriculum development, social emotional learning and wellness. We are pleased to bring back more parent collaboration opportunities in our schools. This year we welcomed parents back to school with social events at the start of the year, held open house in each school in September and October and will provide Parent Conferences from 3-7 pm on November 9 with an early release day for students and staff on November 10 prior to the Veteran's day holiday.

Colebrook Building Project Update

The Colebrook School Board has refined the design of the building project to centralize HS and CTE classrooms. The building aid application was updated to include the new design, budget and deficiencies from the Old Academy and Tech Building. Communication and public meetings will be held in October through December. The NH DOE will inform us of their building aid decision by January 15, 2023.

The Board reviewed poster sized renderings of the site plan and floor plans for Option 2 and discussed how the revised design and budget was included in an amended building application that was sent to the NHDoe on September 30. Questions regarding the new design were discussed and the board inquired about financing and communication plans.

The next meeting of the building committee will be on Wednesday October 19 at 5:30 pm.

Business Administrator's Report: Bridget Cross

- Tuition Rates –

Bridget removed the final tuition rates for Colebrook/Columbia noting decreases in preschool and high school rates and increases in elementary rates. Overall, the school district budget is on target in regard to tuition.

- Tuition Comparison

Bridget shared the rates of tuition for schools across the SAU with the exception of Pittsburg, where the rate is set in December.

- Pupil Enrollment

Bridget reported that student enrollment is on target.

Unfinished Business:

None

New Business:

- Date for joint meeting with Colebrook School Board – January 3,2023 at 6:00 pm with an earlier start time for the Columbia Board to conduct their business in advance of the joint meeting.

Information:

Debra shared information about the required citizenship exam for students graduating high school in 2024.

Other Business:

Upcoming SAU Board meeting will be held in Columbia, the Board discussed planning for refreshments and considered a theme in keeping with Veteran's Day.

Next Meeting Dates

- Columbia School Board Meeting: Tuesday, November 1, 2022 @ 4:30 pm
- SAU 7 School Board Meeting, Thursday, November 10,2022 @ 6:00 pm at Columbia Town Hall.

Adjournment:

S.Campbell/K.Brooks: Motion to adjourn the meeting at 5:45 pm.

VOTE: MOTION CARRIES