

## Colebrook School Board Meeting Minutes

<b>Date</b>	08/16/2022
<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			P	Bridget Cross
P	Craig Hamelin	P	Tanya Young		<b>Asst. Principal</b>		
P	Nathan Lebel			P	Ron Patterson		

**Public in Attendance:** Carol Dinco, Cindy Corliss, V. Rella, Angela Rella, Edwina Lyons, Rhonda Lyons, Richard Cole, Jr., Dawn Paul, Angel Bryant, C. Sullivan, D.Capette, Ben Young, David Brooks, Lisa Brooks, Jolene Martunas, Patrick Martunas, Jake Mardin, Kathi Woodard, Wendell Woodard, Bernard Carrier, Chris Brady (Columbia Resident) Kristen Wheelock, Christa Howe-Lambert, James Lambert, Kathleen Fitzgerald, Kayla Chamberlain, Teri Ladd-Haynes, Daniel Lynch, Sharon White.

### Minutes

Item	Subject	Action
1.	The meeting was called to order by Chairman John Falconer at 6:00 pm.	
2.	<b>Agenda Adjustments:</b> None	
3.	<b>Hearing of the Public:</b> Community members posed questions about the proposed building project and the sale of the academy. The questions related to the building project concerned cost, scope and building aid.	
4.	<b>Reading of the Minutes:</b> N.Lebel/D.Greene: Motion to approve the minutes of August 2, 2022 as presented.	VOTE: Motion Carries
5.	<b>Special Report(s):</b> None	
7.	<b>Superintendent's Report:</b> Debra Taylor Debra provided information on opening of school activities.	
9.	<b>Unfinished Business:</b> <ul style="list-style-type: none"> <li>• Building Expansion and Renovation Project Update <ul style="list-style-type: none"> <li>○ Debra shared information from the architects concerning additional options for the building project. The Board discussed and took no action. She also shared a detailed project update from</li> </ul> </li> </ul>	

the project's inception through the vote of the public in March, 2023.

○ Building Project Update:

**- 2000**

Phase 1: New Colebrook Elementary School Completed.

Phase 2: Plan for new addition of HS Classes and new HS gym was put on hold.

**- 2015**

Town project: Board discussed Phase 2 with the town and agreed to put it on hold due to the town water/sewer project.

**- 2017**

Colebrook Academy: Voters approved closing of Academy effective June 30, 2019.

**- 2019**

Colebrook Academy and Elementary School: 125 former Academy high school students move to Colebrook Elementary school. This equates to a loss of 12 classrooms, a family and consumer science classroom, a high school science lab, 2 business classes and a library. Tech classes continue in the old tech building near the academy for automotive, welding, drafting and woodworking.

**- 2020**

Colebrook Academy:

Voters approve the sale of the Academy and agree to assign proceeds to the facility fund.

**- 2021**

Additional Adequacy Aid:

Voters approve allocation of \$255,628.00 To the building trust fund for the purpose of initiating the building project.

Board Building Committee:

Board invited community members to volunteer for the building committee. Committee appointed by the Board in October, 2021 and charged with examining the current school facility needs and

recommending a plan for facility renovation and expansion.

**- 2022**

Academy:

District sells the Academy building and leases adjacent tech building for up to five years.

Architects:

Board selects Lavallee and Brensinger Architects to work with the district, conduct engineering study, and complete the architectural design. They are directed to meet project goals for students, staff, and community.

Building Committee:

Committee recommends the building expansion and renovation project as rendered.

School Board:

Board approves the recommendation, directs the administration to complete and submit the building aid application, and authorizes the establishment of a private expendable trust fund for the purpose of soliciting donations and grants to support the project.

Building Aid Application:

September NHDOE site visit to review Colebrook Building Aid application details and rate. Colebrook anticipates up to 60% building aid for the project from the state: Application for \$17,192,536., the estimated state contribution: \$10,315,522.

Refine design:

In September, the building committee collaborates with the architect to refine the design and present a detailed plan to the School Board for approval.

Communicate with voters:

Board appoints a communication subcommittee in August and the subcommittee plans for public events and forums and develops a communication plan including presentations, Q & A's and project summaries.

**- 2023**

Building Aid:

NHDOE announces recipients of building aid and the estimated amount

	<p>in January, 2023. School board refines the project plans as necessary and finalizes the warrant including bond amount for Voters for annual school meeting in March, 2023.</p> <p><u>Annual School Meeting:</u> In March 2023, Voters will consider the building project. If approved, the project (addition and renovations) is scheduled to be completed by August, 2025.</p> <ul style="list-style-type: none"> <li>○ Building Communication Subcommittee Appointments</li> <li>○ D.Greene/T. Young: Motion to appoint Jenny Keazer, Mary Jolles to the Building Communication Subcommittee.</li> <li>○</li> <li>○ School District Debt Limit Based upon the recent debt limit certificate for the Town from the Department of Revenue, the School District can borrow up to 7% of \$222,755,229 (2021 assessed valuation) Together the Town and the School District bond is subject to a 9.75% limit. Based on this information, the current debt limit for the school district is estimated to be \$15,592,866. The combined district and town limit is estimated to be \$21,718,635. The bond for the project upon approval by the voters will be for the portion of the project that is not funded by state building aid.</li> </ul> <p>District Clerk Appointment</p> <ul style="list-style-type: none"> <li>○ N.Lebel/R.Murphy: Motion to appoint Mary Jolles to serve as District Clerk.</li> </ul>	<p>VOTE: MOTION CARRIED</p> <p>VOTE: MOTION CARRIED</p>
<p>10.</p>	<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>○ <b>Budgetary Fund Balance Retention Rate (RSA 198:4-bII,5)</b> Prior to September 1, the district is required to assert their retention percentage rate for the retention of fund balance. You may retain up to 5% of the net assessment amount for Colebrook. This amount is \$134,780. Board action is needed prior to Sept. 1. C.Hamelin/N.Lebel: Motion to retain 5% or \$134,780. of the net assessment amount.</li> <li>○ <b>Additional School District Adequacy Aid</b></li> <li>○ The district has been notified concerning additional school district adequacy aid. flexibility in how they elect to appropriate these funds via RSA 197:3-a. If the district wishes to appropriate the funds for a specified purpose, a special meeting must be held to allocate the funds. This meeting must be conducted prior to November 1. If the board takes no action, the funds will be returned to reduce taxes in the town. The preliminary allocation for these funds from FY 21 in Colebrook is \$67,230.89. Last year, the voters agreed to apportion \$255,628.00 to the newly created Capital Reserve Fund for the purpose of the design and</li> </ul>	<p>VOTE: MOTION CARRIED</p>

	<p>construction of repairs, maintenance and additions, and improvements to the School District's building and grounds. These funds have been used to support the initiation of our building project.</p> <p>Board action will be sought at the September 6th Meeting.</p> <ul style="list-style-type: none"> <li>○ Policy IKF - High School Graduation Requirements</li> <li>○ This required policy codifies Colebrook's HS graduation requirements as included in the 22-23 Program of Studies. The Board completed a first reading. Board action will be taken in the Sept. 6. Meeting.</li> </ul>	
10.	<p><b>Other Business:</b></p> <ul style="list-style-type: none"> <li>○ A CTE report was distributed from Tia Cloutier.</li> <li>○ Debra reported that she had met with Nathan Freeman, the new ENSU Superintendent.</li> </ul>	
11.	<p><b>Information:</b> There will be a CTE Open House on 8-30-22.</p> <ul style="list-style-type: none"> <li>○ The Colebrook Town Select Board will join the Colebrook School Board at 7:00 pm on the Sept. 6 Colebrook School Board meeting.</li> </ul>	
12.	<p><b>Non-Public Session:</b> None</p>	
13.	<p><b>Meetings:</b></p> <ul style="list-style-type: none"> <li>● Colebrook School Board Meeting: Tuesday, September 6, 2022 @ 6:00 pm – CAES library</li> </ul>	
14.	<p><b>Adjournment:</b>  <u>T.Young/R.Murphy</u>: Motion to adjourn the meeting at 8:10 pm.</p>	VOTE: Motion Carries

Respectfully Submitted,  
Debra J. Taylor  
Superintendent