

# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, October 15, 2024  
7:00 p.m.

## MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, October 15, 2024, in the Colchester High School Media Center. Board members in attendance were Board Chair Lindsey Cox, Directors Nic Longo, Ben Yousey-Hindes, Laurie Kigonya and Student Board Member Rylee Friend. District administrators and employees in attendance included Superintendent Amy Minor, Business and Operations Manager George Trieb, Director of Curriculum and Instruction Gwen Carmolli and Director of Student Support Services Carrie Lutz. There was one audience member.

### I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

### II. Citizen Participation

Doug Bishop from Oak Circle posed a question in advance of an agenda item. Considering the upcoming legislative session, he asked how the school board accommodates the fluid nature of decisions made in Montpelier as they are building the annual operational budget. Board Chair Cox thanked him for his question and said they will address it during the corresponding agenda item.

### III. Hear Update on District facilities Renovation Bond Proposal

**Information**

A bond for \$115 million to renovate and expand school facilities is on the November 5 ballot. The bond will fund various infrastructure, safety, and learning space improvements at all five schools in the district. Most of the funds will go towards Porters Point School, Union Memorial School, and Colchester Middle School with smaller projects at Malletts Bay School and Colchester High School. Administrators, board members, and architects have given formal presentations at previous board meetings and dedicated community meetings with Q&A sessions that covered the needs and scope of the proposal. Superintendent Amy Minor provided an update on the communication efforts underway to inform the community of the proposed bond. There is a dedicated website ([csdbond.org](http://csdbond.org)) with an FAQ section that is regularly updated based on questions asked by the community. An informational postcard with details of the website and dates for community presentations and public building tours was mailed to all households in Colchester in September. An 8-page booklet giving an overview of the facility needs and proposed floor plans was delivered to all households in early October. Administrators and school board members have attended open houses, faculty meetings, and the town-wide autumn market. There is one more public presentation and Q&A scheduled for Tuesday, October 29 at 7 pm in the CHS Performing Arts Center

### IV. Hear Quarterly Financial Update

**Information**

Business and Operations Manager George Trieb gave the first quarterly financial update for the FY'25 school year. Revenue and expenditures are tracking mostly as expected. He noted that if the current spending trend were to continue, the district could expect a slight surplus of \$1,772.

**V. Second and Final Reading of Continuous Improvement Plan Policy: G8** **Information**

This policy was reviewed as part of the annual cycle. There is a federal requirement for schools to have a policy related to continuous improvement plans. There was one change to the draft to be more specific that the policy only pertains to CSD schools.

*Director Kigonya moved to approve the second and final reading of the Continuous Improvement Plan Policy: G8. The motion passed unanimously.*

**VI. Hear FY26 Budget Timeline** **Information**

Superintendent Amy Minor and Business and Operations Manager George Tribe gave an overview of the timeline for developing the FY26 budget. They emphasized that this timeline serves as a blueprint for initial planning. They acknowledged the ongoing developments at the state level that could impact decisions at the local level. The board's final decision to when the budget will ideally occur by January 21 to allow sufficient time for preparing, printing, and mailing informational materials to residents ahead of Town Meeting Day. Superintendent Minor noted that the budget cycle for FY25 was one of the most unpredictable in recent years. The board adapted by being flexible and understanding that information may change frequently and were willing to add extra meetings to stay current. Mr. Tribe echoed those statements and added that while the budget is voted on in March, final numbers aren't solidified at the state level until May. The process remains fluid throughout and there are a lot of variables. Board Chair Lindsey Cox stated the goal is to provide a quality education while maintaining programs and services, with most of the budget dedicated to staffing, benefits, and transportation, some of which are beyond the board's control. She concurred that the board will continue to be adaptable to accommodate evolving information.

**VII. Approval of Consent Agenda** **Action**

The board reviewed the following consent agenda.

**Licensed Employees (Teacher/Administrator)**

| Contract Type | First Name | Last Name | Category | Position | FTE/Hours | Building | Agenda Information | Person Replacing | Budgeted | Admin Support |
|---------------|------------|-----------|----------|----------|-----------|----------|--------------------|------------------|----------|---------------|
|               |            |           |          |          |           |          |                    |                  |          |               |
|               |            |           |          |          |           |          |                    |                  |          |               |

**Non-Licensed Employees (Support Staff), Board Approval Required**

| Contract Type | First Name | Last Name | Category         | Position                 | FTE/Hours | Building | Agenda Information                             | Person Replacing | Budgeted | Admin Support |
|---------------|------------|-----------|------------------|--------------------------|-----------|----------|--|------------------|----------|---------------|
| Support Staff | Malcolm    | Huesman   | Leave of Absence | Behavior Interventionist | 35.0      | CHS      | Request for unpaid LOA Jan 1 - end of 24/25 SY |                  |          |               |
|               |            |           |                  |                          |           |          |  |                  |          |               |

**Non-Licensed Employees (Support Staff), Informational**

| Contract Type | First Name | Last Name | Category    | Position          | FTE/Hours | Building      | Agenda Information    | Person Replacing | Budgeted | Admin Support |
|---------------|------------|-----------|-------------|-------------------|-----------|---------------|-----------------------|------------------|----------|---------------|
| Handbook      | Adalia     | Williams  | New Hire    | Tech Specialist I | 40.0      | District Wide | Notice of Hire        | William Bouffard | Yes      | Yes           |
| Support Staff | Michael    | Holbrook  | New Hire    | Maintenance       | 40.0      | District Wide | Notice of Hire        | Bryan Tandy      | Yes      | Yes           |
| Support Staff | Kylie      | Lussier   | New Hire    | Paraeducator      | 32.5      | PPS           | Notice of Hire        | Shauna Knapp     | Yes      | Yes           |
| Support Staff | Jade       | Frechette | New Hire    | Paraeducator      | 32.5      | UMS           | Notice of Hire        | Caitlin Beaupre  | Yes      | Yes           |
| Support Staff | Amelia     | Adams     | Resignation | Paraeducator      | 32.5      | MBS           | Notice of Resignation |                  |          |               |
| Support Staff | Kendra     | Renz      | Resignation | Paraeducator      | 32.5      | PPS           | Notice of Resignation |                  |          |               |
|               |            |           |             |                   |           |               |                       |                  |          |               |

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There was a personnel item on the agenda that the board requested to discuss further in executive session. The motion was held until after that discussion.

**VIII. Approval of Meeting Minutes Action**  
• **October 1, 2024**

*Director Yousey-Hindes moved to approve the minutes from the meeting held on October 1, 2024. The motion passed unanimously.*

**IX. Board/Administration Communication, Correspondence, Committee Reports Information**

- CHS got preliminary positive feedback from the recent NEASC visit. They are looking forward to reviewing the full report when completed.
- A video of CHS seniors who registered to vote on November 5 was shown. The students shared what it means to vote for the first time and why voting is important.

**X. Future Agenda Items Information**

- Facilities Bond Project Update
- School Reports
- Policy Work

**XI. Executive Session to Discuss a Personnel Matter and a Student Matter Action**

*Director Longo moved to enter executive session at 7:30 p.m. to discuss a personnel matter and a student matter. The motion passed unanimously.*

*Director Kigonya moved to exit executive session at 7:46 p.m. The motion passed unanimously.*

*Director Yousey-Hindes moved to approve the personnel consent agenda as provided. The motion passed unanimously.*

**XII. Adjournment**

*Director Longo moved to adjourn the meeting at 7:47 p.m.*

Recorder:

Board Clerk:

\_\_\_\_\_  
Meghan Baule  
Recording Secretary

\_\_\_\_\_  
Ben Yousey-Hindes  
Board Clerk