

Colebrook School Board Meeting Agenda

Date	6/4/2024		
Time	6:00 pm		
Location	Colebrook Academy & Elementary School library		
Chairperson	Tim Stevens		
	School Board Members	Principal	SAU Members
Tim Stevens	Cayenne Amey	Kim Wheelock	Bridget Cross
David Brooks	Julie Brunault	Assistant Principal	
Rhonda Lyons	Nate Lebel	Stephanie Cameron	
Robert Murphy		College Career & Technical Education Director	
Student Board Members		Tia Cloutier	
Jamie McLain			
Sandra Minigell			
Item	Subject		
1.	Roll Call:		
2.	Agenda Adjustments:		
3.	Hearing of the Public: (15 minutes)		
4.	Special Report:		
5.	Reading of the Minutes: <u>Colebrook School Board Meeting Minutes of May 7, 2024</u>		
6.	Principal Report - <ul style="list-style-type: none"> • Student Reports • <u>June Principal Report</u> 		
7.	College Career & Technical Education Director's Report – Tia Cloutier <ul style="list-style-type: none"> • <u>June Report</u> 		
8.	Business Administrator's Report: Bridget Cross <ul style="list-style-type: none"> • <u>Two Additional Holidays</u> • Current Budget Surplus Potential Expenditures • <u>Approval of Quotes</u> <ul style="list-style-type: none"> ○ DS Security ○ PA Hicks ○ Global Vending Group ○ Colebrook Carpet ○ VT Recreational Surfacing & Fencing, Inc. ○ Colebrook Plumbing and Heating • <u>Colebrook School Board 24/25 Meeting Schedule</u> • <u>SCEP Funding</u> • <u>Meal pricing for the 24/25 school year</u> • <u>Approval of FSMC contract for 24/25 school year</u> • Accept Donation for CSD Facilities Expendable Trust <ul style="list-style-type: none"> ○ \$100.00 (Go Fund Me) • Teacher Nomination • Resignation 		

9.	Non-Public – RSA 91-A:3, II (a) (c)
10.	Unfinished Business:
11.	New Business:
12.	Information:
13.	Hearing of the Public: (15 minutes)
14	Meetings: <ul style="list-style-type: none"> • Colebrook School Board Meeting – August 5, 2024 Colebrook Academy and Elementary School Library at 6:00 pm
15.	Adjournment

Colebrook School Board Meeting Minutes

Date	5/7/2024
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	Debra Taylor
P	David Brooks	P	Julie Brunault		Asst. Principal	P	Bridget Cross
P	Rhonda Lyons	P	Tim Stevens	E	Stephanie Cameron		
P	Robert Murphy				College Career & Technical Education Director		
	Student Board Members			P	Tia Cloutier		
P	Jamie McLain						
	Sandra Minigell						
Public in Attendance: Stacey Campbell, Diane Little, Richard Cole, Theresa Deuschle, Shahanna Lebel, Kathi Lawton-Haynes, Amy Caron, Nick Hurley, Dawn Hall and others							

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Chairman Tim Stevens at 6:00 pm.	
2.	Agenda Adjustments: Area Agreement item moved to top of the agenda.	
3.	<p>Area Agreement: Superintendent Taylor presented the area agreement as recommended by the joint area agreement committee. The Colebrook and Columbia board discussed the main components of the agreement including the duration of the agreement, procedural timelines for state and voter approval and the history of the agreement which was first approved by both communities in 1973.</p> <p>R.Lyons/D.Brooks: Motion to approve the area agreement as recommended. J.Brunault voted no.</p>	VOTE: Motion Carries
3.	<p>Hearing of the Public: Chairman Stevens opened the hearing of the public session at 6:14 pm D.Brooks/C.Amey: Motion to end the hearing of the public session at 6:15 pm.</p>	VOTE: Motion Carries
4.	Special Report – None	

5.	Reading of the Minutes: R.Murphy/D.Brooks; Motion to approve the Colebrook School Board Meeting Minutes of April 2, and April 29, 2024.	VOTE: Motion Carries
6.	Principal Report –Kim Wheelock Kim reviewed her report and responded to questions. Board members were asked to contact Kim to reserve HS graduation tickets. Student Report – Jamie McClain reported on student club and fundraising activities as well as future celebratory events.	
7.	College Career & Technical Education Director’s Report – Tia Cloutier Tia discussed college visits and preliminary CTE enrollment of 48 students in 24-25.	
8.	Superintendent’s Report – Debra Taylor May Superintendent Report – Debra reviewed her report. She distributed a book for new board members, per policy BIA, to read and share in preparation for future strategic planning discussions in the coming year. Moderator Resignation D.Brooks/C.Amey: Motion to approve the school moderator resignation and authorize the Chairman to write a letter of appreciation to Mr. Frizzell for his many years of service to the school district. Teacher Resignation N/Lebel/J.Brunault: Motion to approve the Jeaninne Brady, Title I teacher resignation effective May 31, 2024. Teacher Appointment R.Lyons/N.Lebel: Motion to approve the teacher appointments. Donation C.Amey/J.Brunault: Motion to approve the \$1,220 donation to the Colebrook School Class of 2025	VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries VOTE: Motion Carries
9.	Business Administrator’s Report – Bridget Cross Quote for Tree Removal from SAU office property. D.Brooks/R.Lyons:: Motion to approve the quote for tree removal from D. Lawton Quote for Generator for SAU office J.Brunault/C.Amey: Motion to approve the quote from Generac for the generator and extended warranty for the SAU Office and to sell the existing generator. Budget Analysis Discussion – Bridget reported that preliminary year end budget analysis is \$313,793. more than anticipated. The board may wish to utilize these funds for facility and maintenance projects before the end of the school year. Recommendations will be provided at the June meeting. Audit Report Discussion – Bridget distributed the district FY 24 audit report along with a summary of findings. Addition of Two Holidays: This item was discussed in a non-public session.	VOTE: Motion Carries VOTE: Motion Carries
10.	Unfinished Business None	

11.	<p>New Business - Meeting Dates: David recommended the board reconsider their meeting schedule and increase meeting dates for certain months. This item will be on the agenda at the next meeting.</p> <p>Kiwanis Building Permit for Construction of Gazebo at Kiwanis Park: D.Brooks/C.Amey: Motion to approve the Kiwanis Club request for permission to construct a gazebo on Kiwanis Park in front of the school. Vote: Robert abstained due to his membership on the Town Planning Board.</p>	VOTE: Motion Carries
12.	Information – None	
13.	<p>Hearing of the Public: Chairman Stevens opened the hearing of the public session at 7:07 pm <u>R.Lyons/J.Brunault:</u> Motion to end the hearing of the public session at 7:09 pm.</p>	VOTE: Motion Carries
	<p>Non-Public Session: RSA: 91-A:II (a)</p> <p>C.Amey/R.Lyons: Motion to enter nonpublic session at 7:10 pm.</p> <p>R.Murphy/D.Brooks: Motion to return to public session at 7:49 pm</p> <p>N.Lebel/D.Brooks: Motion to approve the addition of a sick leave bank to the Colebrook Support Staff collective bargaining agreement.</p> <p>N.Lebel/D.Brooks: Motion to approve the addition of two holidays for full-time year-round SAU administrative and support staff. Nate in favor, all others voted no.</p> <p>N.Lebel/D.Brooks: Motion to table the request for two additional holidays for full-time year-round Colebrook Administrators and Support Staff to the next meeting and request that administration provide more information on area district holidays.</p>	<p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Fails</p> <p>VOTE: Motion Carries</p>
14.	<p>Meetings:</p> <ul style="list-style-type: none"> • Colebrook School Board Meeting Tuesday, June 4, 2024, CAES Library at 6:00 pm 	
15.	<p>Adjournment: N.Lebel/R.Lyons: Motion to adjourn the meeting at 7:53 pm.</p>	VOTE: Motion Carries

Respectfully Submitted,
Debra J. Taylor, Ph.D.
Superintendent

Principal Board Report

June 4, 2024

K. Wheelock



Enrollment

PreK	14	9 th	23
K	22	10 th	34
1 st	18	11 th	27
2 nd	18	12 th	25
3 rd	22	CTE	2
4 th	21	Total: 111 Combined Total; 5/28/24 304	
5 th	17		
6 th	23		
7 th	21		
8 th	17		
Total CES	193		

School News/Updates

Activities:

June 3 rd -6 th	Senior rehearsals
June 4 th	Yearbook Dedication 12:00
June 5 th	Class Night 6:00pm
June 6 th	Graduation 6:00pm
June 6 th	Senior Wheels parade
June 6 th	Tillotson Center Chem Free following parade
June 7 th	3 rd grade field trip to Flume
June 10 th	Admin meeting with Dana Hilliard
June 12 th	End of Quarter 4/Semester 2 LNA Graduation 6:00pm
June 13 th	4 th grade field trip to Living Shores Kindergarten promotion 10:00am MS Student Council Dance 8 th grade graduation 1:00pm
June 14 th	Last student day; early release
June 17 th	Staff in-service; Jen Mathieu
June 18 th -19 th	PD

June Board Report

2024

North Point CTE

Colebrook Academy Guidance

North Point

- Students have begun enrolling in classes for next year, to include CTE courses. So far we are looking at similar numbers among our programs with the exception of Education. As it stands right now that program looks as though it will remain in reserve for a year while Hospitality will be ramped back up.
- We will continue to build new partnerships and opportunities for our students to earn industry recognized credentials as well as hands on experience.

Colebrook Academy

- 90% of the current high school students have chosen classes for next year. The remaining will be choosing before the end of the school year. All schedules will be sent home with students for the end of the year.
- June 3 -7 will be focused on scheduling incoming freshmen. Parents have been invited to schedule a time to join their 8th grader as we look at what the next year will hold.



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Approval of (2) Additional Holidays – December 24th (Christmas Eve) and December 31st (New Year’s Eve) beginning in Fiscal Year 25 (7/1/24-6/30/25)

During our Administrative Team Meetings, it was proposed to request 2 additional holidays for our Full Time, Year Round SAU 7 Office & School Administrators, Full Time ,Year Round SAU Office Support Staff, and Full Time ,Year Round Support Staff. There is no additional cost for this benefit as all staff who would receive this benefit must work 260 or 261 days per year. It would just allow them to take the day off as a paid holiday without requiring a leave request.

We are looking for the Colebrook School Board’s approval in two parts.

1. To Approve the Additional 2 paid holidays for the following staff : SAU 7 Office Administrators (4 employees), 6 Full Time Year Round SAU Office Support Staff, and 2 Full Time Year Round Administrators of the District (Principal & Curriculum Coordinator)
2. To Propose an Addendum be drafted and adopted by the School Board and Colebrook Support Staff Association, NEA, NH to the 2024-2027 Colebrook Support Staff Collective Bargaining Agreement granting 2 additional paid holidays for the Full Time Year Round Support Staff Only to include (2 Administrative Assistants, 1 Head of Maintenance, and 3 Custodians)

*Currently these employees receive 11 paid holidays per year. This would increase it to 13.

Mission Statement

To prepare all SAU 7 students for success in whatever path they choose.

CLARKSVILLE – COLEBROOK – COLUMBIA – PITTSBURG – STEWARTSTOWN

Equal Opportunity Employer – Equal Education Opportunities

Month	2022/2023 – Meetings	2023/2024- Meetings	2024/2025- Meetings
July	July 5, 2022 July 19, 2022	July 19, 2023	July 2, 2024
August	August 2, 2022 August 16, 2022 August 24, 2022 – Special Meeting	August 1, 2023 August 15, 2023	August 6, 2024 August 20, 2024
September	Sept 6, 2022 Sept 20, 2022	Sept 5, 2023 Sept 19, 2023	Sept 3, 2024
October	Oct 4, 2022 Oct 18, 2022	Oct 3, 2023	Oct 1, 2024
November	Nov 1, 2022 Nov 15, 2022	Nov 7, 2023	Nov 5, 2024
December	Dec 6, 2022 Dec 20, 2022	Dec 5, 2023 Dec 19, 2023	Dec 3, 2024 Dec 17, 2024
January	Jan 3, 2023 Jan 17, 2023	Jan 2, 2024 Jan 16, 2024	Jan 7, 2025 Jan 21, 2025
February	Feb 7, 2023 Feb 21, 2023	Feb 6, 2024 Feb 20, 2024	Feb 4, 2025 Feb 18, 2025
March	March 7, 2023 March 21, 2023	March 5, 2024	March 4, 2025
April	April 4, 2023 April 18, 2023	April 2, 2024	April 1, 2025
May	May 2, 2023 May 16, 2023	May 7, 2024	May 6, 2025
June	June 6, 2023 June 20, 2023	June 4, 2024	June 3, 2025



2024 Renew America's Schools Prize

The U.S. Department of Energy (DOE) is accepting submissions for the Renew America's Schools Prize, which will invest an anticipated \$180 million in school facilities that demonstrate the need for both energy improvements and financing. The Prize will focus on supporting schools that serve a high percentage of students eligible for free and reduced-price lunch, and/or which qualify as rural.

The **Renew America's Schools** program funds eligible energy efficiency and renewable energy projects at public K-12 schools, helping school communities decrease energy use and costs, improve indoor air quality, and foster healthier learning environments. Applications are due Thursday, June 13 by 5 p.m. ET on [HeroX](#).

Eligibility

Entities eligible for participation in the 2024 Renew America's Schools Prize must meet the following requirements as described in Section 40541(a)(3) of the Bipartisan Infrastructure Law.

Teams must consist of at least one local educational agency (LEA); and one or more:

1. Schools
2. Nonprofit organizations that have the knowledge and capacity to partner and assist with energy improvements
3. For-profit organizations that have the knowledge and capacity to partner and assist with energy improvements
4. Community partners that have the knowledge and capacity to partner and assist with energy improvements

Each application must identify a minimum of 10 K–12 public schools or school facilities in its proposed portfolio. These can be from different LEAs and geographic areas.

Eligible Types of Improvements

- **Energy efficiency improvements** such as repairs, renovations, or installations to the facility envelope, air conditioning system, ventilation system, heating system, domestic hot water heating system, compressed air system, distribution system, lighting system, power system, and/or controls of a building.
- **Renewable energy improvements** such as rooftop solar, micro wind turbines, alternative fueled vehicle infrastructure, and purchase or lease of alternative fueled vehicles.

Application Process

This application is a one-step process with no concept paper. To apply, submit all required application materials to [HeroX](#) by **Thursday, June 13 by 5 p.m. ET.** Applications will be reviewed on five equally weighted criteria.

Five Merit Review Criteria:

	CRITERION 1 Need for Planning & Energy Assessments
CRITERION 2 Team Composition, Capability, and Experience	CRITERION 3 Implementation Plan for Phase 2
CRITERION 4 Impact & Replicability	CRITERION 5 Community Benefits Plan

Application Package

Tell us about your project with a Technical Narrative (10 pages max), Community Benefits Plan (5 pages max), and summary slide. Templates are provided.

Tell us about your schools/school facilities with the Energy Justice Mapping Tool Reports and School Energy Assessment (SEA) Form Tool. Instructions on how to run these reports are provided on the HeroX Challenge Resources tab.

Tell us about your team with Resumes and Letters of Commitment (1 page for each resume and letter).



Funding Information

2024 Renew America's Schools Overview = \$180M across 3 Phases

	PHASE 1 Prize PORTFOLIO + TEAM	PHASE 2 Cooperative Agreement STRATEGIC PLAN + ENERGY AUDITS	PHASE 3 Cooperative Agreement IMPLEMENTATION
Number of Anticipated Awardees	Up to 23 winners. Minimum of 10 schools per portfolio selected.		
Award	\$300K cash prize each	\$500K – \$1M*	\$7M – \$14M*
Cost Share	No cost share required	Minimum 5%	Minimum 25%
Total Award Funding (\$180M)	Up to \$6.9M	\$10 – \$15M	\$150 – \$170M

*Winner will receive funding based on portfolio size

Winner will receive funding based on their portfolio size.

	PHASE 1 Prize PORTFOLIO + TEAM	PHASE 2 Cooperative Agreement STRATEGIC PLAN + ENERGY AUDITS	PHASE 3 Cooperative Agreement IMPLEMENTATION
10–14 Schools & School Facilities*	\$300K	\$500K	\$7M
15–19 Schools & School Facilities	\$300K	\$750K	\$10.5M
20+ Schools & School Facilities	\$300K	\$1M	\$14M

*Portfolios must have 10 or more schools/school facilities

Application Guidance

Good news! This year’s application is simpler and includes similar elements to the 2022 Renew America’s Schools Funding Opportunity. All competitors who meet the eligibility can apply, including those that applied to the 2022 Renew America’s Schools Grant.

DOE suggests the following steps for previous applicants:

1 Assemble your consortia.

- See if any previous partners are interested in partnering again.
- Reach out to new potential partners and contractors.

2 Define your portfolio.

- Confirm your identified portfolio meets the new minimum (10 schools or school facilities).
- If not, reach out to other schools or school facilities and LEAs.
- Re-run the EJ Mapping Tool reports and the SEA Form reports to provide the most up-to-date information.

3 Compile your application materials.

- Refer to the templates provided in [HeroX](#) under the Resources tab.
- Carry over applicable information from your previous Project Narrative to the Technical Narrative and Community Benefits Plan.

Applicant Support

Leverage the Schools Teaming Partner List. This list can be found on HeroX under the [Resources](#) tab. Industry experts can join, and LEAs can browse the list to find additional capacity and expertise.

Watch Webinars and Office Hours.

- Register and find recordings for Informational Webinars 1 & 2, and Office Hours 1 & 2 on the HeroX [Timeline](#) tab.
- Access other relevant webinars and recordings on the Webinars & Technical Assistance section of the [Renew America’s Schools Program](#) page.

Informational Webinar #1

Thursday, March 21
at 3 p.m. ET

Informational Webinar #2

Tuesday, March 26
at 2 p.m. ET

Office Hours #1

Wednesday, April 24
at 1 p.m. ET

Office Hours #2

Wednesday, May 29
at 2 p.m. ET

Applications Due

Thursday, June 13
by 5 p.m. ET

Questions?

For more information, refer to the [Official Prize Rules](#).

Submit questions to Schools@doe.gov or consult the [FAQ](#) on HeroX.

Recommended Meal Prices 2024-2025

Breakfast	23-24 Old Prices	24-25 New Prices	Increase
Student	\$1.60	\$1.70	\$0.10
Adult	\$2.25	\$2.35	\$0.10
Reduced Student	\$0.00	\$0.00	\$0.00
Milk	\$0.60	\$0.70	\$0.10

Lunch	23-24 Old Prices	24-25 New Prices	Increase
Grades PK-5	\$2.85*	\$2.95*	\$0.10
Grades 6-12	\$3.05	\$3.15	\$0.10
Reduced	\$0.40	\$0.40	\$0.00
Adult	\$4.00	\$4.50	\$0.50
Milk	\$0.60	\$0.70	\$0.10

*Stewartstown is the only school that will keep their lunch prices the same rate as Grades PK-5 (\$2.95) for ALL Grades (PK-8) as they serve multiple grade levels in one serving.

Approval of FSMC Contract for the 2024-2025 School Year-CSD

This is our first renewal of the FSMC Contract with Underwood Catering/The Abby Group. We can renew for up to 4 years before going out to bid again. The proposed budget will be \$180,993.33 which includes a maximum subsidy of \$30,448.97. This is less than the budgeted amount for the 24-25 School Year.

We are asking for board approval to enter into the agreement for this contract with Underwood Catering/The Abbey Group for the 2024-2025 School Year.