

**Colebrook School Board
Meeting Minutes**

Date	08/7/18
Time	7:00 pm.
Location	Colebrook Elementary School Library
Chairperson	Brian LaPerle

Attendance

Attendance Legend: **P** - Present **E** - Excused Absence **A**- Absent

School Board Members		Principals		SAU Members			
P	John Falconer	P	David Thatcher	P	Mark Fiorentino	P	Bruce Beasley
E	Craig Hamelin	P	Deb Greene	P	Dan Gorham	P	Cheryl Covill
P	Brian LaPerle	E	David Gales				
P	Michael Pearson						

Public in Attendance:

Minutes

Item	Subject	Action
1.	The meeting was called to order at 7:00 pm	
2.	Agenda Adjustments: <ul style="list-style-type: none"> • Add to New Business <ul style="list-style-type: none"> ○ Take action on the request on the table saw that is in storage. ○ Declare a local shortage if necessary for Elementary Science. 	
3.	Hearing of the Public: <ul style="list-style-type: none"> • None 	
4.	Reading of the Minutes: Corrections on July 10, 2018 minutes: Item 7: Superintendent's Report <ul style="list-style-type: none"> ○ Bullet #3 SAU meeting set for August 9th at the Pittsburg school and Mr. Phillips will be there to do a presentation on School Board roles and responsibilities. Item 11: Building Committee <ul style="list-style-type: none"> ○ Bullet #3 Re-look at the motion made on the floor at the March meeting. 	

	<p>Item 16: Technology Committee Report</p> <ul style="list-style-type: none"> ○ Bullet #1 Changed meet to met recently and spoke about the Emergency Plan. <p>Item 17: Regional Committee Report</p> <ul style="list-style-type: none"> ○ Bullet #1 Changed meet to met recently and went through the Code of Ethics. <ul style="list-style-type: none"> ● Item 21: New Business – Staffing <ul style="list-style-type: none"> ○ Bullet #3 Changed resignation of Karen Slater to Sarah Slater. <p><u>J. Falconer / D. Thatcher</u> made a motion to approve the minutes of July 10, 2018 with the corrections listed above</p>	Vote: Unanimous
5.	<p>Special Reports:</p> <ul style="list-style-type: none"> ● None 	
6.	<p>School Administrator(s) Reports: <u>Colebrook Elementary:</u> D. Gorham</p> <ul style="list-style-type: none"> ● D. Gorham recently attended the ALICE Instructor Certification training in Vermont. <ul style="list-style-type: none"> ○ D. Gorham will now be able to help M. Fiorentino teach this to faculty and staff if that the direction they would like to go. ○ D. Gorham support M. Fiorentino efforts to change policy in how to react to intruder drills. ○ The statistics and data support efforts of fleeing and barricading to save lives. ○ D. Gorham thinks this is a discussion that should be shared at a Safety meeting and discussed at some point. ○ D. Gorham will be enclosing a link for school guard which is a program to purchase that provides an app that would be available to all staff members ○ The link to look at – School Guard App ● D. Gorham also attended a very productive Reading Street in-service in Pittsburg with several staff members. <ul style="list-style-type: none"> ○ They were able to find ways to delve deeper into the school wide reading program. ○ D. Gorham intends to provide professional development to the remainder of the teachers during the school year. ● D. Gorham enclosed a copy of the most recent Smarter Balanced test scores for 2018. <ul style="list-style-type: none"> ○ The Smarter Balanced shows the scores for each grade. ○ D. Gorham however has not been able to find the state average for each grade. ○ The second report shows the comparison for each 	

	<p>grade and year they have taken the exam.</p> <ul style="list-style-type: none"> ○ D. Gorham has not seen the Science results, but will share them when he receives them. <ul style="list-style-type: none"> ● Some of the staff have been doing summer camps through Special Ed and Title I. <ul style="list-style-type: none"> ○ They have been working hard to meet the students academic needs while providing year round support. ● The schools are looking good. <ul style="list-style-type: none"> ○ The custodians and the painters have been working hard. ○ There are still several sections to do but all is coming along nicely. <p><u>Colebrook Academy</u>: M. Fiorentino</p> <ul style="list-style-type: none"> ● Student Handbook <ul style="list-style-type: none"> ○ Removed bulky wording for start time. ○ Provided a copy for the board for review. ● AP Class Training <ul style="list-style-type: none"> ○ 4 teachers attended the week long training in Vermont to teach Advanced Placement Courses. ○ Teachers whom attended were Michelle Johnson – Art, Bill Stebbins & Adam Reeves – English, and Nick Hurley – Calculus. ○ Bill Stebbins will teach an AP English course this year. ● Staffing <ul style="list-style-type: none"> ○ Science position discussions have been held between the administration positional assignments. ○ The nominee for FACS rejected the offer for employment. ○ The position was re-posted and Interviews for the position were held on August 2, 2018. ● Building <ul style="list-style-type: none"> ○ Painting in the Tech. Ed building wood shop has come out very nicely. ○ Custodians continue to get the building ready ○ Elaine Castine has done some pruning to some of the overgrown areas, which enhances the aesthetics of the property. Good Job. ○ Broken security camera has been looked at and repair work is being scheduled through the SAU. ● MMS Grading System <ul style="list-style-type: none"> ○ The principals, guidance counselors, and some administrative staff from Pittsburg School and CA did a 3 hour training on using the program to schedule students into classes. 	
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	<ul style="list-style-type: none"> ○ M. Fiorentino is concerned that the current program is outdated as there are rollouts of the new software in the works. ○ Even the company is changing from CR MMS to Visions Software which is a web based program. ○ Primarily are operating using an analog system in a digital world. ○ M. Fiorentino will propose a plan with the entire SAU administrative team at the August 14th Admin. Meeting. ● Student Teacher <ul style="list-style-type: none"> ○ Kelby Biron will be doing her student teaching at CA starting this fall. ○ She is a graduate from CA, and she substitutes for the district already. ○ Adam Reeves will be her mentor teacher. <p>Student Council:</p> <ul style="list-style-type: none"> ● None 	
7.	<p>Superintendent's Report: Bruce Beasley</p> <ul style="list-style-type: none"> ● B. Beasley informed everyone there is a NH School Board meeting on Sept. 6, 2018 at Berlin Middle School Auditorium at 6:00 p.m. <ul style="list-style-type: none"> ○ Hear and discuss the current state of education funding and the continued reduction of stabilization funds from the State of NH. ○ Extremely important issue facing schools and communities throughout the state many of which are within our region. ○ Presenters will be Executive Councilor Andru Volinsky and Attorney John Tobin. ○ All the school districts must equally provide an adequate education as defined by the NH Dept. of Education, however sustaining local funding based on property wealth is nearly impossible. ● The administration is still busy with interviews and filling vacant positions. <ul style="list-style-type: none"> ○ Mark, Dan and other administrators continue to hold interviews with candidates as applications arrive for all vacancies. ● B. Beasley has been in and out of the local schools a number of times over the summer and wants to commend the custodial staff for all of their hard work this summer. <ul style="list-style-type: none"> ○ Their efforts do not go unnoticed by visitors and staff. ● B. Beasley will report on the Collaborative Committee during 	

	<p>the discussion portion of the agenda.</p> <ul style="list-style-type: none"> ○ B. Beasley wanted to inform everyone there will be a meeting on August 2nd. ○ Carole Martin has sent out the agenda for the upcoming meeting. ○ Look like there may be two specific small groups. ○ Group 1 will target facilities and transportation. ○ Group 2 will tackle more curriculum and opportunities. <ul style="list-style-type: none"> ● The summer has been filled with workshops and trainings for staff. <ul style="list-style-type: none"> ○ At the end of the school year the staff spent time with Karin Hess working on developing assessments that targeted key learning objectives. ○ Karin was very organized and did a nice job of engaging the staff in this process. ○ B. Beasley received positive feedback from staff following the training. ● Several important upcoming dates to remember. <ul style="list-style-type: none"> ○ 8/9 SAU 7 Summer Meeting (Pittsburg) 6:00 p.m. with Mr. Phillips. ○ 8/27 First day for staff ○ 8/28 First day for students ○ 8/31 No school 	
8.	<p>Business Administrator's Report: Cheryl Covill</p> <ul style="list-style-type: none"> ● C. Covill mentioned that Computer bids may have gone to Clint Brooks email. ● Playground should be inspected, few items are wearing. <ul style="list-style-type: none"> ○ This will have to be on next year budget. ● There are 3 trees at the SAU office that need to be removed. ● Senate Bill 247 was signed by the Governor. <ul style="list-style-type: none"> ○ July 1, 2019 is the effective date for lead water testing. ○ Every fountain within the schools will need to be tested. ● C. Covill met with 2 vendors who expressed interest in the security cameras and keyless entry system as well as 2 vendors interested in the telecommunication system. <ul style="list-style-type: none"> ○ C. Covill gave each party a tour of all schools. ● C. Covill has received bids for Window Film, Security Cameras, and Keyless Door System and hopefully with have Telecommunications bids by Friday August 3rd. ● C. Covill will prepare a matrix of cost comparison for distribution at the board meeting. ● C. Covill has a few computer bids to discuss. 	

	<ul style="list-style-type: none"> ○ C. Covill will have C. Paquette prepare a matrix for cost comparison. <u>J. Falconer / D. Greene made a motion to authorize C. Covill and B. Beasley to accept the computer bids.</u> ● Architectural Drawings <ul style="list-style-type: none"> ○ Board feedback was submitted to Mike Couture on July 17th. ○ C. Covill waiting for his scope and description of the project in order to submit the RFP to potential bidders. ● Grants <ul style="list-style-type: none"> ○ Allocations are now available for Title I, Title II, and IDEA projects. ○ Each districts has received a reduction in Title I and Title II from the preliminary allocation, which could affect our programs in the future due to a potential decrease in staffing salaries. ○ This puts us at 36 grants in various stages. ● Facilities <ul style="list-style-type: none"> ○ Custodial staff is doing a great job getting the buildings ready for the start of the new school year. ○ These facilities are used extensively during the summer with trainings, contractors and several summer school programs, which can prove challenging in keeping the hallways clear and staying on schedule with cleaning. ○ Carpentry work will extend into the school year due to carpenters with busy schedules ● SAU Staff <ul style="list-style-type: none"> ○ Lise Marcotte has filled the p/t Payroll/HR position. ○ She began work on July 16th. ● Colebrook <ul style="list-style-type: none"> ○ Discuss potential areas of over expenditure. ○ C. Covill passed out budget worksheet to the board and went over different items. ○ C. Covill provide the minutes from the Colebrook Annual District Meeting. 	Vote: Unanimous
9.	NH School Board Association Business: John Falconer <ul style="list-style-type: none"> ● Spoke on different workshops coming up. 	
10.	Co-Curricular Committee Report: Brian LaPerle <ul style="list-style-type: none"> ● None 	
11.	Building Committee: Craig Hamelin	

	<ul style="list-style-type: none"> • Waiting for feedback from Michael Couture. 	
12.	Policy Committee Report: Deb Greene <ul style="list-style-type: none"> • Need to reschedule the meeting. 	
13.	Support Staff Committee Report: Michael Pearson <ul style="list-style-type: none"> • None 	
14.	Negotiations Committee Report: John Falconer <ul style="list-style-type: none"> • None 	
15.	Curriculum Committee Report: David Gales <ul style="list-style-type: none"> • None 	
16.	Technology Committee Report: David Gales <ul style="list-style-type: none"> • None 	
17.	Regional Committee Report: Brian LaPerle <ul style="list-style-type: none"> • Small group met • Sub-committee met a few times • Discussion on the Code of Ethics. • Addressed some internal disruption when the committee learned that some members from Pittsburg, Canaan Clarksville and Stewartstown met without the knowledge of the committee as a whole. • Not sure if D. Gales will be able to set in for B. Laperle. <ul style="list-style-type: none"> ○ D. Gales would be just a listener and will not be able to participate in the meeting. 	
18.	Colebrook Academy Committee: John Falconer <ul style="list-style-type: none"> • To be put on the agenda for Sept. 18th meeting • Jonathan Frizzell will be making a presentation. • Others members from Committee are – B. Mills, J. Frizzell, G. Placy, and A. Patterson • Meeting of the public 	
19.	Unfinished Business: <ul style="list-style-type: none"> • Cook Shack Agreement <ul style="list-style-type: none"> ○ Meet with J. Keazer and B. Trask on Sept. 18 at 6 p.m. ○ Have J. Frizzell present to go over the agreement. • Sections “F” & “G” Policies <ul style="list-style-type: none"> ○ GBEBB – Section #12 – back to the committee <p><u>D. Greene / D. Thatcher</u> made a motion to accept all the “F” policies and all the “G” policies listed on Item 19 of July 10th minutes except GBEBB.</p>	Vote: Unanimous

20.	<p>New Business:</p> <ul style="list-style-type: none"> • Staffing Updates <ul style="list-style-type: none"> ○ Resignation letter from Elysia Korbet. ○ Hire Jennifer Brault as Family Consumer Science <p><u>J. Falconer / D. Greene</u> made a motion to hire Jennifer Brault as Family Consumer Science teacher at CA.</p> <ul style="list-style-type: none"> ○ Hire Catie Parker for Health/PhyEd <p><u>D. Greene / J. Falconer</u> made a motion to hire Catie Parker for Health/PhyEd pending approval from Dept. of Education.</p> <ul style="list-style-type: none"> • Science Vacancy – Interviewing Candidates <p><u>J. Falconer / D. Thatcher</u> made a motion to give permission to the Superintendent to fill the Science Vacancy until after the school year starts.</p> <ul style="list-style-type: none"> • Declare a local Shortage <p><u>J. Falconer / D. Thatcher</u> made a motion to hire an Elementary Science teacher if necessary.</p> <ul style="list-style-type: none"> ○ Resignation from Rick Siewierski – Coach Softball Girls. ○ Resignation from Ryan Patterson – Coach for Jr. High Boys Soccer. <ul style="list-style-type: none"> • Gear Up update <ul style="list-style-type: none"> ○ B. Beasley attended the convention in Washington DC on July 11. • Bid – General Supplies <ul style="list-style-type: none"> ○ C. Covill received bids from WB Mason and School Specialty Paper. ○ Toner budget increased ○ C. Covill provided the board with a summary of the bids. <p><u>J. Falconer / B. LaPerle</u> made a motion to award the General Supplies bid to WB Mason.</p> <ul style="list-style-type: none"> • Bids for Surveillance / Security Cameras, Window Film, Keyless entry, Telephone system, and Technology <ul style="list-style-type: none"> ○ C. Covill is looking over the data, wide range on pricing. • Sale of Table Saw <ul style="list-style-type: none"> ○ M. Fiorentino gave the board a price of \$100 for the table saw that has been in storage. <p><u>J. Falconer / D. Greene</u> made a motion to sell the table saw to M. Fiorentino for the price of \$100.</p>	<p>Vote: Unanimous</p> <p>Vote: Unanimous</p> <p>Vote: Unanimous</p> <p>Vote: Unanimous</p> <p>Vote: Unanimous</p> <p>Vote: Unanimous</p>
21.	<p>Other Business:</p> <p><u>D. Thatcher / D. Greene</u> made a motion to enter into Non-Public session per RSA 91-A:3(c) – Student matter at 8:46 p.m.</p>	<p>Vote: Unanimous</p>

Respectfully Submitted
Dorothy Uran
CSB Recording Clerk