

Colebrook School Board Meeting Minutes

Date	8/6/2024
Time	6:00 pm – Moved from Gymnasium to 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	Bridget Cross
P	David Brooks	P	Julie Brunault		Asst. Principal	P	Dana Hilliard
P	Rhonda Lyons	P	Tim Stevens	E	Stephanie Cameron		
P	Robert Murphy						

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

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Chairman Tim Stevens at 6:08 pm.	
2.	Agenda Adjustments: Addition of Other Item – nomination of a teacher	
3.	Hearing of the Public: Board Chair opened public comment session at 6:09 pm Discussion ensued regarding space issues and the culinary room that was approved at the last school board meeting. Why was the board looking to have such a large expansion and now we have enough room? Who is paying for the appliances, shelves, refrigeration sensors and all the items that are going into that room? Will that be a warrant article or part of the regular budget and then voted on in March? The Board responded that Colebrook will be taking back the culinary program from Pittsburg so the equipment that is there will need to be brought down to Colebrook. We need to prepare for that time and create the space for that class. We need to do the best we can with what we have. Is the area that the school is working with not expandable, or will things need to be shuffled when the class is moved down here. There were 7 or 8 students in the class last year, these students are all Colebrook students. So, we are paying to bus our students to Pittsburg to take these classes? It would be better to save on busing costs and keep the students here to attend the culinary class. Discussed the W. W. Berry Bus Contract and what the cost is to transport students.	

	<p>Discussed that the CTE courses cannot create competition to any local businesses. However, the students in the culinary class could make items to sell at basketball games to earn a little money back for the program.</p> <p>It was stated that for two years Colebrook residents were not told the truth which has caused trust issues and to get past this the board will need to be honest with the public.</p> <p>The Superintendent spoke about building trust back up between the school district and the public. He will be doing this by open communication and having discussions about what is happening within the school. He will work to strengthen what is already at the school and give students the best educational experience.</p> <p><u>N. Lebel/C. Amey:</u> Motion to end public session at 6:42 pm.</p>	VOTE: Motion Carries
4.	Special Report – None	
5.	<p>Reading of the Minutes:</p> <p><u>C. Amey/R. Lyons:</u> Motion to approve the Colebrook School Board Meeting Minutes with corrections of June 4, 2024.</p>	VOTE: Motion Carries
6.	<p>Principal Report –</p> <p><u>N. Lebel/C. Amey:</u> Motion to approve the Athletic Policy</p> <p>August Principal Report – There have been more support staff hired, SAP Coordinator and a new Paraprofessional. Kim also spoke about the number of students enrolled (107 for high school and 193 elementary) . There is a new administrative assistant starting soon. New student orientation will be August 21st at 3pm. There was a drivers education class this summer at the school. There were 14 attendees for this class.</p>	VOTE: Motion Carries
7.	<p>Superintendent Report:</p> <p>August Superintendent Report – Discussed the Weekly #7 that he has been sending out. Discussed goal setting with the SAU Board and setting up a meeting in October for this purpose. Rick from Primex will be working with the board on setting goals and generating a report to help the board stay on track with the goals. This is a free service from Primex. This will be discussed further at the SAU Board meeting on Thursday. The Admin Staff started their retreat today in Pittsburg. It went very well.</p> <p>August 15th at 3:00 pm, weather permitting, there will be an ice cream social at the SAU office so that board members can come and meet the SAU staff. There is no agenda just time to get to know the staff.</p> <p>The Board should have received an email that is an email chain between Bridget, the Superintendent and our attorney to discuss policies and the flow of policies for adopting new or updated policies. Is this done at the SAU Board level or do the policies need to go back to the individual boards for final approval. This will be discussed further Thursday, August 8 at the SAU Board meeting.</p> <p><u>J. Brunault/R. Lyons:</u> Motion to accept the resignation from Brianna Sabourin</p>	VOTE: Motion Carries

	<p><u>C. Amey/R. Murphy:</u> Motion to approve the minute taker stipend at \$1,008.00 for the 24/25 year.</p>	<p>VOTE: Motion Carries</p>
8.	<p>Business Administrator’s Report – Bridget Cross</p> <p>DocuSign deadlines for Payroll and Accounts Payable is Wednesday morning.</p> <p><u>C. Amey/J. Brunault:</u> Motion to approve the agreement for the Hydro Credits for proposal 1. The credit will be about \$1,573 annually for 5 years based on kilowatt usage. There are no strings attached to this or any commitment from the school.</p> <p>Discussion on Pre-K Students on school buses – Bridget explained NHTSA rules for an 8-point harness child seats and seat belts. Not all buses are equipped with seat belts. This would require additional staffing, and we are not required to transport Pre-K students.</p> <p><u>C. Amey/R. Murphy:</u> Motion to approve the quote for the wrapping and removal of one fume hood with 20 square feet of Asbestos from Insurcomm for \$1,650.00</p> <p><u>D. Brooks/T. Stevens:</u> Motion to approve the quotes from Daniels Heating Solutions to clean and service the boilers at the Colebrook School, SAU #7 and Aggie Building for a total of \$2,630.00</p> <p><u>C. Amey/D. Brooks:</u> Motion to accept the Lead Remediation Grant funds and designate Superintendent Dana Hilliard as the AR and submit the paperwork for the reimbursement of \$2,500.00.</p> <p>Colebrook Academy and Elementary School received a donation from Ray Garneau in memory of Beverly McDaniels for \$200.00. Beverly was a teacher for over 20 years and a Colebrook Academy Graduate.</p> <p>Discussed the purchase of soccer goals for \$12,000.00 when the policy states that board approval must be sought for purchases over \$5,000.00. The funds were available in the Athletic Directors (AD) budget. The AD did reach out to 3 different companies and the purchase that was made was from the lowest quote. Asked about an approved quote from the last meeting for fencing at the cost of \$1,648 but the bill came out to \$2,800. There was additional work that was already budgeted, and that work came in on the same invoice. Also, the payments have to be split between the elementary and the high school which is the reason for different amount breakdowns on the reports.</p>	<p>VOTE: Motion Carries</p> <p>VOTE : Motion Carries</p> <p>VOTE : Motion Carries</p> <p>VOTE : Motion Carries</p>
9.	<p>Unfinished Business</p>	
10.	<p>Other –</p> <p>There is a nomination for a new Art Teacher Myriam Levatino</p> <p><u>C. Amey/N. Lebel:</u> Motion at approve the new Art Teacher</p>	<p>VOTE : Motion Carries</p>
11.	<p>New Business –</p>	

	<p>Asked about the crossing guard position but have not had anyone apply. There are two teachers that will share the responsibility of this position for now. Policy IKF High School Graduation Requirements will need to be brought to the next meeting. It was discussed/approved at a previous meeting that the graduation requirements would drop from 27 credits to 24 credits. Dana will work with Kim on this and bring it to the next meeting.</p>	
12.	<p>Information: Letter to Principal – Kim received a letter regarding band members playing in the Memorial Day Parade. This was a past practice, however now there are not any volunteers to do this. Kim spoke to the Music Teacher, and they will ask for volunteers for future events and offer volunteer hours that are needed for graduation but cannot force students to participate.</p>	
13.	<p>Hearing of the Public: The Board Chair opened the public session at 7:29 pm. The question was raised about the CTE Auto program and is the location still intact? We hired a new teacher at the end of last year. So far there is no disruption to the location. Discussion on the time that school begins 7:55 am and ends at 2:30 pm. Bus routes were brought up as some of the roads (Bear Rock and Harvey Swell Roads) are being repaired and will not be passable. Main Street will be torn up as the infrastructure for the wires and the telephone poles come down and the lines go under Main Street. Streetlights will be coming down and work is being done on Rte 145. <u>N. Lebel/J. Brunault:</u> Motion to end public session at 7:35 pm.</p>	VOTE: Motion Carries
14.	<p>Non-Public RSA 91-A:3, II (c) - <u>D. Brooks/C. Amey:</u> Motion to go into Nonpublic Session at 7:37 pm <u>C. Amey/J. Brunault:</u> Motion to come out of Nonpublic Session at 8:26 pm <u>D. Brooks/R. Lyons:</u> Motion to not fill open Pre-K seat with staff members Pre-K student.</p>	<p>VOTE: Motion Carries VOTE: Motion carries VOTE: Motion carries 6Yes 1 No (Tim Stevens)</p>
14.	<p>Meetings:</p> <ul style="list-style-type: none"> • Colebrook School Board Meeting Tuesday, August 20, 2024, CAES Library at 6:00 pm 	
15.	<p>Adjournment: <u>C. Amey/J. Brunault:</u> Motion to adjourn the meeting at 8:26 pm.</p>	VOTE: Motion Carries

Respectfully Submitted,
Billie Paquette