

Colebrook School Board Meeting Agenda

Date	11/06/2024		
Time	6:00 pm		
Location	Colebrook Library		
Chairperson	Tim Stevens		
	School Board Members	Principal	SAU Members
Tim Stevens	Cayenne Amey	Kim Wheelock	Dana Hilliard
David Brooks	Julie Brunault	Assistant Principal	Bridget Cross
Rhonda Lyons	Nate Lebel	Stephanie Cameron -	
Robert Murphy		CTE Director	
		Emalie Hall	
		Student Report	
		Sandra Minigell	
		Brodyn Cote	
Item	Subject		
1.	Roll Call and Pledge of Allegiance:		
2.	Agenda Adjustments:		
3.	Hearing of the Public: Motion to open and end hearing of the public (15 minutes)		
4.	Special Report:		
5.	Reading of the Minutes: Colebrook School Board Meeting Minutes of October 22, 2024		
6.	Principal Report – Kim Wheelock <ul style="list-style-type: none"> • Principal Report • Guidance Report • Student Report 		
7.	CTE Director – Emalie Hall <ul style="list-style-type: none"> • November Report 		
8.	Superintendent's Report: Dana Hilliard <ul style="list-style-type: none"> • November Superintendent Update 		
9.	Business Manager – Bridget Cross <ul style="list-style-type: none"> • Approval Colebrook Tuition Rate 		
10.	Unfinished Business: <ul style="list-style-type: none"> • Donation of Floor Machine • Policies <ul style="list-style-type: none"> ○ SAA -Homecoming Parade Procedure ○ IJOAA - Foreign and Domestic Overnight Travel ○ IKF – High School Graduation Requirements 		
11.	Other:		
12.	New Business:		
13.	Information: <ul style="list-style-type: none"> • Notice of Intent to Acquire Easement 		

14.	Hearing of the Public: Motion to open and end hearing of the public (15 minutes)
15.	Non-Public Session: RSA 91-A:3, II(c) & RSA 91-A:3. II (i)
16.	Meetings: <ul style="list-style-type: none"> • Colebrook School Board meeting November 19, 2024, Colebrook Academy and Elementary School Library
15.	Adjournment

Colebrook School Board Meeting Minutes

Date	10/22/2024
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	E	Bridget Cross
P	Rhonda Lyons	P	Tim Stevens	E	Stephanie Cameron	P	Chris Paquette
P	Robert Murphy				CTE Director		
				E	Emalie Hall		
					Student Report		
				E	Sandra Mingell		
				E	Brodyn Cote		
Public in Attendance: Kathleen Lawton-Haynes, Dawn Hall, Terrence Rosi, Christine Sullivan, Lisa Brooks, Theresa Deuschle, Kayla Kimball							

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Chairman Tim Stevens at 6:06 pm and opened with the Pledge of Allegiance	
2.	Agenda Adjustments: <ul style="list-style-type: none"> • Add another Non-public session under RSA 91-A:3, II (i) • Move tuition rate discussion to the next meeting agenda 11/6/24 	
3.	<p>Hearing of the Public: Opened hearing of the public at 6:06 pm. Kayla Kimball wanted to discuss issues that she is experiencing with her son at school. She brought up his 504 Plan and that he is not consistently followed no matter who she reaches out to. She brought up that he was denied water during gym class because he wasn't following directions. She finds these issues concerning. The Board Chair asked if she had followed the proper channels within the school by talking to his teacher, the principal and the superintendent? Kayla stated that she has. The Board Chair stated that this will be added to the next school board meeting under non-public to be discussed with the School Board at the next meeting on November 6th. <u>N. Lebel/C. Amey:</u> Motion to end 15-minute public session at 6:09 pm.</p>	VOTE: Motion Carries

4.	Special Report – None	
5.	Reading of the Minutes: D. Brooks/C. Amey: Motion to approve the Colebrook School Board Meeting Minutes of October 1, 2024 as presented.	VOTE: Motion Carries
6.	Principal Report – Kim Wheelock School to Work Program – Reviewed the School to Work Report that Brandi Covill prepared.	
7.	<p>Superintendent Report – Dana Hilliard October Update- The Homeland Security Building Assessments are coming up. Pittsburg and Stewartstown Schools are scheduled for the 29th and Colebrook is scheduled for the 30th from 8:30 am to 11:00 am. School board members are welcome to participate. We applied for a \$25,000 grant from the state, and we were not approved. However, we did receive notification that we received a different grant for \$20,000. This grant will help us with MTSSB which specifically deals with climate, culture and behavior. This grant also includes parental outreach which will be an educational video series. The Policy Committee met and reviewed Policy IKF High School Graduation Requirements, Policy IJOAA Foreign and Domestic Overnight Trips and a procedure on homecoming parades. These policies are still being reviewed by the Policy Committee so we will not be voting on these tonight. They will be brought back to this board once they are completed. Superintendent reviewed the Youth Risk Behavior Survey which is geared towards grades 9 through 12. He is asking if the board would like to have the students of CAES participate in the survey. C. Amey/N. Lebel: Motion to approve students in grades 9 through 12 to participate in the YRBS Survey. The Board Chair verified that the results will be anonymous but that they will be reviewed so if there are issues, they can be addressed. A letter will be sent out to parents for participation in the survey and the survey is voluntary. The survey will be completed in school.</p> <p>J. Brunault/C. Amey: Motion to approve the Professional Development Proposal from Rothenberg Consulting Group for \$4,350</p> <p>The Board reviewed the Auditing Questionnaire from Plodzick & Sanderson and there were no questions.</p> <p>Discussion on donating the floor machine – This item is on hold until the next meeting. In the interim the following information will be brought back to the board: Do we currently have another machine, and this one is just collecting dust? Is there a school in the district that needs this machine? Would it cost the school that gets this machine anything to fix it and would they still want it if it needs fixed?</p>	<p>VOTE : Motion Carries</p> <p>VOTE : Motion Carries</p>

	What is the value of the machine?	
9.	Unfinished Business - None	
10.	Other - None	
11.	<p>New Business – The following policies were not forwarded on to the board and are still being worked on by the policy committee.</p> <ul style="list-style-type: none"> ➤ Homecoming Parade Procedure ➤ Foreign and Domestic Overnight Travel Policy ➤ Policy IKF High School Graduation Requirements. <p>Tim brought up the new policy under NHIAA regarding no overtime in soccer games anymore. He discussed if this new rule would be for soccer only or if it would carry into basketball and baseball. The Superintendent discussed if the board wanted to write a letter in support of our student athletes and going into overtime, he would be happy to help draft that letter from the board. The Superintendent will draft a letter that will be brought back to this board for their next meeting for review.</p> <p>Dana heard back from Bridget and the Colebrook School does have another floor machine which is why they wanted to donate this machine to another school. The Board would still like this added to their next agenda for further discussion.</p>	
12.	Information - None	
13.	<p>Hearing of the Public: The Board Chair opened the floor up for anyone in the public. Christine Sullivan brought up the Cell Phone Policy and said that the student body was going to present to this board reasons why they felt they should be able to use their cell phones at lunch time. Has this been done yet? Dana responded that no this has not been brought forward yet by the students. It has been made clear to students that they can go to Principal Wheelock or to the Superintendent for further discussion to bring back to the board, but they have not come forward as of yet.</p> <p><u>D. Brooks/R. Murphy:</u> Motion to end 15-minute public session at 6:43 pm.</p>	VOTE: Motion Carries
14.	<p>Non-Public Session – <u>N. Lebel/C. Amey:</u> Motion to go into non-public session RSA 91-A:3, II (i) at 6:45pm Superintendent Hilliard and Principal Wheelock were invited to stay during non-public session. <u>R. Murphy/R. Lyons:</u> Motion to come out of non-public session RSA 91-A:3, II (i) at 6:57pm. <u>N. Lebel/C. Amey:</u> Motion to seal the minutes from non-public session RSA 91-A:3, II (i) <u>N. Lebel/C. Amey:</u> Motion to go into non-public session RSA 91-A:3, II (a) at 7:00 pm Principal Wheelock and Superintendent Hilliard were invited to stay during non-</p>	<p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p>

	<p>public session.</p> <p><u>N. Lebel/D. Brooks:</u> Motion to come out of non-public session RSA 91-A:3, II (a) at 7:10 pm</p> <p><u>N. Lebel/J. Brunault:</u> Motion to seal the minutes from non-public session RSA 91-A3, II (a)</p>	<p>VOTE: Motion Carries</p> <p>VOTE: Motion Carries</p>
15.	<p>Meetings:</p> <p>Colebrook School Board Meeting Tuesday, November 6, 2024, CAES Library at 6:00 pm</p>	
16.	<p>Adjournment:</p> <p><u>N. Lebel/D. Brooks:</u> Motion to adjourn the meeting at 7:11 pm.</p>	<p>VOTE: Motion Carries</p>

Respectfully Submitted,
 Billie Paquette

Principal Board Report

November 6, 2024

K. Wheelock



Enrollment

PreK	13	9 th	16
K	23 -1 Move AZ	10 th	28
1 st	19	11 th	27
2 nd	16	12 th	29
3 rd	15 -1 Move OK	CTE (not in count)	21 CA, 1 Pitts
4 th	24	Total: 100 Combined Total; 10/29/24 286	
5 th	19 -1 HS		
6 th	16 +1 ODP		
7 th	22 - 1 Move		
8 th	19		
Total CES	186		

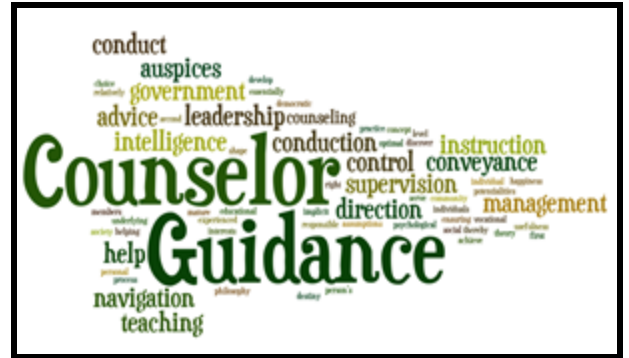
School News/Updates

- We continue to be short on para educators and substitute teachers.
- The Lady Mohawks won their first playoff game and are headed to the Quarter Finals in Concord on Friday, 11/1!
- November 6th "I applied Day" through the American College Application Campaign is a national effort to help high school seniors navigate the college admissions process and increase the number of students who submit college applications. It is one day that all college application fees are waived saving hundreds of dollars for families.
- November 7th Parent Teacher conferences happening from 3:00-6:00pm.
- November 8th Veteran's Day breakfast and assembly; early release
- November 9th PTO Craft Fair in the cafeteria
- November 11th No school
- November 13th AMC visit grades K-5
- November 15th 11th & 12th graders visit to WMCC Open House
- November 25th - 28th Student Council Food Drive for Thanksgiving

CAES Guidance Board Report

October 2024

Brandi Covell



- Met with Britni Haley from the Community Hub on 10/2 to discuss collaborating with one another to provide students with community service opportunities. We are also going to be sharing a Google Survey with students to get ideas of what they want to see in their community.
- On October 5th, 6 students took the SATs.
- On October 9th, 20 students took the PSATs (this was offered to all sophomores and juniors).
- Had a phone call with Josten's to begin the process of ordering caps, gowns, diplomas, etc.
- On 10/18 the National Guard and a recruiter from University of New England came during high school lunch to set up table displays.
- Met with Carla Peacock from Granite Edvance:
 - Carla reviewed what Granite Edvance was and the services they can offer to our school
 - Carla will be coming to visit the seniors in early November to discuss the college admissions process, how to make a college list, career goals, the Common App, net pricing for college, and much more!
 - Carla will be hosting a Financial Aid 101 night in early November (available to all seniors and their families).
 - In the Spring, Carla will host an informational night for juniors and their families, to help prepare for what's to come in the student's senior year.
 - Also in the Spring, Carla will host an informational night for 8th graders, to help prepare for what's to come in the student's high school career.

- Carla also connected me with a few resources to help me in my new role - including introducing me to an experienced Guidance Counselor from another northern NH district.
- Met with Heidi Richards from GEAR UP on 10/24 to continue our discussion on starting a 'College and Career' club next year for 9-12th graders.
- Met with Mike Innes, WMCC Director of Admissions on 10/28 to discuss what the college has to offer, and talked about informational events we could host for students and families in the future.
- Myself, Stephanie Cameron, Amy Caron, Val Rella, and Lyndsay Devine went to White Mountain Regional High School on 10/28 for a training on Grief. The training was hosted by Friend's of Aine. Friends of Aine provides bereavement support services and resources to children and families who have suffered the death of a loved one. They provided us with a 'purple backpack' filled with activities and resources to help us help students who may be going through the process of grief after a death. Please visit their website for more information.
- Kim and I went to WMCC's Admin Breakfast of 10/29:
 - Welcome message from the President and Vice President
 - Message/updates from the Director of Admissions and the Early College Coordinator:
 - Each student (10-12th grade) gets to take 2 free Early College courses per year - *that's 6 free courses throughout a student's high school career!*
 - There are 3 ways a student can take Early College courses-
 - 1 - at our school, taught by college-credentialed teachers. Students must pass a course with 'C' or better to earn the college credit. Cost: \$150/course (after the 2 free courses).
 - 2 - at the WMCC campus (online or in-person). Cost: \$322 (3 credit) or \$430 (4 credit) (after the 2 free courses).
 - 3 - online, taught by any Community College System of NH faculty. Cost: \$150/course (after the 2 free courses).
 - Message from the Student Support team
 - Campus Tour

- Message from Granite Edvance
- Message from Campus Compact for NH
- Kim and I attended WMCC Liberal Arts Advisory Board meeting on 10/30
- Members from the National Guard and the ASVAB program met with sophomores to review and interpret their ASVAB scores on 10/31

Other:

- I'm currently planning a college fair, to be held on 4/11/25. Invites will be going out to colleges soon.
- Emilie Hall and I are collaborating to plan a career fair in the spring.
- Ordered AP exams for 6 students. Tests will be administered in May.

CTE Director Board Report October 2024

Emilie Hall

The beginning of the month of October was focused on reviewing material to prepare for the CATE report which was due Oct 15th. I spent most of my time watching webinars and studying the state CTE manual. I reached out to the State DOE for assistance from Cassandra, who was very helpful and sent me the templates that I needed to use. The CATE report was submitted on time and accepted by the state. The next task was completing the CTE director budget for the upcoming school year. I met with Jen M regarding the Perkins grant, and submitted the grant for review. It needs to be updated and resubmitted, I have a meeting with Diane Lewis Nov 1st to review the edits that need to be made. Next up I have been emailing with Troy Lachance regarding the auto program articulation agreement, which once it is finalized I can get it signed and sent back, I am still waiting for the revised copy. The culinary articulation agreement has been revised, again waiting for the revisions to be completed on their end and then I can sign and submit. Discussed building back the trades event happening in Concord Nov 15th, we can attend a virtual live stream free. I would like to bring students to the event next year and I budgeted for it, there just were no funds available this year. This event focuses on bringing students information regarding the numerous trades in NH and available trade school opportunities that await students after graduation. On Oct 18th I attended the monthly NHCTA meeting virtually for part of the day before leaving to chaperone the Key Leader field trip. The meeting provided information regarding upcoming changes, mainly dealing with the Perkins grant. Oct 22nd, I checked in with Ryan, he sent a picture of students working on a small engine for class. Oct 23rd, Emailed Beth to check in regarding the culinary program. She sent numerous pictures and descriptions of what the students are currently working on, which is using and identifying herbs and spices in Culinary I, and making different sauces in Culinary II. I plan to visit and meet with Beth next week. Worked on getting an excel spreadsheet ready for Perkins. Visited health science programs, students in med term are learning about the digestive system, and I was able to take pictures of students using the table looking at digital patients. I also researched and compiled data for the yearly monitoring report which is due Nov 18th. WMCC auto program emailed they are almost done with a new articulation agreement. Oct 24th- Met with Jen M, emailed Ryan about a quote for welder. Ryan has a welder chosen, it will be put into the Perkins grant monday. I also looked into a Dec 5 field trip for students to attend Nashua Community College, manufacturing career fair event. This trip is free, they are reimbursing transportation costs and providing free lunch. Waiting to hear back for more information, a flier should be sent out soon. Oct 25th- emailed with Travis at WMCC regarding articulation agreement. I visited the auto program and students were working on vehicle repairs. All students had safety glasses and safety boots/composite toe shoes. I then met with Ryan to help enter referrals, and helped with entering purchase requisitions. Oct 30th- Emailed Steve Rothenberg to set up an initial meeting. Set up a meeting next week with Brandi to continue our work organizing a college and career fair here for our students in the spring. We may end up splitting the event into two days if we can get enough career and local business interest/vendors lined up. This is a great opportunity for students to see what the local trades look like and what local opportunities are available after graduation. Over the course of the next week I will be meeting with Diane to get the grant finalized and resubmitted, and visiting the

programs to continue to monitor them and collect information that I will need to have ready for the monitoring visit. I also will be entering purchase orders for culinary and auto program supplies.



Superintendents Report

Wednesday November 6th, 2024

Colebrook

Dana S. Hilliard

North Country Superintendents November Meeting: I will be traveling to North Haverhill on 11/7 for the monthly North Country Superintendents meeting.

Goal setting: Rick Alper has completed the official guide to our goal setting session. Each of you will be receiving a copy of the document that will guide our work from through July. The SAU and Admin team will begin a “deep dive” into the document and map out pathways to begin producing results for our goals. We will also begin to include these goals along with updates at our Joint Board meetings.

Safety Audits: The Homeland Security audits took place this week in all schools. The feedback was positive with several suggestions of things we can do internally with daily procedures and some suggestions for increasing our security that will involve a financial investment.

The report will be drafted and emailed to the Principals and I within the next two - three weeks. Once we receive the reports I will plan on briefing each board in non-public on the suggestions. The report will also be the basis for us seeking any available grants (most grants require a safety audit so now we can check that box).

I was very impressed with all the measures each of our principals and members of the admin team have already put into place ensuring that all of the students and staff are safe. While there is

always room for improvement, it is reassuring knowing that each day members of the SAU 7 community walks into schools with school leaders who put their safety first.

Mentor: It is common practice to have the guidance of a mentor for the first three years in any new position within education. I have contracted with Dr. Ester Asbell Superintendent from SAU 16 who will be mentoring me this year. It is my intention to continue her services throughout my three-year contract. Below is her resume.

<https://drive.google.com/file/d/1SpZvHnNtoxfh78tix9hS1dBwvDrAPtqk/view>

Esther Asbell, Ed.D.

Superintendent of Schools

Dr. Esther Asbell is an accomplished educational leader with extensive experience in K-12 school administration. She earned her Doctorate in Education Leadership from Southern New Hampshire University in 2022, and holds certifications in Superintendent, Principal, and Director of School Counseling. Dr. Asbell assumed the role of Superintendent for SAU #16 in Exeter, NH, on July 1, 2023. As Superintendent, Dr. Asbell will continue to provide leadership, technical support, and information to schools in order to develop, achieve, and maintain quality educational programs. She will continue coaching building level leaders, oversee school safety and social emotional learning, and writing and administering grants. Dr. Asbell also serves as the designated superintendent for the Exeter and Exeter Region Cooperative School Districts, where she coordinates and supports the facilitation of all board meetings and oversees the budget process. Prior to her current position, Dr. Asbell worked as a District Improvement Facilitator, Middle School Guidance Counselor, and Assistant Principal in various New Hampshire and Maine schools. She has

received multiple awards for her outstanding service and has presented at various educational conferences on topics including K-12 threat assessment teams, compassionate care systems for educators, and asset-based teacher evaluation.

Dr. Asbell also serves on several boards and organizations, including being President Elect of the New

Hampshire School Administrator Association Executive Board and the National Association for Behavioral Interventions and Threat Assessment Advisory Board. In her free time, Dr. Asbell enjoys

riding and showing Morgan horses as a member of the American Morgan Horse Association.

Joint Policy Committee: The Joint policy committee met last week and will have a variety of policies moving towards the Joint SAU Board for its November meeting. Most of these are the new batch from the NH School Boards Association.

Closer Yet Further Apart: In 2019 I printed this piece with divine hope in humanity. While this hope will never extinguish, I continue to be perplexed by the lack of common decency and hatred which continues to be vetted on social media. These acts of negativity continue to erode the threads of our humanity. While my faith in our ability to continue to progress towards reaching our creed where all will be valued and celebrated, based on a recent barrage of social media posts attacking our educators I am sharing this article with you.

Each generation will have the joy of owning the statement “things are a lot different than when I grew up”. For those of us that grew up in the world of MTV (back when they played 24 hours videos), neon, the Cold War) when the Berlin Wall was still up), for us the distance of the world, nation, state and neighborhoods seems to have metaphysically gotten smaller. To gain information on the situation one was subject to the clock as news was reported at 6pm and 11pm. Local news ran on an afternoon cycle, and households anticipated a timely delivery of their newspaper. Late delivery of the Foster’s Daily Democrat (the newspaper that covered my hometown) would result in the penalty of a smaller tip. As a childhood paper boy, I must admit I often fell victim to the voice of the angry consumers’ desire to have their paper before 4pm, with their anger being reflected in a hard candy tip instead of cash.

The creation of the internet, social media and the launching of the 24-hour news cycle has made our world feel a lot smaller. The benefit to this access is unquestionable. We have become more exposed to the world we live in, gained greater insight into ourselves, into others, into counter views and into lifestyles which we may not have been accustomed to either. Yet, despite the distance between us and others shrinking, the gap has seemed to instead widen. Regardless of how small the world has appeared to become, our level of understanding, civility, respect, and decency towards others, has eroded and continues to erode at an alarming rate.

While I am certainly in tune that I have reached my early fifties and the vocabulary which encompasses it, there is universal truth in the statement ***“In my day”***. I will stand by my conviction, that “things have changed” in a negative direction since my youth. Discontent is not something new to our society. The culture of New Englanders is embedded with aspects of discontent and negativity. Ask a New Englander “how are you?” most will respond “Why?” The formation of our independence was crafted around our discontent at how we were treated by our former mother land England. Yet, with the dawn of Facebook, Twitter, and other social media, our personal level of discontent has metamorphosed itself beyond vocalizing our First Amendment right of free speech, instead to personal attacks upon the morals, ethics and character of our political leaders, government employees, police officers, fire fighters, principals, teachers, friends and neighbors. The personal opinions we once harbored about professionals, friends, and neighbors, have moved from the privacy of our homes to the World Wide Web, exposed where everyone has become a target, and is forced to defend themselves.

Somewhere along the journey of technology, which was created to bring us closer, we have instead become further apart, altering the direction of becoming “thy brother’s keeper” to becoming “thy brother’s attacker”. There is tremendous difference between applying high professional standards upon the individuals entrusted with responsibilities within our republic and having an “open season” attack on individuals. Instead of progressing forward as a dignified human species with the technology we have created, we have instead reverted backwards to a culture like the one of 1692 Salem, Massachusetts. Call someone a witch on Facebook, or Tweet that they were dancing in the woods with the Devil, and they are immediately placed on the trail at the court of the World Wide Web and public opinion.

Somewhere along our journey, we have abandoned our decency and became uncaring to the fact that the people who we attack have families, children and careers. That they are sons and daughters, fathers and mothers, aunts and uncles. That by casting stones upon them, we are casting stones upon all who we are connected to, causing unwarranted and unjust pain. Somewhere, at some point, the technology which should have made us closer,

has instead divided us and continues to break us further apart. It has led to the misconception that being part of a community includes unwarranted attacks on neighbors, co-workers, entrusted officials and friends.

With technology, and the Constitutional rights we view as divine, comes great responsibility. The responsibility of adhering to the practices of the republic, the responsibility of knowing and safeguarding our inalienable rights, and the responsibility of not abusing what we have fought for through war, civil disobedience, sweat and tears, is a task each one of us inherits. We must not lose sight, or abandon one of the greatest responsibilities, the responsibility of practicing how each of us deserves to be treated, and the responsibility of modeling for the next generation how a civilized society treats one another.

We must revert to the roots of what has grown us into a great and powerful nation. Our ability to listen to each other, our ability to respect, honor, and celebrate differences, and our ability to educate, grow, and lead our children into honoring and practicing the same values. There is universal truth in the statement “do unto others”. We must begin practicing this statement in not only all of our daily affairs, but also in how we interact with others on social media and all aspects of technology.

Trick or Treat: Halloween was in the air on Thursday, thank you CAES class of 2025 for stopping by and visiting.



Homecoming Parade Procedure

1. Class advisors will distribute permission slips to the class to be returned signed by parent/guardian.
2. A list of approved students to walk in the parade will be distributed to class advisors, administrators, and Superintendent.
3. Attendance must be taken and any student not on the list cannot participate.
4. Each class with a float must have an adult driver who also returns a permission form to drive along with a copy of their driver's license for approval of administration. There should also be an alternate driver as backup with the same information required. Drivers who are not prior approved by administration will not be permitted to drive, and the class will forfeit the float in the parade. Absolutely no person under the age of 21 will drive the floats.
5. Each truck must have a fire extinguisher.
6. All school rules apply for student behavior.
7. The administration will receive a copy of the permit from the Booster Club.
8. Administration will contact the Colebrook police to provide road closure and to direct traffic.

District Approval History	
Board/Committee	Approval Date
Colebrook Policy Committee	10-22-24,

FOREIGN AND DOMESTIC OVERNIGHT TRAVEL

Foreign or domestic overnight travel with significant educational value is permitted following the approval of the building principal and the Superintendent. School Board approval is required for all foreign travel trips. All of the requirements in Policy IJOA and this Policy must be followed.

Overnight trips shall, to the extent possible, be scheduled during school vacation periods. If the trip extends into days when school is in session, a waiver request must be requested. For domestic overnight travel, the Superintendent must approve the waiver request. School Board approval of the waiver is required for foreign travel trips.

A. Foreign Trip Approval Process

Preliminary Approval. Trip approval by the School Board shall consist of preliminary approval, at least six months prior to the trip, but no later than November 1st. Preliminary approval is required to allow for appropriate trip and financial planning. Except to determine interest/feasibility, no substantive discussion of foreign travel can be conducted with students and families until preliminary approval is granted by the School Board.

Requests for preliminary approval submitted to the School Board shall include:

- Statements of the educational value of the proposed extended travel and the relationship to current program and course offerings.
- If a travel agency is utilized, evidence of a performance bond or other security for deposits from the agency is required.
- Inclusive dates of the trip.
- General itinerary.
- Cost per student.
- Statement of academic eligibility or other limiting rules of participation established by the trip director.
- Permission forms to be reviewed with and signed by parents.
- Statement of source and nature of insurance coverage.
- Decision and opinion of the principal and superintendent.
- Release from duty of any staff member by the superintendent.

- Financial benefit to trip leader and chaperones must be disclosed (e.g., plane fare, accommodations, future awards or credits for travel, bonus points, cash or gift awards, etc.)
- Any costs to the School District.

Final Approval. Requests for final approval should be scheduled for the regular School Board meeting approximately three months prior to departure, granting permission to proceed.

Requests for School Board final approval will include:

1. Adult/Student ratio is 10 students to 1 chaperone (Chaperones for Field Trip Procedure). The required number of chaperones are subject to venue and logistics and the minimum number of chaperones is 2.
2. Confirmation permission forms, student code of conduct contract which will include Standards for Behavior, and telephone contact notification submitted to the principal.
3. A list of all students, chaperones and their contact information. This information will be kept on file at the SAU office and at the school.

The School Board may rescind its final approval in the event the government issues a travel advisory for any areas on the itinerary or if the safety or well-being of the students may be jeopardized by acts of terrorism or government instability.

The School District shall not be responsible for any costs incurred by staff, chaperones, parents or students associated with the School Board’s denying final approval or rescinding its final approval.

B. Chaperones

Only adults assigned as chaperones are permitted to travel with the students on domestic trips. On foreign overnight scheduled trips during school break parents may travel with their child and are responsible for all cost incurred. Chaperones are required to have completed the criminal background check process as described in Policy IJOC. Alumni of CAES graduates may be invited to participate for up to one year upon graduation from CAES.

Alumni will adhere to the same standards of behavior as defined for student participants

Chaperones will be provided with a copy of the Requirements for Chaperones (Policy IJOA-R, Form 2) and must acknowledge that they have reviewed and will adhere to these requirements.

C. Permission to Participate

A copy of this Policy and all related forms in Policy IJOAA-R along with any informational materials shall be provided to students and parents. All required information and permissions must be secured before the student is allowed to participate in the trip.

D. Alumni Chaperones

Alumni of CAES may be invited to participate for up to one year upon graduation from CAES, until they reach the age of 21.

District Policy History	
Board/Committee Name	Recommendation/Approval Date
SAU Joint Policy Committee	
Colebrook School Board	
Colebrook Local Policy Committee	Oct. 22, 2024,

HIGH SCHOOL GRADUATION REQUIREMENTS

Category: R

Related Policies: IK, IKFA, ILBAA & IMBC

Students generally earn a high school diploma through a combination of high school credit and proficiency or mastery of required District and Graduation competencies. Methods for earning credit are discussed in Board policy IK, while competencies are discussed in Board policy ILBAA. This policy outlines the specific courses, competencies and other specific requirements before a student will receive a diploma or other graduation credential. The Board reserves the right to impose additional academic requirements necessary to graduate and or receive a diploma.

A. Credit Requirements.

1. Awarding of Credit. Credit will be awarded in accordance with Board policy IK, Earning of Credit. Additionally, a unit of credit or fraction thereof shall be given upon satisfactory completion of a course or learning experience in compliance with the district-specified curriculum and assessment standards. In some cases, course credit may also be awarded based on demonstrated mastery of the required competencies for the course. Assessment of mastery will be the responsibility of the principal, and will be in accordance with Board policy ILBAA, High School Competency Assessments. Credit will be awarded only once for a specific required course with the same content during the secondary school experience.
2. Required Subjects and Credits.

Subject	NH Minimum*	Colebrook School Board** (24 credits required for the Class of 2025 and beyond)	Colebrook School Academic Honors Diploma (29 credits)	Pittsburg School Board***
Arts education:	½ credit	½ credit	1 credit	1 credit
Digital Literacy/Information and communications technologies:	½ credit	1 credit	½ credit	1 credit
English:	4 credits	4 credits	5 credits	4 credits

Mathematics:	3 credits (including Algebra credit that can be earned through a sequential, integrated, or applied program)	4 credits (One Algebra credit required of four credits) (A math class must be taken senior year).	5 credits including an algebra and 4 more credits	4 credits (must include 1 credit of Algebra; others can be earned through sequential or applied area).
Physical sciences:	1 credit	1 credit	1 credit	1 credit
Biological sciences:	1 credit	1 credit	1 credit	1 credit
Elective Science		1 credit	2 credits	1 credit
US and NH history:	1 credit	1 credit	1 credit	1 credit
US and NH Government/Civics:	½ credit	½ credit	½ credit	1 credit
Economics, including Personal Finance:	½ credit	½ credit	½ credit	1 credit including ½ credit Personal Finance/Economics and ½ credit Business
World history	½ credit	1 credit	1 credit	1½ credits including ½ credit World History and 1 credit Humanities
global Current Events & geography	½ credit	1/2 credit	1/2 credit	
Physical Education	1 credit	1 credit	1 credit	1 credit
Health education:	½ credit	½ credit	½ credit	1 credit (including Consumer Science)
World Language			2 credits	
Community Service – minimum 50 hours		½ credit Does not count toward GPA	Does not count toward GPA	
Open electives:	6 credits	6 credits	6 ½ credits	5 ½ credits
Totals:	20	24	29	25

*Minimum State Requirements: In New Hampshire the minimum of twenty (20) credits are required to graduate and earn a high school diploma. The required subjects and credits for high school graduation (including the requirements of Ed 306.27, Table 306-2).

**Colebrook School Board Graduation Requirements. Students must take a full schedule each year; a 24 credit Colebrook Academy Standard diploma is the expectation of all graduates.

***Pittsburg School Board Graduation Requirements

3. Alternative Credit Options. The Superintendent or Principal may approve the granting of credit earned through alternative methods outside of regular classroom-based instruction. Such alternative methods of instruction may include extended learning opportunities, distance education, alternative learning plans, or others approved by the Superintendent or designee. Awarding of credits to be applied toward high school graduation requirements will be determined by the high school Principal on a case-by-case basis. Such credit will be granted pursuant to the provisions of Board policy IMBC, Alternative Credit Options and other applicable Board policies.

C. Passage of Civics Exam.

The district will develop a competency assessment of United States government and civics, consistent with pertinent and applicable law. This assessment will be administered to students as part of the high school course in history and government of the United States and New Hampshire. Students must attain a passing grade on this assessment to be eligible to receive a high school diploma or other graduation certificate.

Effective for students graduating after June 30, 2023, the district will also administer the 128 question civics (history and government) naturalization examination developed by the 2020 United States Citizen and Immigration Services (“U.S. Citizenship Test”). This exam may be modified for a student with a disability in accordance with the student’s individualized education program. Students must earn a grade of 70 percent or better to be eligible to receive a high school diploma or other graduation certificate.

Under RSA 189:11, II, the Superintendent will submit the composite results of either the locally developed civics competency assessment or the U.S. Citizenship Test to the N.H. Department of Education.

D. Federal Student Aid Application.

Effective for students graduating in 2024, as a requirement for receiving a high school diploma, each student who is at least 18 years of age or legally emancipated, or the parent/guardian of such a student who is under 18 years of age, shall either:

1. file a Free Application for Federal Student Aid (FAFSA) with the U.S. Department of Education; or
2. file a waiver on a form created by the N.H. Board of Education with the District indicating that the parent/guardian or, if applicable, the student, understands what FAFSA is and has chosen not to file an application.

The District shall provide each student and, if applicable, the parent/guardian, any support or assistance necessary to comply with the requirement above.

The District shall award a high school diploma to any student who is unable to meet the

requirement above if the student has met all other graduation requirements and the building Principal attests that the District has made a good faith effort to assist the student or parent/guardian in filing an application or waiver.

The Board supports early graduation as a means to earn a high school diploma (see Board policy IKFA. Parental involvement for students under the age of 18 is required. The high school principal shall approve such requests if he/she determines that all state and local graduation requirements will be met, and that early graduation is related to career and/or educational plans of the student making the request. Upon approval by the high school principal, the minimum 4-unit requirement per year for enrolled students shall be waived and the student shall be awarded a high school diploma.

E. Alternative Learning Plans

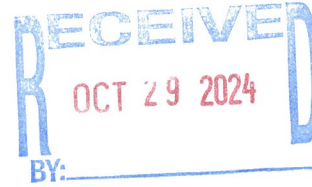
As an alternative to satisfying the provisions of this policy and related State requirements, students may also graduate from high school and obtain either a high school diploma or its equivalent by participating in an alternative learning plan or program. The provisions of Board policy IHBI, Alternative Learning Plans, shall apply in such an event.

District Policy History

Board/Committee Name	Recommendation/Approval Date
Colebrook School Board	September 17, 2024
Pittsburg School Board	May 22, 2023
Colebrook School Board	April 18, 2023
Pittsburg School Board	August 22, 2022
Colebrook School Board	September 20, 2022

October 24, 2024

Colebrook School District
21 Academy Street
Colebrook, NH 03576



RE: Town of Colebrook, X-A004(448), #40640
Main St. Roadway & Sidewalk Improvements Project
NOTICE OF INTENT TO ACQUIRE EASEMENTS

27 Dumont Street
Map 109 Lot 126

To Whom It May Concern:

The purpose of this letter is to notify you of the Town's intent to acquire permanent property rights and/or temporary easements for the Main St. Roadway & Sidewalk Improvements Project. The Town of Colebrook anticipates beginning construction in the spring of 2025 and the project taking two construction seasons to complete. This public project will reconstruct the Main Street sidewalks and approximately 2,700 feet of the Main Street roadway in the downtown area, from approximately the former Northern Outlet to the Beaver Brook bridge.

As such, this project will require permanent and temporary easements on the adjacent properties. A permanent easement provides the Town a right to use that portion of your land for a specified purpose, such as construction or maintenance, but ultimate ownership of the property remains yours. Temporary easements only last through construction.

Since this project is federally funded, property owners affected by the project are afforded due process in acquisition with just compensation. This is codified in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended 49 CFR- Part 24, known as the "Uniform Act". The Fifth Amendment provides that private property may not be acquired for public use without payment of "Just Compensation". As the landowner, you have the following rights:

- To receive just compensation,
- Have property valued by an appraisal,
- Have a written statement of the established just compensation,
- Be present during the appraisal process,
- Challenge the just compensation offer,
- Receive payment before surrendering the property,
- Receive reimbursement for incidentals, and
- Receive at least 90 days written notice to remove structures if the property is improved with structures or if personal property needs to be vacated.

If you so choose, you may waive your rights above and donate the necessary right of way needed to construct the project.

The Town and their representatives will be in contact with you in the next few weeks to discuss and describe the anticipated impacts to your property and the type and size of acquisition needed for the subject project. We look forward to working with you on this important public project to improve the safety of the traveling public and provide an important transportation benefit to the Town of Colebrook.

Sincerely



Timothy F. Stevens
Town Manager
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(603) 237-4070

Cc: Greg Placy, Selectmen
Raymond Gorman, Selectmen
Suzanne Collins, Selectmen