

**Colebrook School Board
Meeting Minutes**

Date	11/06/2024
Time	6:00 pm – 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	Dana Hilliard
P	David Brooks	P	Julie Brunault		Asst. Principal	P	Bridget Cross
P	Rhonda Lyons	P	Tim Stevens	P	Stephanie Cameron	P	Chris Paquette
P	Robert Murphy				CTE Director		
				P	Emalie Hall		
					Student Report		
				P	Sandra Mingell		
				P	Brodyn Cote		

Public in Attendance: Richard Cole Jr., April Hand, Edward Hand, Dawn Hall, Kathleen Lawton-Haynes, Kayla Kimball

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Chairman Tim Stevens at 6:00 pm and opened with the Pledge of Allegiance	
2.	Agenda Adjustments: <ul style="list-style-type: none"> ● Public Hearing and Annual School District Meeting Dates 	
3.	Hearing of the Public: At 6:01 pm the Chairman of the Board opened up the Hearing of the Public. There were no questions or concerns from the public. C. Amey/D. Brooks: Motion to end the public hearing at 6:02 pm	VOTE: Motion Carries
4.	Special Report – None	
5.	Reading of the Minutes: D. Brooks/C. Amey: Motion to accept the Colebrook School Board Meeting Minutes of October 22, 2024.	VOTE: Motion Carries

<p>6.</p>	<p>Principal Report – Kim Wheelock Principal Report – Kim asked if there were any questions regarding her report. Both varsity soccer teams made it to the playoffs this year. Great job to both of them. The Drama Club put on The Adams Family play at the Tillotson Center and did a great job. The Board is invited to join the Veterans Breakfast and assembly on Friday morning. Breakfast begins at 7:15 am and will be followed by the assembly.</p> <p>Student Report - Key Club had their annual Haunted Hallway and are now planning for their Christmas Season. Student Council had a good turnout for their Halloween. On the 5th they hosted a bake sale and had a very good profit and are now planning for the annual Thanksgiving Turkey Drive. The CAES Builders Club has picked a date for the annual pie sale which will be November 26th. All proceeds will go to the families in need of fuel. Also, they have partnered with the Little Things Flower Shop and are planning their second annual snack drive. David asked about vape detectors. Kim stated they are not big enough for the size of the rooms. She will be looking into this more.</p> <p>Guidance Report - Kim asked if anyone had questions regarding Brandi’s report. Today was <i>I Apply Day</i> for Seniors. They had 20 seniors that participated, which included help on essays or applications to any college that they want. They can apply free today from application fees.</p>	
<p>7.</p>	<p>CTE Director Report - Emalie Hall Emalie asked if anyone had questions regarding her report. There will be a monitoring from the state and she will be at CAES on November 18th. Working really hard to get all of the documentation that she will need. The Articulation Agreements from White Mountains Community College for culinary and auto have been updated. They are now good through 2026. David asked how the culinary classroom was coming along. Everything is going well. Nothing has been moved down from Pittsburg yet.</p>	

8.	<p>Superintendent Report – Dana Hilliard</p> <p>November Report- Rick Alper did finalize the report from the goal setting session. This will be out to you by Friday as part of your Weekly #7. The Admin Team will begin mapping out dates to help achieve those goals. There will be a review of the goals next summer or early fall prior to having another goal setting session.</p> <p>All the safety audits were concluded last week in all three schools. That document will be sent to us in about two to three weeks. That will then become the safety improvement plan.</p> <p>Tomorrow Dana will be traveling to North Haverill to the North Country Superintendents meeting. The Commissioner will be attending this meeting. The SAU Joint Policy Committee has met and cleared all of the policies from the spring NHSBA Policy update. The NHSBA has just put out their fall policy update which we will begin working on.</p> <p>Dana has contracted with Dr. Esther Asbell, Ed.D. as his mentor. Dr. Asbell is from SAU #16 and has mentored Dana in the past.</p> <p>Dana spoke about the essay he wrote <i>Closer Yet Further Apart</i>.</p> <p>David asked if the letter had been drafted to NHIAA? Tim spoke that he had heard from the Athletic Director that the overtime in soccer would not be coming back as NH was one of the only states that still had overtime. There will still be overtime in basketball.</p> <p>Dana would like to get a consensus from the board for the Public Hearing and Annual School District Meeting dates. The SAU is proposing Public Hearing date would be February 4th and the Annual School District Meeting date would be March 4th. The board was in agreement with these dates.</p>	
9.	<p>Business Manager – Bridget Cross</p> <p>Bridget reviewed her reports that give the tuition rate.</p> <p><u>N. Lebel/C. Amey:</u> Motion to approve the Colebrook tuition rate (from the green column on the far right column of Bridget’s report).</p>	<p>VOTE : Motion Carries</p>
10.	<p>Unfinished Business</p> <p><u>C. Amey/D. Brooks:</u> Motion made to donate the floor machine to one of the other schools if they need it. If they do not want the machine this board has given permission to the Business Manager to find a place to give the floor machine too.</p> <p>This floor machine is not needed as a second machine and cannot be used as parts as it is a different model than what we currently use.</p> <p>The Board Chair has asked the Chairman of the Policy Committee to discuss the fall policy update. Robert, Policy Committee Chairman, recommends on behalf of the Policy Committee the following policies: SSA Homecoming Parade Procedure, IJOAA Foreign and Domestic Overnight Travel and IKF High School Graduation Requirements.</p> <p><u>N. Lebel/J. Brunault:</u> Motion to approve all 3 policies SAA -</p>	<p>VOTE : Motion Carries</p> <p>VOTE : Motion Carries</p>

	<p>Homecoming Parade Procedure, IJOAA – Foreign and Domestic Overnight Travel Policy and IKF – High School Graduation Requirements as presented from the Policy Committee. The graduation requirements policy will be in effect for the incoming freshmen class.</p> <p>Discussed Policy GBEB – Staff Conduct. The Policy Committee has been reviewing this policy. Asked to have the board familiarize themselves with this policy and if they have any concerns to please notify the Superintendent so the Policy Committee can review again. We will email this policy out to the board.</p>	
11	Other - None	
12	New Business – None	
13	<p>Information – Notice of Intent to Acquire Easement – The Board Chair reviewed the letter that is going out to Colebrook residents who abut main street regarding the main street projects that will be starting in the spring. Need to obtain official easements from these residents prior to the work beginning.</p>	
14	<p>Hearing of the Public: The Board Chair opened the Hearing of the Public at 6:55 pm. The first question was regarding firemen and training. This was not addressed in this meeting. The next question was about the main street project and the sidewalks and once the project is complete will the sidewalks be put back to as good as they are now. Tim stated that yes, but this would be a state question. <u>D. Brooks/C. Amey</u> Motion to end the 15-minute public session at 6:55 pm.</p>	VOTE: Motion Carrie
15	<p>Non-Public Session – <u>D. Brooks/J. Brunault:</u> Motion to go into non-public session RSA 91-A:3, II(c) at 6:57 pm. Invited Superintendent and Principal Wheelock into the session. <u>D. Brooks/R. Murphy:</u> Motion to come out of non-public session at 7:21 pm. <u>C. Amey/J. Brunault:</u> Motion to seal the minutes of Non-Public session RSA 91-A:3, II(c)</p>	<p>VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries</p>

	<p><u>J. Brunault/C. Amey:</u> Motion to go into Non-public session RSA 91-A:3, II(a) at 7:22 pm. Invited Superintendent and Principal Wheelock into the session</p> <p><u>D. Brooks/J. Brunault:</u> Motion to come out of non-public session at 7:33pm</p> <p><u>D. Brooks/C. Amey:</u> Motion to seal the minutes of Non-Public session RSA 91-A:3, II(a)</p> <p><u>J. Brunault/D. Brooks:</u> Motion to go into non-public session RSA 91-A:3, II(i) at 7:34 pm</p> <p><u>C. Amey/J. Brunault:</u> Motion to come out of non-public session at 7:39 pm</p>	<p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p>
16.	<p>Meetings: Colebrook School Board Public Hearing Tuesday, December 3, 2024, CAES Library at 6:00 pm – School Board Meeting will Directly Follow SAU School Board Meeting Thursday, December 12, 2024 Clarksville Town Hall</p>	
17.	<p>Adjournment: <u>C. Amey/J. Brunault:</u> Motion to adjourn the meeting at 7:40 pm.</p>	<p>VOTE: Motion Carries</p>

Respectfully Submitted,
Billie Paquette

