

Colebrook School Board Meeting Minutes

Date	9/5/2023
Time	6:00 pm
Location	Colebrook Academy & Elementary School library
Chairperson	Nathan Label

Attendance

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

School Board Members				Principal		SAU Members	
P	Nathan Lebel	P	Joey Sweatt	P	Kim Wheelock	P	Debra Taylor
P	Deb Greene	P	Tim Stevens		Asst. Principal	P	Bridget Cross
P	Rhonda Lyons	P	Tanya Young	P	Stephanie Cameron		
P	Robert Murphy				College Career & Technical Education Director		
				P	Tia Cloutier		
					Student Members		
				P	Jamie McLain		
				P	Sandra Minigell		
Public in Attendance: Richard Cole, David Brooks, Lisa Brooks, Theresa Deuschle, Kevin McKinnon, Christine Sullivan, Wendell Woodard, Craig Hamelin, Kathi Lawton Haynes, Amy Caron, Bonnie Balsamo							

Minutes

Item	Subject	Action
1.	The meeting was called to order by Chairman Nate Lebel at 6:00 pm. All Board members were present.	
2.	Agenda Adjustments – Non-public session	
3.	Special Reports- Welcome New Administrator, Teachers, and Paraeducators Debra welcomed our new staff to the district and noted her appreciation for their talents and enthusiasm and noted that they will make a great addition to the Colebrook School team.	
4.	Reading of the Minutes: D.Greene/T.Young: Motion to approve the Colebrook School Board Minutes of August 15, 2023, as amended.	VOTE: MOTION CARRIED
5.	Hearing of the Public D.Greene/T.Young: Motion to open the hearing of the public at 6:08 pm. D.Greene/T.Young: Motion to close the hearing of the public at 6:13 pm.	VOTE: MOTION CARRIED VOTE: MOTION CARRIED

6.	<p>Principal Report – Kim Wheelock Kim reviewed <u>the Principal’s Report</u> highlighting our enrollment during the first week of school. She also noted that 72 parents participated in the BBQ lunch on the first day of school. Next, she announced upcoming school activities including homecoming parade on September 8th, homecoming game on September 9th, Opening House on September 12th, National Guard Event Day on September 13th and Picture Day on September 26th. She requested that the Board approve the Faculty Handbook. Following brief discussion, the following motion was made: R.Murphy/T.Young: Motion to approve the 23/24 CAES Faculty Handbook.</p> <p><u>Student Member Report-</u> The Board welcomed our two new student representatives. Jamie and Sandra presented information on opening of school student activities and club and extracurricular plans.</p>	<p>VOTE: MOTION CARRIED</p>
7.	<p>College Career & Technical Education Director’s Report – Tia Cloutier Review of Guidance and CTE Directors Report – Tia reviewed guidance work during the first few weeks of school and highlighted upcoming student activities. In September and October including Stewartstown 8th grade students’ exploration of CTE programs; 10th grade students participating in career exploration exam, the upcoming college mini fair, fall weekend offering on the SAT, Date of the PSAT exam and a visitation of a representative from UNE who will visit the senior seminar class. Next Tia reviewed the first week enrollment in North Point and Canaan CTE programs noting that changes may occur during the coming weeks.</p>	
8.	<p>Superintendent’s Report – Debra Taylor Superintendent’s September Report – Debra reviewed the SAU 7 student enrollment noting that Colebrook’s enrollment is up, Pittsburg’s enrollment is down, and Stewartstown enrollment remains steady. She also referenced the opening of school activities and highlighted the numerous professional development activities that our school staff participated in this summer. She noted current teacher openings and spoke positively of how our administrators and faculty are creatively solving problems and collaborating to ensure that our students’ needs are met. She reported that Deborah Ramer had resigned her position as teacher. She chose to take a position in a neighboring district. D.Greene/R.Murphy: Motion to approve Deborah Ramer’s resignation.</p>	<p>VOTE: MOTION CARRIED</p>
9.	<p>Business Administrator’s Report – Bridget Cross Adequacy Aid and Retention Funds – Bridget reviewed an NHED document which described how the cost of an opportunity of an Adequate Education is determined in New Hampshire. Next, she noted that the Colebrook School District is not eligible for additional adequacy aid this year, sharing how adequacy aid is calculated. Next, she noted that the School District will have a surplus beyond what was set aside to reduce taxes when the budget was developed. She recommended that the board agree to set aside the maximum amount of retention funds.</p>	

	<p>D.Greene/R.Murphy: Motion to retain the maximum amount of retention funds for the 2023-24 school year.</p> <p>Bridget shared that the convection ovens were replaced (originally purchased in 2004). She referred to the board policy noting that the old ovens would be made available to a member district if appropriate, sold or disposed of.</p>	<p>VOTE: MOTION CARRIED</p>
10.	<p>NH School Board Association: Nathan Lebel NHSBA 2023 Annual Delegate Assembly October 16, 2023 Proposed Resolutions – T.Young/D.Greene: Motion to approval all but # 12 of the NHSBA proposed resolutions noting that the Board preferred the original proposed # 12.</p>	<p>VOTE: MOTION CARRIED</p>
11.	<p>Co-Curricular Committee Report: Tanya Young, Rhonda Lyons, Joey Sweatt No committee meeting was held. Tanya noted the new homecoming stickers, and upcoming homecoming events and that Open House would be held on 9-12.</p>	
12.	<p>Building Expansion Committee Meeting: Nate Lebel Building Expansion Update – No meeting was held. Nate noted that 3 people had come forward to participate in the committee. The committee membership is open until September 15th and the Board will appoint additional members at their next meeting on 9-19.</p>	
13.	<p>Building Facility Committee Meeting – Rhonda Lyons No meeting was held.</p>	
14.	<p>Policy Committee Report: Deb Greene No meeting was held.</p>	
15.	<p>Negotiations Committee Report: Nathan Lebel No meeting was held.</p>	
16.	<p>Curriculum Committee Report: All Members No meeting was held.</p>	
17.	<p>Technology Committee Report: Nathan Lebel & Deb Greene No meeting was held.</p>	
18.	<p>Unfinished Business – After School Program & Childcare The Board reviewed options for expanding the after-school program in response to reduction in area childcare. Kim noted that the expanded program could be staffed for 4 days and for 12-week segments.</p>	
19.	<p>New Business – None</p>	
20.	<p>Information - None</p>	
21.	<p>Hearing of the Public T.Stevens/T.Young: Motion to resume hearing of the public at 7:05 pm.</p>	<p>VOTE : MOTION</p>

	T.Stevens/R.Murphy: Motion to close hearing of the public at 7:40 pm.	CARRIED
22.	<p>Non-Public Session – RSA91-A :3(c) T.Stevens/R.Murphy : Motion to enter non-public session at 7:42 pm.</p> <p>T.Stevens/D.Greene : Motion to return to public session at 7:45 pm.</p>	<p>VOTE: MOTION CARRIED</p> <p>VOTE: MOTION CARRIED</p>
23.	<p>Meetings: Recommendation: Schedule one regular board meeting per month in October, November, March, April, May, and June. Hold two meetings in December, January, and February while the budget is developed and presented.</p> <ul style="list-style-type: none"> • Colebrook School Board Meeting at 6:00 pm on Tuesday, September 19, 2023, in the CAES Library 	
24.	<p>Adjournment:</p> <ul style="list-style-type: none"> • T.Stevens/J.Sweatt: Motion to adjourn the meeting at 7:46 pm. 	VOTE: Motion Carried

Respectfully Submitted,
Debra J. Taylor
Superintendent

Adopted by Board: September 19, 2023