

## Colebrook Special Meeting & School Board Meeting Agenda

<b>Date</b>	8/27/2024 Rescheduled from 8/20/24		
<b>Time</b>	6:00 pm		
<b>Location</b>	Colebrook Library		
<b>Chairperson</b>	Tim Stevens		
	<b>School Board Members</b>	<b>Principal</b>	<b>SAU Members</b>
Tim Stevens	Cayenne Amey	Kim Wheelock	Dana Hilliard
David Brooks	Julie Brunault	<b>Assistant Principal</b>	Bridget Cross
Rhonda Lyons	Nate Lebel	Stephanie Cameron	
Robert Murphy			
<b>Item</b>	<b>Subject</b>		
1.	<b>Roll Call and Pledge of Allegiance:</b>		
2.	<b>Agenda Adjustments:</b>		
3.	<b>Hearing of the Public:</b> (15 minutes)		
4.	<b>Special Report:</b>		
5.	<b>Reading of the Minutes:</b> <a href="#"><u>Colebrook School Board Meeting Minutes of August 6, 2024</u></a>		
6.	<b>Principal Report – Kim Wheelock</b> <ul style="list-style-type: none"> <li>• Approval of: <ul style="list-style-type: none"> <li>○ <a href="#"><u>2024-2025 Student/Parent Handbook</u></a></li> <li>○ <a href="#"><u>2024-2025 Faculty Handbook</u></a></li> <li>○ <a href="#"><u>2024-2025 Program of Studies for Colebrook Academy</u></a></li> <li>○ <a href="#"><u>Colebrook Graduation Diplomas</u></a></li> </ul> </li> </ul>		
7.	<b>Superintendent’s Update:</b> Dana Hilliard <ul style="list-style-type: none"> <li>• <a href="#"><u>Approve quote for Culinary Kitchen Appliances (paid by Feed America Grant)</u></a></li> <li>• <a href="#"><u>Approve quote for Cleaning Windows</u></a></li> <li>• <a href="#"><u>Approve quote for Auditor Agreement (3 years)</u></a></li> <li>• <a href="#"><u>Approve Quote for Washing SAU Building</u></a></li> <li>• Policies <ul style="list-style-type: none"> <li>○ <a href="#"><u>IKF High School Graduation Requirements</u></a></li> </ul> </li> </ul>		
8.	<b>Unfinished Business:</b> <ul style="list-style-type: none"> <li>• Approve Policies <ul style="list-style-type: none"> <li>○ <a href="#"><u>JICJ &amp; JICJ-R Unauthorized Communication Devices</u></a></li> <li>○ <a href="#"><u>NHSBA Policies Recommended by the SAU Board for Final Approval (Policy AC through KEE)</u></a></li> <li>○ <a href="#"><u>Local Policies Recommended by the SAU Board for Final Approval (Policy ACAC through JLCF)</u></a></li> <li>○ <a href="#"><u>Title IX Policies Recommended by the SAU Board for Final Approval</u></a></li> </ul> </li> </ul>		
9.	<b>Other:</b>		

10.	<b>New Business:</b>
11.	<b>Information:</b> <ul style="list-style-type: none"> <li>• Renew America’s Funding Opportunity</li> <li>• Special School Board Meeting on September 3<sup>rd</sup> prior to board meeting to accept and expend unanticipated grant funds.</li> </ul>
12.	<b>Hearing of the Public:</b> (15 minutes)
13.	<b>Non-Public Session: RSA 91-A:3, II (d)</b>
14.	<b>Meetings:</b> <ul style="list-style-type: none"> <li>• Colebrook Public Hearing at 6:00 pm and the School Board meeting will directly follow – September 3, 2024 Colebrook Academy and Elementary School Library</li> </ul>
15.	<b>Adjournment</b>

## Colebrook School Board Meeting Minutes

<b>Date</b>	8/6/2024
<b>Time</b>	6:00 pm – Moved from Gymnasium to CAES Library
<b>Location</b>	Colebrook Academy & Elementary School library
<b>Chairperson</b>	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	Bridget Cross
P	David Brooks	P	Julie Brunault		<b>Asst. Principal</b>	P	Dana Hilliard
P	Rhonda Lyons	P	Tim Stevens	E	Stephanie Cameron		
P	Robert Murphy						

**Public in Attendance:** Richard Cole, Theresa Deuschle, Christine Sullivan, April Hand, Kathi Lawton-Haynes, Lisa Brooks, Dawn Hall

### Minutes

Item	Subject	Action
1.	<b>Roll Call:</b> The meeting was called to order by Chairman Tim Stevens at 6:08 pm.	
2.	<b>Agenda Adjustments:</b> Addition of Other Item – nomination of a teacher	
3.	<p><b>Hearing of the Public:</b> Board Chair opened public comment session at 6:09 pm Discussion ensued regarding space issues and the culinary room that was approved at the last school board meeting. Why was the board looking to have such a large expansion and now we have enough room? Who is paying for the appliances, shelves, refrigeration sensors and all the items that are going into that room? Will that be a warrant article or part of the regular budget and then voted on in March? The Board responded that Colebrook will be taking back the culinary program from Pittsburg so the equipment that is there will need to be brought down to Colebrook. We need to prepare for that time and create the space for that class. We need to do the best we can with what we have. Is the area that the school is working with not expandable, or will things need to be shuffled when the class is moved down here. There were 7 or 8 students in the class last year. These students are all Colebrook students, so we are paying to bus our students to Pittsburg to take these classes. It would be better to save on busing cost and keep the students here to attend the culinary class. Discussed that the CTE courses cannot create a competition to any local</p>	<b>VOTE:</b>

	<p>businesses. However, the students in the culinary class could make items to sell at basketball games to earn a little money back for the program.</p> <p>It was stated that for two years Colebrook residents were not told the truth which has caused trust issues and to get past this the board will need to be honest with the public.</p> <p>The Superintendent spoke about building trust back up between the school district and the public. He will be doing this by open communication and having discussions about what is happening within the school. He will work to strengthen what is already at the school and give students the best educational experience.</p> <p><b><u>N. Lebel/C. Amey:</u></b> Motion to end public session at 6:42 pm.</p>	<b>VOTE:</b> Motion Carries
4.	<b>Special Report – None</b>	
5.	<p><b>Reading of the Minutes:</b>  <b><u>C. Amey/R. Lyons:</u></b> Motion to approve the Colebrook School Board Meeting Minutes with corrections of June 4, 2024.</p>	<b>VOTE:</b> Motion Carries
6.	<p><b>Principal Report –</b>  <b><u>N. Lebel/C. Amey:</u></b> Motion to approve the Athletic Policy</p> <p>August Principal Report – There have been more support staff hired, SAP Coordinator and a new Paraprofessional. Kim also spoke about the number of students enrolled (107 for high school and 193 elementary) . There is a new administrative assistant starting soon. New student orientation will be August 21<sup>st</sup> at 3pm. There was a drivers education class this summer at the school. There were 14 attendees for this class.</p>	<b>VOTE:</b> Motion Carries
7.	<p><b>Superintendent Report:</b>  August Superintendent Report – Discussed the Weekly #7 that he has been sending out. Discussed goal setting with the SAU Board and setting up a meeting in October for this purpose. Rick from Primex will be working with the board on setting goals and generating a report to help the board stay on track with the goals. This is a free service from Primex. This will be discussed further at the SAU Board meeting on Thursday. The Admin Staff started their retreat today in Pittsburg. It went very well.</p> <p>August 15<sup>th</sup> at 3:00 pm, weather permitting, there will be an ice cream social at the SAU office so that board members can come and meet the SAU staff. There is no agenda just time to get to know the staff.</p> <p>The Board should have received an email that is an email chain between Bridget, the Superintendent and our attorney to discuss policies and the flow of policies for adopting new or updated policies. Is this done at the SAU Board level or do the policies need to go back to the individual boards for final approval. This will be discussed further Thursday, August 8 at the SAU Board meeting.</p> <p><b><u>J. Brunault/R. Lyons:</u></b> Motion to accept the resignation from Brianna Sabourin  <b><u>C. Amey/R. Murphy:</u></b> Motion to approve the minute taker stipend at \$1,008.00 for the 24/25 year.</p>	<p><b>VOTE:</b> Motion Carries  <b>VOTE:</b> Motion Carries</p>

8.	<p><b>Business Administrator’s Report –</b> Bridget Cross</p> <p>DocuSign deadlines for Payroll and Accounts Payable is Wednesday morning.</p> <p><b>C. Amey/J. Brunault:</b> Motion to approve the agreement for the Hydro Credits for proposal 1. The credit will be about \$1,573 annually for 5 years based on kilowatt usage. There are no strings attached with this or any commitment from the school.</p> <p>Discussion on Pre-K Students on school buses – Bridget explained NHTSA rules for an 8 point harness child seats and seat belts. Not all buses are equipped with seat belts. This would require additional staffing, and we are not required to transport Pre-K students.</p> <p><b>C. Amey/R. Murphy:</b> Motion to approve the quote for the wrapping and removal of one fume hood with 20 square feet of Asbestos from Insurcomm for \$1,650.00</p> <p><b>D. Brooks/T. Stevens:</b> Motion to approve the quotes from Daniels Heating Solutions to clean and service the boilers at the Colebrook School, SAU #7 and Aggie Building for a total of \$2,630.00</p> <p><b>C. Amey/D. Brooks:</b> Motion to accept the Lead Remediation Grant funds and designate Superintendent Dana Hilliard as the AR and submit the paperwork for the reimbursement of \$2,500.00.</p> <p>Colebrook Academy and Elementary School received a donation from Ray Garneau in memory of Beverly McDaniels for \$200.00. Beverly was a teacher for over 20 years and a Colebrook Academy Graduate.</p> <p>Discussed the purchase of soccer goals for \$12,000.00 when the policy states that board approval must be sought for purchases over \$5,000.00. The funds were available in the Athletic Directors (AD) budget. The AD did reach out to 3 different companies and the purchase that was made was from the lowest quote. Asked about an approved quote from the last meeting for fencing at the cost of \$1,648 but the bill came out to \$2,800. There was additional work that was already budgeted, and that work came in on the same invoice. Also, the payments have to be split between the elementary and the high school which is the reason for different amount breakdowns on the reports.</p>	<p><b>VOTE:</b> Motion Carries</p> <p><b>VOTE :</b> Motion Carries</p> <p><b>VOTE :</b> Motion Carries</p> <p><b>VOTE :</b> Motion Carries</p>
9.	<b>Unfinished Business</b>	
10.	<p><b>Other –</b></p> <p>There is a nomination for a new Art Teacher Myriam Levatino</p> <p><b>C. Amey/N. Lebel:</b> Motion at approve the new Art Teacher</p>	
11.	<p><b>New Business –</b></p> <p>Asked about the crossing guard position but have not had anyone apply. There are two teachers that will share the responsibility for now and will receive a</p>	

	<p>small stipend for doing so.</p> <p>Policy IKF High School Graduation Requirements will need to be brought to the next meeting. It was discussed/approved at a previous meeting that the graduation requirements would drop from 27 credits to 24 credits. Dana will work with Kim on this and bring it to the next meeting.</p>	
12.	<p><b>Information:</b></p> <p>Letter to Principal – Kim received a letter regarding band members playing in the Memorial Day Parade. This was a past practice, however now there are not any volunteers to do this. Kim spoke to the Music Teacher, and they will ask for volunteers for future events and offer volunteer hours that are needed for graduation but cannot force students to participate.</p>	
13.	<p><b>Hearing of the Public:</b></p> <p>The Board Chair opened the public session at 7:29 pm.</p> <p>The question was raised about the CTE Auto program and is the location still intact? We hired a new teacher at the end of last year. So far there is no disruption to the location.</p> <p>Discussion on the time that school begins 7:55 am and ends at 2:30 pm.</p> <p>Bus routes were brought up as some of the roads (Bear Rock and Harvey Swell Roads) are being repaired and will not be passable. Main Street will be torn up as the infrastructure for the wires and the telephone poles come down and the lines go under Main Street. Streetlights will be coming down and work is being done on Rte 145.</p> <p><b><u>N. Lebel/J. Brunault:</u></b> Motion to end public session at 7:35 pm.</p>	<p><b>VOTE:</b></p> <p><b>VOTE:</b></p>
14.	<p><b>Non-Public RSA 91-A:3, II © -</b></p> <p><b><u>D. Brooks/C. Amey:</u></b> Motion to go into Nonpublic Session at 7:37 pm</p> <p><b><u>C. Amey/J. Brunault:</u></b> Motion to come out of Nonpublic Session at 8:26 pm</p> <p><b><u>D. Brooks/R. Lyons:</u></b> Motion to not fill open Pre-K seat with staff members Pre-K student.</p>	<p><b>VOTE:</b> Motion carries</p> <p><b>VOTE:</b> Motion carries</p> <p><b>VOTE:</b> Motion carries 6Yes 1 No (Tim Stevens)</p>
14.	<p><b>Meetings:</b></p> <ul style="list-style-type: none"> <li>• Colebrook School Board Meeting Tuesday, August 20, 2024, CAES Library at 6:00 pm</li> </ul>	
15.	<p><b>Adjournment:</b></p> <p><b><u>C. Amey/J. Brunault:</u></b> Motion to adjourn the meeting at 8:26 pm.</p>	<p><b>VOTE:</b> Motion Carries</p>

Respectfully Submitted,  
Billie Paquette



## Department of Energy

Golden Field Office  
15013 Denver West Parkway  
Golden CO 80401

August 5, 2024

Autie Hamilton  
SAU3 Berlin Public Schools  
Berlin Public Schools, 183 Hillside Ave, Berlin NH, 03570  
ahamilton@sau3.org

**SUBJECT:** Funding Opportunity Announcement Number DE-FOA-0003325, 2024 Renew America's School Prize Funding Opportunity

Dear Autie Hamilton:

On behalf of the Office of State and Community Energy Programs (SCEP), I would like to thank you for submitting an application in response to the 2024 Renew America's Schools Prize. All applications underwent a rigorous, multi-layer review process in accordance with the evaluation process described in the Official Prize Rules.

Unfortunately, your application was not selected for award negotiations. SCEP determined that your application, based on its unique strengths and weaknesses, would be less likely to achieve the programmatic objectives of this funding opportunity. This is a discretionary funding opportunity, and the selection decision is final.

Demand for Renew America's Schools funding continues to be overwhelming and continues to demonstrate the immense need for renovations and energy improvements in our nation's public schools. This year DOE received applications representing over 350 Local Education Agencies (LEAs) and 2,165 schools/school facilities. Including cost share, investments proposed in applications totaled more than \$1.83B. With available funds DOE was able to select about 16% of the applicant pool this year. With the final program funds that will become available in October 2025 from the Bipartisan Infrastructure Law, DOE anticipates opening a smaller third round of funding for Renew America's Schools, with applications opening in late 2025.

Applications will open shortly for Energy CLASS, an opportunity for energy personnel in schools to access training, coaching, and peer learning in order to better position schools for financing infrastructure upgrades. DOE encourages you to sign up for updates on this and additional



opportunities, and to explore other resources by visiting the [Renew America's Schools webpage](#).

In addition, below is a list of other resources that may be helpful in advancing your projects:

#### Funding:

- The [U.S. Department of the Treasury, IRS](#) released guidance on clean energy tax credits often called Direct Pay, made possible by the Inflation Reduction Act (IRA). [Schools can access tax credits directly](#) to transition to clean energy and clean transportation with cashback credits.
- With funding from the Bipartisan Infrastructure Law, the U.S. Environmental Protection Agency (EPA)'s new [Clean School Bus Program](#) provides \$5 billion over the next five years (FY 2022-2026) to replace existing school buses with zero-emission and low-emission models.
- The U.S. Department of Energy's Loan Programs Office (LPO) can provide loan guarantees for clean energy deployment projects, including renewables and efficiency, as well as clean transportation. [Schools can utilize LPO funding](#) for energy projects through a qualified [State Energy Financing Institution](#).

#### DOE Technical Assistance:

- This fall, applications will open for Energy CLASS, an opportunity focused on building knowledge within local educational agencies (LEAs) to identify and implement energy and health improvements in their facilities and classroom. Visit the [Renew America's Schools webpage](#) for updates on this opportunity and stay tuned for details on how to view energy management trainings from the 2023-24 Energy CLASS Prize.
- DOE's [Efficient and Healthy Schools Program](#) offers technical assistance and recognition for improving school facilities energy efficiency and indoor environmental quality. Sign up for the [mailing list](#) to learn about webinars, announcements on new resources and other offerings.
- DOE's [Financing Efficient and Healthy Retrofits](#) website features solutions to access capital and financing energy-efficiency projects in schools.
- DOE's [Better Buildings for K-12 School Districts](#) is an initiative to make the nation's buildings more energy efficient by accelerating investments and sharing successful best practices.
- DOE's [Energy Savings Performance Contracting \(ESPC\) Campaign](#) engages public sector building owners to expand and enhance the use of ESPC to achieve significant energy, environmental, and cost savings benefits.

#### Federal Government Resources

- EPA's [Healthy School Environments website](#) presents information on key topics about establishing and enhancing healthy school environments.
- U.S. Department of Education's [Green Strides School Sustainability Resource Hub](#) is a website for schools to access free resources on healthy, safe, sustainable, 21st century





learning environments and environmental sustainability education.

- The National Center on School Infrastructure (NCSI) has been established by the U.S. Department of Education to serve as a clearinghouse of resources and provide technical assistance.
- Additional federal resources and funding opportunities to address K-12 school infrastructure needs are catalogued in the updated White House Toolkit for Sustainable and Healthy Schools.

On behalf of SCEP, I would like to express our sincere appreciation for the significant time and effort you and your team invested in preparing this application. We hope that you will continue to submit innovative ideas and proposals in response to future funding opportunities.

Sincerely,

Luke Gomes

FOA Manager