

## Colebrook School Board Meeting Minutes

<b>Date</b>	11/01/2022
<b>Time</b>	6:00 pm
<b>Location</b>	Colebrook Elementary School library
<b>Chairperson</b>	John Falconer

### Attendance

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

School Board Members				Principal		SAU Members	
P	John Falconer	P	Robert Murphy	P	Kim Wheelock	P	Debra Taylor
P	Deb Greene	P	Tim Stevens		<b>Asst. Principal</b>	P	Bridget Cross
P	Craig Hamelin	P	Tanya Young		Ron Patterson		
P	Nathan Lebel				<b>College &amp; Career Tech Edu Director</b>		
					Tia Cloutier		
<b>Public in Attendance:</b> Kathi Lawton Haynes, Amy Caron, Kristen Wheelock, Joey Sweatt,							

### Minutes

Item	Subject	Action
1.	The meeting was called to order by Chairman John Falconer at 6:00 pm.	
2.	<b>Agenda Adjustments:</b> Board Correspondence	
3.	<b>Hearing of the Public:</b> Joey Sweatt inquired about teacher salary and budget information.	
4.	<b>Reading of the Minutes:</b>  <b>D.Greene/C.Hamelin:</b> Motion to approve the minutes of the Special Board Meeting on October 18, 2022 with amendments.  <b>N.Lebel/R.Murphy:</b> Motion to approve the School Board minutes of October 18, 2022	VOTE: Motion Carries  VOTE: Motion Carries
5.	<b>Building Project:</b> <ul style="list-style-type: none"> <li>• Update -</li> </ul> Debra provided a report of the Building Communication Committee work and the presentation that had occurred at the North Country Retired Educators meeting in the prior week. She also discussed the status of upcoming events and suggested dates for public forums.	

6. **School Administrator's Report: Kim Wheelock**

- November Report -

Kim reviewed recent principal and school activities.

Principal Activities

- Lavallee Meetings
- Emails
- Letters
- Leadership Team Meetings
- PTO meetings
  
- School Achievement Plan Rubrics
- Early Release
- Observations
- GSLA conference
- Recommendation letters

School News/Updates

- I met with parents who attended the open forum for PTO, and we have parents who volunteered to be officers.
- Grades close November 4th. Report cards will be sent home the following week with students' STAR testing data.
- The boys made the playoffs for soccer; they are taking on Sunapee in the first round.
- We have Parent/Teacher conferences on November 9th
- We are inviting local Veterans to have breakfast at school on November 10th
- We have an early release on November 10th.
- We have the Scholastic Book Fair happening November 14-17th
- We have a Harvest lunch for parents happening November 17<sup>th</sup>
  - There is no school November 23-25th for Thanksgiving recess.
- Formal dedication of the "Trask Gymnasium" will happen on November 25th at games.

Curriculum, Instruction, & Assessment

- Teachers are continuing to implement the new reading program.
- The new CIA team I created for the School Achievement Plan is focusing on math.
- I have enclosed a copy of the Nation's Report Card for New Hampshire.
- I have also enclosed a copy of the data comparison of local schools from the NH SAS testing last spring.

Other

- I have also enclosed a copy of a new monthly newsletter which will be sent home via Focus email and put on our Facebook page.
- For the New Hampshire state testing results, I like to look at the numbers to see how we are doing compared to similar schools and populations around us who have similar demographics and resources.
- I have created a data comparison chart for you so you can see how we stack up

with similar North Country schools based on the 2021-2022 Disaggregated Data; I looked at all students who took the test.

On my chart, I have totaled the number of Level 3s and Level 4s as this is proficient and above proficient.

Some takeaways from comparisons on my chart:

Elementary:

Our elementary math scores are low; we have implemented a new program and our CIA team is focusing on math.

We scored better than 2 schools in elementary math.

We scored better than 7 schools in elementary reading.

We also scored better than 7 schools in elementary science.

High School

We scored better than 6 schools in high school math.

We scored better than 6 schools in high school ELA.

We scored better than 6 schools in high school science.

- November CTE Report

Presented by Kim Wheelock on behalf of Tia Cloutier who was unable to attend.

Health Science

Lots of exciting things are happening at our North Point health science program.

- Discussions with Granite State College to offer a phlebotomy pathway with college credit

- North Point is an official National Healthcare Association test site. This means that our phlebotomy program can be completed with students able to sit for their national certification here at Colebrook Academy and become certified phlebotomy technicians on a probationary basis until they graduate and are able to intern to get their approved sticks at UCVH.

- Our grant application has been submitted to the Bureau of Career Development within the NH DOE to purchase a 3D anatomy table for use within the program. If approved we will be the only high school in NH with one. It would have a potential value of \$115,000.

- Students will be enrolling in the NH Skills USA program which is a career and technical student organization.

Information Technology

- Students are progressing through their online curriculum at an exciting pace.

All participating students have been officially enrolled to receive college credit upon successful completion.

- Students will be enrolling in the NH Skills USA program which is a career and technical student organization. Please see attached for descriptions of potential competitions.

Education

- Students have been enrolled as members of Educators Rising which is a career and technical student organization specific to teaching.

- Students will be attending Teacher fest 2022 on November 4th at Plymouth State from 9:30 - 12:30.

- Students have had multiple opportunities to work within our younger grade classrooms and the younger students have truly been engaged with their lessons.

Culinary / Hospitality

	<ul style="list-style-type: none"> <li>● Our grant application to feednh was submitted and we will find out if we have been chosen to receive a \$15,000 grant by November 18.</li> <li>● On November 2 our culinary program will be hosting the NH Army National Guard as they officially kick off the journey to the MRE challenge scheduled for December 1 in North Conway.</li> <li>● Students will be receiving personalized chef coats and hats for the competition via the North Point start up grant.</li> <li>● Our culinary program is also in the process of becoming an official Pro Start school.</li> </ul> <p>Automotive</p> <ul style="list-style-type: none"> <li>● The automotive CTE has been learning many new and exciting things. They currently have a staff member’s truck on a lift while they perform a complete diagnostic on it and compile a list of tasks that need to be addressed.</li> <li>● Two major purchases of a plasma cutter and mig/tig welder have also been made via the start up grant for North Point.</li> <li>● Students will be enrolling in the NH Skills USA program which is a career and technical student organization. Please see attached for descriptions of potential competitions.</li> <li>● We continue to work on building up our tools list so that we can start to make ASE requirements towards certification.</li> </ul> <p>Additional Information</p> <p>I have recently been in touch with Ericka Canales, the Executive Director of Coös Economic Development Corporation. She wants to partner with us to potentially offer a cte pathway for our students to become licensed NH Guides. She has a couple of guide services located here in the North Country that want to help train. I will be attending a youth workforce development presentation tonight which is why I am unable to attend the meeting. It is specifically looking at creating this industry here in the North Country. I am scheduled to meet with Janet Arnett, the Executive Director of New Hampshire Jobs for America’s Graduates on November 3rd. Hopefully she will have some great ideas to continue growing and implementing our programing. Our criminal justice pathway is also very popular and hopefully in the near future we can evolve it from an articulation credit to a cte program.</p>	
8.	<p><b>Superintendent’s Report</b> – Debra Taylor</p> <ul style="list-style-type: none"> <li>● November Superintendent’s Report</li> </ul> <p><b>SAU 7 Board Meeting</b></p> <p>The SAU 7 Board meeting will be held on Thursday, November 10, 2022 at 6:00 pm at the Columbia Town Hall. The Columbia School Board has promised a dinner of homemade soup and fresh bread! At this meeting we will address the following items: SAU 7 Department Updates, Superintendent Report on Strategic Plan, SAU 7 Budget for 22-23.</p> <p><b>Teacher Negotiations</b></p> <p>Colebrook Board and Teachers negotiations are progressing. Once a tentative agreement is reached, the agreements are subject to a successful vote of the town at the Annual School Meeting in the spring.</p> <p><b>School District Public Hearings and Annual School District Meetings 2023</b></p>	

	<p>Colebrook will hold the public hearing for the bond and the budget on February 7, 2023. Colebrook will hold their Annual School Meeting on March 7, 2023.</p> <p><b>Curriculum Instruction and Assessment</b></p> <p>SAU #7 Schools are continuing our focus on collaboration and innovation to scale and deepen their implementation of personalized learning, using integrated technology tools and a competency-based learning approach.</p> <p>Teachers met on October 14, an administrative day, to continue work on our competency-based education system. Our teachers met in school system wide professional learning communities. Our curriculum committee, which was instituted in the fall of 2020, continues to meet monthly after school. Their task is to build our professional development plan, communicate with teachers and PLC teams, communicate progress and seek feedback from their school colleagues. Our teams are focused on improving student outcomes and addressing learning gaps. More information will be forthcoming at our upcoming SAU 7 School Board Meeting on November 10 along with an update on progress toward our SAU 7 Strategic Plan and Superintendent Goals.</p> <p><b>COVID Update</b></p> <p>We continue to follow our safe and healthy protocols which are being observed by staff and students. Thanks to all for the hard work and dedication and dedication to keeping our students safe. Due to rising cases this fall, the question of additional COVID leave for school staff has arisen. At our SAU 7 meeting I will provide you with up to date attendance information and a recommendation concerning COVID leave for the remainder of the 22-23 school year.</p> <p><b>School Principal Update</b></p> <p>November is <i>Principal Appreciation Month</i>. I would like to personally thank all SAU 7 principals and assistant principals for a job well done. Take a moment to thank your school principal!</p> <p><b>Fall Message of Gratitude to School Staff and Families</b></p> <p>Debra shared a message of gratitude in honor of the Thanksgiving holiday that will be shared with school staff and families.</p>	
<p>9.</p>	<p><b>North Point CTE Regional Advisory Board:</b> Debra Taylor</p> <ul style="list-style-type: none"> <li>• Board Member Appointment</li> </ul> <p>Nate Lebel will continue to serve as the Board Member representative to the North Point CTE Regional Advisory Board. Robert Murphy will serve as an alternate.</p> <ul style="list-style-type: none"> <li>• Financial Questionnaire</li> </ul> <p>The Board reviewed and discussed the financial questionnaire completed by Chairman Falconer at the request of the auditors as is customary.</p>	

10.	<b>Business Administrator's Report:</b> Bridget Cross Bridget noted that the Auto and Woodworking program would like to provide services or sell goods. We are looking into a legal waiver of liability for customers to sign and opening a Student Activity accounts to place the donation funds. These funds would then be used to purchase items for their programs.	
11.	<b>NH School Board Association Business</b> – John Falconer John discussed a recent meeting.	
11.	<b>Co-Curricular Committee Report</b> – Nathan Lebel Nate noted that soccer season was concluding, and basketball would begin in November.	
12.	<b>Building Committee Report</b> – Craig Hamelin None	
13.	<b>Policy Committee Report</b> – Deb Greene Deb Greene reported that the policy committee is recommending several policies to be presented to the SAU board on November 10.	
14.	<b>Negotiations Committee</b> – John Falconer Negotiations are ongoing.	
15.	<b>Curriculum Committee Report</b> – Nathan Lebel None	
16.	<b>Technology Committee Report</b> – Nathan Lebel None	
17.	<b>Unfinished Business</b> – None	
18.	<b>New Business</b> – None	
19.	<b>Information</b> – John discussed board correspondence from a citizen who had questions about the organization of the special meeting. He reviewed correspondence from Moderator Frizzell who responded to the inquiry. John noted that the elections are run by moderator and the town.	
20.	<b>Non-Public Session – RSA 91-A:3,II(c)</b> <b>N.Lebel/D.Greene</b> : Motion to enter Nonpublic Session at 7:35 pm. <b>D.Greene/C.Hamelin</b> : Motion to return to general session at 7:45 pm.  RSA91-A:3,II(a)  <b>C.Hamelin/T.Stevens</b> : Motion to enter Nonpublic Session at 7:47 pm. <b>N.Lebel/R.Murphy</b> : Motion to return to general session at 8:10 pm.	VOTE: Motion Carries VOTE: Motion Carries  VOTE: Motion Carries VOTE: Motion Carries
21.	<b>Meetings:</b> <ul style="list-style-type: none"> <li>SAU #7 Fall School Board Meeting: Thursday, November 10, 2022 @ 6:00 pm – Columbia Town Hall</li> </ul>	

	<ul style="list-style-type: none"> <li>• Colebrook School Board Meeting: Tuesday, November 15, 2022 @ 6:00 pm – CAES library</li> </ul>	
22.	<b>Adjournment:</b> <u><b>T.Young/T.Stevens:</b></u> Motion to adjourn the meeting at 8:11 pm.	VOTE: Motion Carries

Respectfully Submitted,  
Debra J. Taylor  
Superintendent

Adopted: November 15, 2022