

Columbia School Board Meeting Minutes							
Date		10/07/2020					
Time		5:30 p.m.					
Location		Columbia Town Hall					
Chairperson		Christopher Brady					
School Board Members			Principal			SAU Members	
E	Chris Brady	P	Carrie Klebe	P	Kim Wheelock	P	Debra Taylor
P	Stacey Campbell					P	Cheryl Covill

Roll Call: Vice Chairman Stacey Campbell called the meeting to order at 5:30 pm.

Agenda Adjustments: None

Hearing of the Public: None

Reading of the Minutes:

S. Campbell / C. Klebe: Motion to approve the minutes of September 2, 2020 as presented.

VOTE: MOTION CARRIES

Special Reports: None

School Administrator's Report: Kim Wheelock

- See attached report

Superintendent's Report: Debra Taylor

- See attached report
- No active COVID cases currently in SAU #7
- Teachers and administrators are growing accustomed to the new routines. Masks have been donated by Kiwanis and we have received a few orders from the State of New Hampshire.
- School Fund
 - The NH School Funding Fairness Project is hosting a set of regional public forums. The forums will seek to foster a greater understanding of the way in which public schools are funded in New Hampshire. Public comments will be heard.
- Website
 - The new website for SAU #7 will be live by mid-October. Features of the new website include many student photos, accessible policy and board meeting information.
- Local and State Assessments
 - This fall the SAS interim assessment for Math and ELA are required for all 4th thru 8th grade students.
 - Test will be administered in October
- Professional Development Training
 - Staff will be participating in professional development activities the 5th and 6th of October. All staff will be required to participating in a 2-hour Suicide Awareness training.
 - Teachers will be working with CANVAS (new platform for remote learning)

Business Administrator's Report: Cheryl Covill

- Distributed Budget Analysis for the 2020 – 2021 school year
- Estimated balance on hand based on current student enrollment \$345,000
- Student projection in March was 65 students. Currently enrollment numbers are 55 students.
- Unassigned fund balance June 30, 2020 - \$338,910 an increase of \$53,910 over the projected fund balance in March 2020 as applied to the 2020-2021 school year.
- Distributed a copy of the opening day enrollment data which trends over 5 years. Enrollment SAU wide is down 45 students (this excludes preschool)
- Distributed pupil enrollment count by grade

Unfinished Business: None**New Business:**

- Discussion on Budget 2021-2022
 - Budget process is underway at the schools
 - Timeline has been set for all budget proposals submitted to the SAU office by October 28th.
- Items for discussion:
 - Transportation contract expires June 30, 2021
 - Discuss bid options and number of years
- Trust Fund – current balance with this year's contribution is \$268,465
- Add \$25,000 to initial budget
- SAU #7 Technology Committee Representative
 - Technology meeting will be held October 13, 2020 at 5:30pm at the Colebrook School Library

Information:

- Connecticut River Collaborative Committee Update
 - Meeting held on October 1, 2020
 - Focus on update of projects in the works
 - Committee has contracted with a financial firm
 - Contracted with a New Hampshire and a Vermont attorney to review the Governance articles in the Interstate Compact – Jim O'Shaughnessy in NH and Paul Giuliani in Vermont
- Website has been created to provide history of the committee and work of the committee
- Guidance Counselors have been working on a high school schedule including expanding CTE programs
- Next meeting is November 5, 2020

Other Business: None**Next Meeting Date:**

- Columbia School Board Meeting: Wednesday, November 4, 2020 @ 5:30 pm
- SAU #7 Board Meeting: Thursday, November 12, 2020 @6:00 pm – Columbia Town Hall

Adjournment:

S. Campbell / C. Klebe: Motion to adjourn the meeting at 6:22 pm.

VOTE: MOTION CARRIES

Respectively submitted,
Cheryl Covill
Business Administrator

Adopted 11/04/2020

Colebrook Academy & Elementary School



Principal's Report

Kim Wheelock

Board Meeting, November 4, 2020

Principal Activities

- SEL Meeting
- Admin Team meeting
- Meeting with IT
- Meeting with Superintendent
- Sub (English/nurse and duty coverages)
- School walk-throughs
- Investigations
- Budget meeting
- Interim State Testing
- Budget work
- Remote Learning
- Parent calls
- IEP Meetings
- Staff Meetings
- Playoff game in Gorham
- Safety Meeting
- Zoom Meetings with teacher classes
- Gear up Meeting
- Grant Meeting

Academics

- Students transitioned to remote learning; materials were picked up on Monday, Nov. 2nd
- Student Chromebooks for the elementary students should be in this week.

Extra Curricular

- Boys won their playoff game against Gorham; due to Covid-19 we withdrew from tournament.
- Student Council sponsored the pumpkin decorating competition.

Student Enrollment

- Pre K - 7
- K – 18
- 1 – 20
- 2 – 25
- 3 – 21
- 4 – 20 - New registration packet requested (not in count)
- 5 – 20 - New registration packet requested (not in count)
- 6 – 14 - New registration packet requested (not in count)
- 7 – 29 - New registration packet requested (not in count)
- 8 – 20 – New 8th grader starting (in count); New registration packet requested (not in count)
- 9th – 26 – One student went remote on 10/22 for behavior reasons;
One student went home-school 10/28 for medical reasons
- 10th – 30– New 10th grader pending guardianship (not in count)
- 11th - 21
- 12th – 21

Curriculum, Instruction, and Assessment

- Local assessments have been completed.
- The NH DOE state interim assessment was partially completed before remote instruction; we have writing to do with 4th and 5th and then make-ups for students who were absent. I contacted Michelle Gauthier at the state and was told to just finish when we can.
 - Grade 4 completed reading and math – missing writing
 - Grade 5 completed reading and math – missing writing
 - Grade 6 completed reading, math, and writing
 - Grade 7 completed reading, math, and writing
 - Grade 8 completed reading, math, and writing



Superintendent's Report

November 2020

Pittsburg School Board Update

Our first snow - October 17, 2020

Connecticut River Valley Planning Committee

The next meeting will be held on Thursday, November 5 at 6:00 pm. Meeting topics will include updates via subcommittees including governance, facility, and finance. While this meeting will be virtual, the hope is that the December meeting will be held in person. Meeting information may be found on the committee website. www.connecticutrivercollaborative.org

New Websites!

The new websites for all schools and SAU 7 are now completed.

Website highlights include -

- Updated information for parents and community
- School calendar
- Updated teacher webpages
- Links for students and parents for grades and google classroom
- School Board Agendas and Minutes
- School Board Policies
- Robust Search Engine

The new websites are now live and may be found at the following links:

[SAU # 7](#)

[Colebrook](#)

[Pittsburg](#)

[Stewartstown](#)

Thanks to our school principals, librarians, and administrative assistants for developing the new school websites. Special thanks to Justin Falconer, IT Director and Tori Smart, SAU Administrative Assistant for coordination and training as well as work on the SAU websites!

Curriculum Instruction and Assessment

SAU #7 (Colebrook, Pittsburg and Stewartstown School Districts) and ENSU (Canaan Schools, NEK Choice, and Unified Towns and Gores) intend to scale and deepen their implementation of personalized learning, using integrated technology tools and a competency-based learning approach. We acknowledge that the best path

forward in this effort is through a collaborative effort. Building upon the existing collaborative committee of educators representing our three regional high schools and recognizing that many of our high school students attend classes in one another's schools, we have embarked upon a collaborative curriculum, instruction, and assessment effort.

Previously, at the August SAU 7 board meeting, we received approval for the appointment of a shared curriculum director to provide leadership for our schools. Unfortunately, due to the timing of this position opening, so far, we have been unsuccessful in recruiting for the shared position.

Undaunted, we began to pursue other avenues to rekindle the professional development and curriculum work in our region. First, we have instituted the curriculum committee, which is scheduled to meet monthly after school beginning in November. Second, we developed a plan to provide ongoing opportunities for professional development and curriculum development for all teachers in our region over the course of the 20-21 school year. Staff from all schools in SAU7 and ENSU will be engaged in remote meetings on multiple days utilizing various resources highlighted in *Breaking with Tradition: The Shift to Competency-Based Learning* and other resources as necessary to support our progress. We plan to engage consultants to facilitate this work.

More information will be forthcoming at our upcoming SAU 7 School Board Meeting on November 12 along with an update on progress toward my Superintendent Entry Plan.

Substitute Teachers

We are making slow but steady progress on recruiting substitute teachers for our schools. We have employed some additional substitutes; however, we are still experiencing a severe staffing shortage in this area which may affect our ability to continue in person instruction should health conditions in our area change. Remember to refer candidates for substitute teaching to me. I would be pleased to speak with them. While a teaching degree for a substitute teacher is preferred, we are able to employ individuals with high school diplomas, provided they meet our criteria including a successful criminal background check in advance of the initiation of their employment.

Communications During These Challenging Times

One thing is for certain, one can never communicate enough! During these challenging times, we are often bombarded with information from several different sources - some accurate and some false. For example, rumors of positive COVID cases abound.

We continue to follow our safe and healthy protocols which are being observed by staff and students. Thanks to all for the hard work and dedication and dedication to keeping our students safe.

Please remember that first and foremost, we only communicate information about the effect of COVID - 19 on our schools through official channels to our School Boards, staff, parents, and students. We also must honor confidentiality requirements for schools and staff in that we cannot personally identify individuals who may have tested positive or are quarantining.

If you become aware of inaccurate information from another source that relates to school operations, please refer the information to me.

Meanwhile, we continue to communicate internally to ensure consistency and support through biweekly SAU office and leadership team meetings, weekly school visits and regular email and phone communications. We expect that our updated website will also provide ease of access to information for all.

The second Parent Forum on COVID -19 was held on Tuesday, October 27 at 5:30 pm. This virtual meeting was attended by over 50 parents and community members and was co-led by the Superintendent and School Health Coordinator and Colebrook Nurse Devon Phillips.