Colebrook School Board Meeting Minutes

Date	05/17/2022
Time	6:00 pm
Location	Colebrook Elementary School library
Chairperson	John Falconer

Attendance

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

	School Board Members			Principal			SAU Members	
Р	John Falconer	Р	Robert Murphy	Р	Kim Wheelock	Р	Debra Taylor	
Р	Deb Greene	Р	Tim Stevens			Р	Cheryl Covill	
Р	Craig Hamelin	Р	Tanya Young		Asst. Principal			
Р	Nathan Lebel	Р		Р	Ron Patterson			

Public in Attendance: Anne Ketterer and Jay Doherty of LBPA via zoom.

	Minutes				
Item	Subject	Action			
1.	The meeting was called to order at 6:00 pm by Chairman John Falconer.				
2.	Non-Public Session: RSA 91-A:3, II(d)				
	<u>N. Lebel/R. Murphy</u> : Motion to enter non-public session at 6:01 pm. ROLL CALL VOTE: J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; N. Lebel – yes; R. Murphy – yes				
	<u>C. Hamelin/D. Greene</u> : Motion to leave the non-public session at 6:41 pm. ROLL CALL VOTE: J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; N. Lebel – yes; R. Murphy – yes				
3.	Agenda Adjustments: • Approve Auditor				
4.	Reading of the Minutes:				
	<u>D. Greene/T. Young</u> : Motion to approve the minutes of May 3, 2022 as presented.	Vote: Motion Carried			
5.	 Special Report(s): Kiwanis Park Update The board walked out to the park and discussed needed improvements. John indicated that Kiwanis would like to make and finance the improvements. He asked for permission for Kiwanis to proceed with the work. 	Voter Matien			
	<u>N. Lebel/R. Murphy</u> : Motion to permit Kiwanis to repair Kiwanis Park.	Vote: Motion Carried			

Minutes

	 Program of Studies Kim presented the board members with copies of the 22-23 Program of Studies. 	
	<u>N. Lebel/D. Greene</u> : Motion to approve the Colebrook Program of Studies for the 22-23 school year.	Vote: Motion Carried
	 Graduation Overview Kim reviewed the upcoming celebrations, Kindergarten, 8th Grade, and High School Graduation. Board members are provided with two tickets for each of these events. Board members indicated which of the events they would like to attend. Gym Naming: Kim suggested naming the gym the Trask Gymnasium in honor of Mary and Buddy Trask for their contributions to our sports programs. 	
	<u>T. Stevens/T. Young</u> : Motion to name the Colebrook Gym as the Trask Gymnasium.	Vote: Motion Carried
	• The Board asked a question concerning how the school closure would be accounted for. Debra indicated that we have two options -1. to excuse the day if instructional time permits or 2. request a waiver for the school closure day due to water damage.	
	<u>D. Greene/T. Stevens</u> : Motion to authorize the Superintendent to request a waiver for the closure day if the day cannot be excused in light of total instructional time.	Vote: Motion Carried
6.	Unfinished Business:	
	 Building/Facilities Project Debra provided an update on the status of the building: On Monday evening, May 16, a sprinkler was activated in the kiln room. This triggered the fire alarm. The custodians, administration, and members of the fire department worked together to direct the water to the first level down the stairwell. Using brooms and wet vacs the water was extracted last evening. The school was closed today, May 17th, to provide time for cleanup. Contractors were called in this morning to assist with clean-up and assessment of the areas affected. Due to the swift action of our staff in conjunction with the firefighters, we were able to minimize the water damage. A huge thank you to our custodial/maintenance staff, administration, Chief Woodard, and all of the firefighters who assisted us on the scene last evening in response to the emergency. The school will reopen tomorrow, Wednesday, May 18th. 	

	 agenda will include the following items: Construction Estimator State Aid Application Update Program Discussion Existing Gym Reuse Discussion DRAFT – Conceptual Floor Plan Project Update Exterior Wall Analysis Schedule Update 	
7.	New Business:	
	 Teacher Appointments The Superintendent recommends the following teachers for employment: Todd Facey, North Point CTE Automotive Program, Cynthia Daley, Fifth Grade Teacher, and Haylea Erickson, Secondary English Language Arts Teacher. 	
	<u>D. Greene/R. Murphy</u> : Motion to approve the teacher appointments as recommended by the Superintendent.	Vote: Motion Carried
	 Designation of local critical shortage (RSA: 39-A) We have had no credentialed applicants for the position of CTE Director. In order to appoint the CTE Director, the Colebrook School Board is required to declare a local critical shortage for CTE Director (# 0053) in accordance with RSA: 39A as this is not a critical shortage area for the state of New Hampshire. The Superintendent recommends that the board take this action. 	
	<u>D. Greene/N. Lebel</u> : Motion to declare a local critical shortage for the position of CTE Director (#0053) in accordance with RSA:39A.	Vote: Motion Carried
	 CTE Director Appointment The Superintendent recommends Tia Cloutier as CTE Director effective July 1, 2022. This is an administrative position with a 220-day contract. 	
	<u>D. Greene/T. Young</u> : Motion to approve Tia Cloutier as the new CTE Director.	Vote: Motion Carried
	 CTE Tuition Approval Based on the NH CTE tuition formula, CTE tuition is a proportion of the NHDOE published cost per pupil for 20-21. In Colebrook, students are enrolled in CTE for 110 minutes. This is equivalent to 36% of the instructional day. Therefore, the rate for 22-23 will be \$8,203. 	

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	<u>N. Lebel/D. Greene</u> : Motion to approve the 22-23 CTE tuition rate as \$8,203.	Vote: Motion Carried
	• Debra reported that all CTE positions are filled and that we have been supporting our teachers as they complete applications for CTE credentials if needed. The Superintendent requests that the district reimburse teachers for these fees from district funds.	
	<u>D. Greene/R. Murphy</u> : Motion to approve the reimbursement of CTE teachers' applications for credentials.	Vote: Motion Carried
8.	Other Business:	
	• Audit Proposal - Request that the Board approves a three-year contract with Plodzik and Sanderson, PA for Colebrook School District and SAU auditing services.	
	<u>D. Greene/N. Lebel</u> : Motion to award the three-year contract to Plodzik and Sanderson for auditing services for Colebrook School District.	Vote: Motion Carried
	<u>N. Lebel/R. Murphy</u> : Motion to cast three votes to award the three-year contract to Plodzik and Sanderson for auditing services for SAU 7.	Vote: Motion Carried
9.	Information: None	
10.	Non-Public Session: • RSA 91-A:3, II(d)	
	<u>C. Hamelin /N. Lebel</u> : Motion to enter non-public session at 8:08 pm. ROLL CALL VOTE: J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; N. Lebel – yes; R. Murphy – yes	
	<u>C. Hamelin/D. Greene</u> : Motion to leave non-public session at 8:20 pm. ROLL CALL VOTE: J. Falconer – yes; D. Greene – yes; C. Hamelin – yes; N. Lebel – yes; R. Murphy – yes	
11.	 Meetings: Colebrook School Board Meeting: Tuesday, June 7, 2022 @ 6:00 pm – CAES library 	
12.	Adjournment:	
	T. Stevens/D. Greene: Motion to adjourn the meeting at 8:21 pm.	Vote: Motion Carried
	Respectful Debra J. T Superinter	•

Adopted 06/07/2022