

Colebrook School Board Meeting Minutes

Date	06/07/2022
Time	6:00 pm
Location	Colebrook Elementary School library
Chairperson	John Falconer

Attendance

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

School Board Members			Principal			SAU Members		
P	John Falconer	P	Robert Murphy	P	Kim Wheelock	P	Debra Taylor	
P	Deb Greene	P	Tim Stevens			R	Cheryl Covill	
P	Craig Hamelin	P	Tanya Young		Asst. Principal			
P	Nathan Lebel			P	Ron Patterson			
Public in Attendance: Stacey Campbell and Kristen Brooks								

Minutes

Item	Subject	Action
1.	The meeting was called to order at 6:00 pm by Chairman John Falconer.	
2.	Agenda Adjustments: <ul style="list-style-type: none"> • Expendable Trust Fund, Facility Access Emergency Entry; Coaching appointments 	
3.	Reading of the Minutes: <u>N. Lebel/D. Greene:</u> Motion to approve the minutes of May 17, 2022 as presented.	Vote: Motion Carried
4.	Special Report(s): <ul style="list-style-type: none"> • Building Expansion and Renovation Design Presentation- Lavallee and Brensinger Architects <ul style="list-style-type: none"> ○ Anne Ketterer, Project Manager, and Marc Jobin, Construction Estimator reviewed the proposed design for the Colebrook Academy and Elementary School renovation and expansion project. Documents provided include: <ol style="list-style-type: none"> 1. Conceptual Floor Plans 2. Program Outline 3. Conceptual Budget Executive Summary ○ The project includes a building addition of 28,300 square feet and a renovation of 7,700 square feet. The renovation includes the conversion of existing administrative spaces to classrooms and locker rooms. The addition includes a health science lab, computer technology center, automotive technology bays and classroom, woodworking and welding areas, culinary kitchen and serving area, an administrative area, and a new high school gym. Site development costs associated with the building addition, utility work, parking area, and landscaping, as well as contingency funds, are also included. The architects and 	

	<p>leadership team are working on the Building Aid Application which is due July 1.</p>	
5.	<p>School Administrator’s Report: Kim Wheelock</p> <ul style="list-style-type: none"> • Kim reviewed her report and highlighted updated graduation plans due to the COVID outbreak and informed the board that graduation will be live-streamed. 	
6.	<p>Superintendent’s Report: Debra Taylor</p> <ul style="list-style-type: none"> • Debra reviewed her report and discussed the North Country Scholars presentations that occurred last week where three of our Colebrook students were recognized for their achievements as Valedictorians and Co-Salutatorians. 	
7.	<p>Business Administrator’s Report: Cheryl Covill</p> <ul style="list-style-type: none"> • Cheryl discussed fuel oil and suggested that we wait until fall before locking in pricing in hopes that the prices will fall. She also reviewed a general budget projection. Cheryl noted that Carol Bouchard will serve as bus coordinator for Colebrook next year. She provided an overview of summer facility work. 	
8.	<p>Unfinished Business:</p> <ul style="list-style-type: none"> • Building Expansion Design Plan <ul style="list-style-type: none"> ○ The school board discussed that the proposal was the unanimous recommendation of the Colebrook School Board Building Expansion Committee and includes plans for the expansion and renovation of Colebrook Academy and Elementary School. The Board also discussed that this action was required at this time to meet the schedule for completing the building aid application for the NH DOE which was due on June 30, 2022. The Board noted that the Building project includes required renovation and building expansion to accommodate the projected student population and various elementary and secondary education programs for our students. The Board also reviewed information from the NH Municipal Bond Bank calculations for the bond. Following further review and discussion of the proposal, the board acted to formally approve moving forward with the plans with the following motion. <p><u>D. Greene/C. Hamelin:</u> Motion that the Colebrook School Board approve the recommendation of the Colebrook Building Committee to proceed with the development of plans for the renovation and expansion of the Colebrook Academy and Elementary School at an estimated cost of 17 million dollars and the district to submit an application to the State Department of Education for building aid to support the project; and, further, to authorize the administration to pursue any and all federal, state, or private gifts or grants to support the project; and, further, to task the administration with the development of plans for the submission of a warrant article to raise the funds needed for the project to be presented to voters at the March 2023 Annual School District Meeting in Colebrook, with said submission of the warrant article to be contingent upon the district receiving notification that its application for building aid has been granted.</p>	<p>Vote: Motion Carried</p>

9.	<p>New Business:</p> <ul style="list-style-type: none"> • North Point CTE Agreement <p><u>N. Lebel/D. Greene:</u> Motion to approve the Region I North Point Career and Technical Center Agreement, July 2022 through July 2026.</p> <ul style="list-style-type: none"> • Private Expendable Trust Fund <p><u>D. Greene/R. Murphy:</u> Motion to establish a Private Expendable Trust for the purpose of helping to fund the design, engineering, and construction costs of renovating, expanding, and equipping additions and renovations to the Colebrook Academy and Elementary School and name the school board as an agent to expend the trust.</p> <ul style="list-style-type: none"> • Food Service Program and Costs <p><u>D. Greene/N. Lebel:</u> Motion to maintain the 2021-22 foodservice student meal costs in 22-23 and increase the adult prices as recommended.</p> <ul style="list-style-type: none"> • Retention Funds <ul style="list-style-type: none"> ○ Action on this item was deferred to the August meeting. • Student Activities <ul style="list-style-type: none"> ○ This report was deferred to the next meeting. • Facility Access Emergency Entry <p><u>N. Lebel/T. Stevens:</u> Motion to provide facility access for emergencies to Border Patrol and State Police.</p> <ul style="list-style-type: none"> • Coaching Appointment <p><u>N. Lebel/D. Greene:</u> Motion to appoint Bryan Griffin as Asst. Boys Varsity Soccer Coach for the 22-23 School Year.</p>	<p>Vote: Motion Carried</p> <p>Vote: Motion Carried</p> <p>Vote: Motion Carried</p> <p>Vote: Motion Carried</p> <p>Vote: Motion Carried</p> <p>Vote: Motion Carried</p>
10.	Other Business: None	
11.	Information: None	
12.	<p>Non-Public Session:</p> <ul style="list-style-type: none"> • RSA 91-A:3, II(d) <p><u>R. Murphy/D. Greene:</u> Motion to enter the Non-public session at 8:10 pm. The roll call vote was unanimous.</p>	<p>Vote: Motion Carried</p>

	<u>D. Greene/R. Murphy</u> : Motion to return to the public session at 8:17 pm. The roll call vote was unanimous.	Vote: Motion Carried
	<u>N. Lebel/C. Hamelin</u> : Motion to refuse the counteroffer on real estate property and to withdraw all previous offers with an understanding that future discussions may occur concerning the property.	Vote: Motion Carried
13.	Meetings: <ul style="list-style-type: none"> • Colebrook School Board Meeting: Tuesday, June 21, 2022 @ 6:00 pm – CAES library 	
14.	Adjournment: <u>T. Stevens/C. Hamelin</u> : Motion to adjourn the meeting at 8:18 pm.	Vote: Motion Carried

Respectfully Submitted,
Debra J. Taylor
Superintendent

Adopted 06/21/2022