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| **Colebrook School Board**  **Meeting Minutes** |

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| **Date** | 09/06/2022 |
| **Time** | 6:00 pm |
| **Location** | Colebrook Elementary School library |
| **Chairperson** | John Falconer |

**Attendance**

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

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**School Board Members Principal SAU Members**

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| P | John Falconer | P | Robert Murphy | P | Kim Wheelock |  | **Superintendent** |
| P | Deb Greene | P | Tim Stevens |  | **Asst. Principal** | P | Debra Taylor |
| P | Craig Hamelin | P | Tanya Young | P | Ron Patterson |  | **Business Manager** |
| P | Nathan Lebel |  |  |  | **College & Career Tech Edu Director** | P | Bridget Cross |
|  |  |  |  | P | Tia Cloutier |  |  |
| **Colebrook Select Board members** Greg Placy, Suzanne Collins, Ray Gorman | | | | | | | | |
| **Public in Attendance:** Cindy Corliss, Vita Rella, Angela Rella, Julie Brunault | | | | | | | | |

**Minutes**

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| **Item** | **Subject** | **Action** |
| 1. | The meeting was called to order by Chairman John Falconer at 6:00 pm. |  |
| 2. | **Agenda Adjustments**:  Hearing of the Public; Remove Policy IKF from Agenda |  |
| 3. | **Hearing of the Public**: No comments |  |
| 4. | **Reading of the Minutes:**  **D.Greene/T.Young**: Motion to approve the minutes of August 24, 2022 as presented.  **D.Greene/T.Young**: Motion to approve the minutes of August 16, 2022, as presented. | VOTE: Motion Carries  VOTE: Motion Carries |
| 5. | **Special Report(s):** None |  |
| 6. | **School Administrator’s Report:** Kim Wheelock.   * September Report   Kim reported that the first week of school went very well. Students were greeted by all staff as busses arrived, 22 parents came to the opening day BBQ lunch. A total of 315 students were enrolled in Colebrook plus 6 collaborative students attending from Pittsburg. She reviewed her activities leading up to the start of the school year including continued partnership meetings concerning the innovative school project that is under development, continued work on school achievement plan rubrics, leadership team training and opening of school activities. - |  |
| 7. | **Superintendent’s Report:** Debra Taylor   * September Report –   Debra reported that the enrollment in all SAU 7 schools is increasing and that we had a strong start this school year. She summarized the information shared with staff on August 25 during the inservice session with all staff and that we were pleased to welcome 9 new teachers this year across the SAU. She reviewed the updated COVID 19 prevention and quarantine guidelines and referred folks to the CDC and NHDHHS website for more information. Debra reported that Jenn and Bridget were working together to organize and expend grant funds. She also appreciated teacher participation in various professional development activities over the summer.   * Building Aid Update–   Debra distributed a document which outlines the NH DOE School Building Aid Process for construction between July 1, 2023 and June 30, 2025. We are in the evaluation phase with the DOE at this time and on September 7 a team of three people from the NHDOE School Safety and Facility Management Bureau are scheduled to meet with administrators and representatives from Lavallee Brensinger Architects to discuss the application, a tour of the school and tech building. Following the evaluation phase, DOE presents their ranking decision to the School Building Authority on December 1, 2022 then submits the ranking to the State Board of Education. By January 15, 2023, the State Board publishes their ranked list. The board will then review the ranking, finalize the project and prepare the warrant. The voters in the town of Colebrook will vote on the project at the Annual School Meeting in March. If the voters approve the project, and upon approval of the state budget for the next biennium, DOE grants 80% of the State Building Aid award at the start of the project. Upon completion of the project, the state makes final payment (20%) to the school district.   * Building Project Update-   Debra distributed updated draft documents to the Board termed as Option 2. This option was prepared by the architects in response to the feedback received by the building committee and board in August. Their aim was to provide a location where all academy and North Point CTE classrooms would be located together and to make the gymnasium a separate option. The Board also reviewed updated total project estimate outlining the state and local costs for Option 2a (Academy and CTE Center) and Option 2b (Gymnasium addition). The Board was pleased with the new information and was looking forward to feedback from the Select Board and the Building Committee later in the month. |  |
| 8. | **College Career & Technical Education Director –** Tia Cloutier   * Tia provided an update of the North Point CTE Center highlighting strong enrollment and excitement that is generated by teachers and students alike! There are exciting statewide competitions planned for the culinary students in December as our students will participate in the NH National Guard Chop Challenge where students will create dishes using ingredients from MRE’s. Articulation agreements have been finalized and all teachers are engaging with students in exciting and engaging ways. She reported on our CTE industry reviewed certificates to build skills and student resumes. She also announced the CTE Ambassadors program which are all high performing students to take on leadership roles and serve and assist with recruitment. We plan to implement the Career and Technical Student Organizations (CTSO) where students in each career cluster are eligible for scholarships, leadership opportunities and state and national competitions. In October, Diane Lewis, NHDOE CTE Consultant will review our program and give us feedback as we work to continuously evolve and improve. |  |
| 9. | **Business Administrator’s Report:** Bridget Cross   * Updated Meal Prices   Bridget reported that the 2022-23 meal prices are as follows:  Breakfast: $1.60  Lunch PK-5 $2.70  Lunch 6-12 $2.95  This reflects a change in the published amounts that were provided to the Board in July. There is no change from prior year.   * Oil and Propane Bids:   **N.Lebel/C.Hamelin**: Motion to approve heating oil bid from CN Brown at $3.799/per gallon (CAES) for the tanker and $3.849/per gallon (SAU and Tech Building) for the pedal truck for the 2022/2023 school year.  **N.Lebel/C.Hamelin**: Motion to approve the propane bid from C. Bean Transport at $2.679 per gallon for the 2022/2023 school year.   * Additional Adequacy Aid-   The Board discussed the preliminary amount of extraordinary adequacy aid in the amount of $67,230.89. A workshop on 9-12 will provide additional information as to how to access these funds. This will be considered at the next meeting.   * **D.Greene/R.Murphy**: Motion to approve the purchase of a sink from Home Depot for the SAU #7 office. * DOE-25s/MS-25s Reports   We received an extension to file the DOE 25’s until 9/30/22. A report will be provided at the next meeting. The Board will return $940,956.00 to reduce taxes. This is $220,956.00 more than anticipated   * Enrollment Report   Bridget shared a preliminary CAES enrollment report by town including Colebrook, Columbia, Clarksville, Errol, Millsfield, NEK Choice. The North Point CTE Center enrollment includes students from Colebrook Errol, Columbia, Stewartstown and Pittsburg. | VOTE: Motion Carries  VOTE: Motion Carries  VOTE: Motion Carries |
| 12. | **New Business:** None |  |
| 13. | **Joint Meeting:**   * Building Project   The Board exchanged pleasantries and introduced administration. John provided an overview of the revised Colebrook School building design and associated costs as well as the manner in which building aid funds are awarded and distributed. Greg highlighted projects the town was planning which include searching for a new site for water wells, considering solar panels on the town hall and highway garage, updates to the waste water treatment facility using grant funds and implementing the Main Street project next summer. The Boards agreed to hold another joint meeting on January 17, 2023 at 7:00 pm at the Colebrook School Library. |  |
| 13. | **Information:** None |  |
| 14. | **Non-Public Session:** None |  |
| 15. | **Meetings:**   * Colebrook School Board Meeting: Tuesday, September 20, 2022 @ 6:00 pm – CAES library |  |
| 16. | **Adjournment:**  T.Stevens/R.Murphy: Motion to adjourn the meeting at 7:30 pm. | VOTE: Motion Carries |

Respectfully Submitted,

Debra J. Taylor  
 Superintendent

Minutes Adopted: September 20,2022