

## Colebrook School Board Meeting Agenda

<b>Date</b>	12/17/2024		
<b>Time</b>	6:00 pm		
<b>Location</b>	CAES 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 -	Chris Paquette
Robert Murphy		<b>CTE Director</b>	
		Emilie Hall -	
		<b>Student Report</b>	
		Sandra Minigell	
		Brodyn Cote	
<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> Motion to open and end hearing of the public (15 minutes)		
4.	<b>Reading of the Minutes:</b> Colebrook School Board Meeting Minutes of December 3, 2024		
5.	<b>Kim Wheelock – Principal</b>		
6.	<b>Dana Hilliard – Superintendent</b> <ul style="list-style-type: none"> <li>• Approval of Student Activities Broadcasting Club Account</li> <li>• Budget</li> </ul>		
7.	<b>Hearing of the Public:</b> Motion to open and end hearing of the public (15 minutes)		
8.	<b>Non-Public Session: RSA 91-A:3, II (c)</b>		
9.	<b>Meetings:</b> <ul style="list-style-type: none"> <li>• Colebrook School Board Meeting, Tuesday, January 7, 2025 @ 6:00 pm</li> </ul>		
10.	<b>Adjournment</b>		

**Colebrook School Board  
Meeting Minutes**

<b>Date</b>	12/03/2024
<b>Time</b>	6:00 pm – Public Hearing/School Board Meeting
<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			
A	Nathan Lebel	P	Cayenne Amey	P	Kim Wheelock	P	Dana Hilliard
P	David Brooks	P	Julie Brunault		<b>Asst. Principal</b>	P	Bridget Cross
P	Rhonda Lyons	P	Tim Stevens	E	Stephanie Cameron	P	Chris Paquette
P	Robert Murphy				<b>CTE Director</b>		
				P	Emilie Hall		
					<b>Student Report</b>		
				P	Sandra Mingell		
				E	Brodyn Cote		

**Public in Attendance:** Debbie Thompson, Christine Sullivan, Kathi Lawton-Haynes, Dawn Hall, Lisa Brooks, Terri Rosi

**Minutes**

Item	Subject	Action
	<b>Public Hearing</b> – To accept unanticipated grant funds. Bridget discussed the two grants that are being presented this evening to be accepted. The first one is the Tillotson Grant for \$3,500.00 to be used for Winter Carnival, bowling and weight room equipment. The second grant is the Wellness Grant for Multi-Tiered Systems Support Behavior (MTSSB) for \$20,000.00.	
1.	<b>Roll Call:</b> The meeting was called to order by Chairman Tim Stevens at 6:03 pm and opened with the Pledge of Allegiance	
2.	Approval of Unanticipated Grant Funds: <b>D. Brooks/J. Brunault:</b> Motion to approve the unanticipated grant funds of \$20,000.00 Wellness Grant and \$3,500.00 Tillotson Grant.	<b>VOTE:</b> Motion Carries
3.	<b>Agenda Adjustments:</b> Addition of Broadcasting Stipend and 8 <sup>th</sup> Grade Advisor Stipend CTE Report	

4.	<p><b>Hearing of the Public:</b> The Board Chair opened the Hearing of the Public at 6:08 pm.</p> <p><b><u>D. Brooks/C. Amey:</u></b> Motion to end 15-minute public session at 6:08 pm.</p>	<b>VOTE:</b> Motion Carries
5.	<p><b>Reading of the Minutes:</b> <b><u>J. Brunault/D. Brooks:</u></b> Motion to approve the Colebrook School Board Meeting Minutes of November 19, 2024, with correction of the Chronicle to the Caledonian Record and the sidewalk discussion was brought up by Fran not Brian.</p>	<b>VOTE:</b> Motion Carried
6.	<p><b>Principal Report – Kim Wheelock</b> Principal Report - breakfast with Santa is not happening this year. There was not a large turnout last year. This past weekend was the weekend with Santa and Mrs. Clause at Don Noyes Chevrolet.</p> <p>Guidance Report - Spent a lot of time preparing for the state visit for the CTE Center. The report from the state has not been received yet but Diane (from the state DOE) was very pleased when she was here. There is one correction that Emilie knows of compared to past years where there were many corrections that needed to be made. Diane stated that Emilie has made a lot of progress and is very happy with what she has been doing. Now she is working on the CATE Anomaly Report. Working to make sure everything is in place for Kim Dorman’s departure at the end of the year.</p> <p>Student Report - The freshmen class is planning a fundraiser for either January or February. The senior class is starting their 12 days of Christmas raffle tomorrow. It will run until December 19th. Key Club has events planned as well including Santa Clause comes to town and visit with Santa and Mrs. Clause. They are also planning for their annual District Convention (Decon) which will be held in April.</p>	
7.	<p><b>Superintendent Report – Dana Hilliard</b> November Report- Bridget will be guiding the board through the proposed draft budget. Dana would like everyone to digest the information given tonight then feel free to contact him or Bridget with any questions or suggestions. Dana discussed that he continues to examine everything within this district to see if there is a way that we can do things that continue to redefine the system that match the needs of our students and population that continue to raise the bar academically and at the same time, maintain affordability. Dana proudly acknowledged that he was the winner of the 2024 Turkey Call Contest and his trophy is now displayed at the SAU Office.</p>	
8.	<p><b>Business Manager – Bridget Cross</b></p> <p><b><u>J. Brunault/C. Amey:</u></b> Motion to approve the Annual Report proposal from Minute Man Press for 300 copies at \$1,207.60.</p>	<b>VOTE :</b> Motion Carries

	<p><b>C. Amey/T. Stevens:</b> Motion to approve the 8<sup>th</sup> grade advisor stipend in the amount of \$567.00 and the Broadcasting Club Advisor for \$1,500 for a total of \$2,567.00</p> <p>Discussion took place about the budget and needing to cut the budget so not sure that these stipends are needed. Dana discussed the Collective Bargaining Agreement, and these stipends are included in there. The Broadcasting Club was not in effect when the current Collective Bargaining Agreement became effective. The stipends are paid annually. The funds to fill these stipends are available because some of the advisor position in the CBA are not filled which leaves those funds available.</p> <p><b>D. Brooks/R. Lyons:</b> Motion to approve the Broadcasting Club Advisor stipend in the amount of \$1,500</p> <p>Budget Discussion - This is the draft of the budget please review and digest it. Bridget reviewed the documents stating that the budget being proposed has an increase of \$46,000 and a tax rate increase of \$1.90. The Adequacy Aid dropped by \$140,918.00. This is the largest cut in the revenue. Bridget stated that they will go over this more at the next meeting. If there are any questions, she encouraged board members to come in and talk to her or Dana.</p> <p>David inquired about the generator that ceased up that was at the SAU Office. It was given to the Automotive Class when no other bids came in on it. When the Tech Class could not do anymore with it it was taken to the dump for disposal. David felt that there should have been another advertisement giving it away to someone who may have wanted it. It was pointed out that it cost money and time to advertise for something that appears no one wants.</p>	<p><b>VOTE:</b> 3Yes/3 No (D Brooks, J Brunault) Motion Rejected</p> <p><b>VOTE:</b> Motion Carries</p>
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9.	<p><b>New Business:</b></p> <p>Policy GBEB - It was requested that policy GBEB come back to the board. Dana explained that there are two copies of this policy and reviewed the adoption dates of this policy. The latest version which was put out to the boards in February of 2024 was never adopted by Colebrook. They voted to continue with the old version</p> <p>Dana presented different options to take from here including sending it back to the policy committee, remove Colebrook School Board from the new policy by giving Dana permission to remove their name from the adoption list or readdress it.</p> <p><b>C. Amey/R. Murphy:</b> Motion to remove Colebrook School Boards name from policy GBEB adopted in February 2024 and also move it to the policy committee for further review and suggestion to come back to the full board.</p>	<p><b>VOTE:</b> Motion Carries</p>
10.	<p><b>Hearing of the Public –</b></p> <p>Chairman of the Board opens hearing of the public at 7:08 pm.</p> <p><b>D. Brooks /C. Amey:</b> Motion to close the hearing of the public at 7:09 pm.</p>	<p><b>VOTE:</b> Motion Carries</p>

11.	<p><b>Non-Public Session –</b>  <b><u>C. Amey/J. Brunault</u></b>: Motion to go into non-public session RSA 91-A:3, II (c) at 7:10pm  Principal Wheelock, Bridget Cross and Superintendent Hilliard were asked to stay in the meeting for the non-public session  <b><u>T. Stevens/C. Amey</u></b>: Motion to come out of non-public session RSA 91-A:3, II (c) at 7:52 pm</p>	<p><b>VOTE:</b> Motion Carries   <b><u>VOTE:</u></b> Motion Carries</p>
12.	<p><b>Meetings:</b>  Colebrook School Board Meeting Tuesday, December 17, 2024, CAES Library at 6:00 pm</p>	
13.	<p><b>Adjournment:</b>  <b><u>C. Amey/J. Brunault</u></b>: Motion to adjourn the meeting at 7:53 pm.</p>	<p><b>VOTE:</b> Motion Carries</p>

Respectfully Submitted,  
Billie Paquette

## **Broadcasting Student Activity Account**

We are seeking approval to open a Student Activity Broadcasting Account. The need for the account is to accept donations, hold funds, and use funds to replace broadcasting equipment when needed.

We thank you for your consideration of this request.

Requested by: Tyler Snyder

## **Broadcasting Student Activity Account Amendment**

We are seeking approval to amend the previously approved request for the Broadcasting Student Activity Account, which was approved on April 2, 2024.

The initial request for the account was to accept donations, hold funds, and use those funds to replace broadcasting equipment as needed. These donations covered the full cost of acquiring all required equipment during the first year of the program. With that equipment now fully purchased, we would like to adjust the official plan for the use of donations moving forward.

The revised proposal:

This account is to accept donations, hold funds, and use funds to purchase broadcasting equipment when needed, secure contracted services that will aid in growth of the program, and that total donations in excess of \$3,000 be directed to supporting other school departments to enhance their programs, including, but not limited to the athletic department.

This change reflects the understanding that the major broadcasting equipment has a lifespan of at least five years, so the need for ongoing large-scale equipment purchases will be minimal. Additionally, the athletic department is our primary source of broadcast material, and this model mirrors the approach used by other streaming providers in the past, but with more funds benefiting both our broadcasting students and athletes.

This was the original plan, although not explicitly stated in the initial request. We believe this adjustment will better support both the broadcasting and athletic programs, while ensuring the sustainability of the Broadcasting Student Activity Account.

We appreciate your consideration of this request,  
Tyler Snyder and the Broadcasting Club

### **Examples of non-equipment purchases:**

1. Purchase warm up tops for 3rd-8th graders to give our younger athletes, who work hard and represent Colebrook, a sense of community and support. These athletes are ~92% of our viewership.
2. Secure broadcasting services from local professionals to enhance our program and the growth of the club through their platform.