

Colchester School Board

Meeting Agenda and Packet

June 17, 2025

**Colchester School District  
Board of Education Meeting Agenda  
June 17, 2025 - 7:00 P.M.  
Colchester High School Library**

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**Agenda**

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|--------------|---|--------------------|
| <b>I.</b>    | <b>Call to Order</b>  |                    |
| <b>II.</b>   | <b>Citizen Participation*</b>   |                    |
| <b>III.</b>  | <b>Approval of General Contractor List Based on Pre-approved Criteria</b>         | <b>Action</b>      |
| <b>IV.</b>   | <b>Second and Final Reading of CSD Policy Manual Reorganization</b>               | <b>Action</b>      |
| <b>V.</b>    | <b>Approval of Contract Agreement with Colchester Education Association (CEA)</b> | <b>Action</b>      |
| <b>VI.</b>   | <b>Approval of Consent Agenda</b>   | <b>Action</b>      |
| <b>VII.</b>  | <b>Approval of Meeting Minutes</b><br>• June 3, 2025                              | <b>Action</b>      |
| <b>VIII.</b> | <b>Board/Administration Communication, Correspondence, Committee Reports</b>      | <b>Information</b> |
| <b>IX.</b>   | <b>Future Agenda Items</b>  | <b>Information</b> |
| <b>X.</b>    | <b>Executive Session to Discuss the Superintendent's Evaluation</b>               | <b>Action</b>      |
| <b>XI.</b>   | <b>Adjournment</b>  |                    |

**\*Meeting Participation and Viewing Options**

Meetings are open to the public unless warned otherwise. Colchester citizens have an opportunity to speak or comment on any items listed on the agenda. For topics not listed on the agenda, public comment can be made during the Citizen's Participation agenda item. Please review the Public Comment Rules listed at [www.csdt.org/schoolboard](http://www.csdt.org/schoolboard) prior to the meeting. If not attending in person, citizens may also participate in the meeting by emailing a prerecorded message to [schoolboard@colchesters.org](mailto:schoolboard@colchesters.org) with "Citizens Participation" listed in the subject line. It must be received by noon on the day of the meeting, include your full name and phone number, and follow the Public Comment Rules. LCATV will provide live stream coverage via: [www.lcatv.org/live-stream-3](http://www.lcatv.org/live-stream-3).



# Colchester School District

Administrative Offices, 59 Rathe Road, PO Box 27, Colchester, Vermont 05446

Phone: (802) 264-5999 • [www.csdvt.org](http://www.csdvt.org) • Fax: (802) 318-4669

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April 17, 2025

George A. Trieb, Jr.  
Colchester School District  
59 Rathe Road  
Colchester, VT 05446

John Hemmelgarn, Senior Architect  
Black River Design  
73 Main Street  
Montpelier, VT 05602

Dear Mr. Hemmelgarn,

On April 15, 2025, the Colchester School Board approved the following set of criteria for the pre-qualification of General Contractors for the renovation and addition projects at Porters Point School and Union Memorial School.

- ✚ Experience in successfully completing competitively bid projects of equivalent size and type.
- ✚ Proven ability to keep past projects within budget.
- ✚ Established capability to keep past projects on schedule.
- ✚ Track record of successful construction projects in the area within the last five years.
- ✚ Knowledge of and experience with location and local subcontractors.
- ✚ Establishment of commitment to this area.
- ✚ Ability to obtain performance and bid bonds.
- ✚ Quality of workmanship and ability to control/encourage quality in the subcontracted work.
- ✚ Record of fairness on change orders after the bid and during the construction phases.
- ✚ History of sound project management, coordination with subcontractors, timely submittal of required documentation, and attention to responding to the concerns of the owner during construction.
- ✚ Established ability to maintain safe working conditions.
- ✚ Proven ability to safely and efficiently work around children and activities.

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**Amy Minor**  
Superintendent  
of Schools

**George Trieb**  
Business & Operations  
Manager

**Carrie Lutz**  
Director of Student  
Support Services

**Gwendolyn Carmolli**  
Director of Curriculum  
& Instruction

- ✚ Sustained ability to close out project after reaching project substantial completion.
- ✚ History of clear and open communication with the Owner's administrative team.
- ✚ Ability and willingness to follow-up on completed projects.
- ✚ Willingness to return to correct warranted items.

I hope this provides you with what you currently need to move forward with the selection of qualified general contractors. Should you need anything further, please do not hesitate to ask.

Sincerely,

George A. Trieb, Jr.  
Chief Financial and Operations Officer  
Colchester School District

### CSD Policy Re-Numbering Proposal, June 2025

Category	CODE	Policy Name	Change
Policy Maintenance	A1	Management of Policies	No Changes
Board Operations	B1	School Board	No Changes
	B2	Code of Ethics for School Board Members	No Changes
Board Procedures	C1	Equity	No Changes
	C2	Nondiscriminatory Mascots and School Branding	No Changes
	C3	Nondiscrimination	No Changes
	C5	Board Relations with School Employees	No Changes
Personnel	D1	Personnel Hiring and Resignations	No Changes
	D2	Substitute Teachers, Volunteers and Work Study Students	No Changes
	D3	Alcohol and Drug-Free Workplace	No Changes
	D4	Reporting Suspected Child Abuse or Neglect	was F10
	D5	Harassment of Employees	No Changes
	D6	Anticipated New TBD	new TBD
	D7	Health Insurance Portability and Accountability Act Compliance	no changes
	D8	Long Term Leaves of Absence Without Pay	was D6
	D9	Public Complaints About Personnel	was D4
Business and Non-Instructional Operations	x	Business and Non-Instructional Operations	x
Finance	E1	Fiscal and Business Management Policy	No Changes
Finance	E2	Travel and Expenses	was E5
Finance	E3	Capitalization of Assets	was E7
Finance	E4	Grant Funding	was E2
Finance	E5	Fund Raising, Solicitation, Advertising, and Surveying in Schools	was H4
Finance	E6	Student Activity Accounts	was E4
Finance	E7	Donations	was E10
Finance	E8	Fraud	was E9

Safety, Security and Technology	E20	Acceptable and Responsible Computer, Network, and Internet Use (AUP)	was E12
Safety, Security and Technology	E21	School Crisis Prevention and Response	was E3
Safety, Security and Technology	E22	Fire and Emergency Preparedness Drills	was E3a
Safety, Security and Technology	E23	Access Control and Visitor Management	was E3b
Safety, Security and Technology	E24	Video Surveillance	was E6
Safety, Security and Technology	E25	CyberSecurity	was E13
Health and Wellness	E30	Student Health	was F8
Health and Wellness	E31	Communicable Disease Mitigation and Bloodborne Pathogens	was F11
Health and Wellness	E32	Wellness Policy	was F34
Health and Wellness	E33	ANTICIPATED NEW* TBD	new TBD
<b>Students</b>	x	<b>Students</b>	x
Safe and Respectful Learning Environment	F1	Student Attendance and Tardiness	was F30
Safe and Respectful Learning Environment	F2	ANTICIPATED NEW* TBD	new TBD
Safe and Respectful Learning Environment	F3	Student Conduct and Discipline	was F1
Safe and Respectful Learning Environment	F4	Student Suspension	was F33
Safe and Respectful Learning Environment	F5	School Search and Seizure	was F4
Safe and Respectful Learning Environment	F6	Threat and Disruptions to School Operations	was F7
Safe and Respectful Learning Environment	F7	ANTICIPATED NEW* Behavior Threat Assessments (BTA)	new
Safe and Respectful Learning Environment	F8	Firearms	new
Safe and Respectful Learning Environment	F9	Weapons	was F24
Safe and Respectful Learning Environment	F10	Hazing Harassment Bullying	was
Safe and Respectful Learning Environment	F11	Prevention of Sexual Harassment as Prohibited by Titl IX	was F37
Safe and Respectful Learning Environment	F12	Alcohol, Tobacco and Other Drug Abuse	was F9
Safe and Respectful Learning Environment	F13	Restrictive Behavioral Intervention	was F35
Enrollment and Access	F20	Admission of Students	was F17
Enrollment and Access	F21	Transportation	was F12
Enrollment and Access	F22	Districtwide Policy on Student Records	was F6
Enrollment and Access	F23	Student Freedom from Expression in School-Sponsored Media	was F36

Enrollment and Access	F24	Grade Advancement: Placement, Retention, Promotion, Acceleration	was G9a
Enrollment and Access	F25	Vocational/Technical Center Programs	was G9
Enrollment and Access	F26	Students who are Experiencing Homelessness	was F18
Enrollment and Access	F27	Multi-Lingual Learners	was F22
Enrollment and Access	F28	American with Disabilities Act: Section 504	was F27
Enrollment and Access	F29	Special Education	was G2
Enrollment and Access	F30	Participation of Home Study Students in School Programs & Activities	was F26
<b>Curriculum, Instruction and Assessment</b>	G1	Instruction	no changes
	G1a	Homework Policy and Procedures	no changes
	G1b	Pilot Projects	was G11
	G2	Tiered Systems of Supports Educational Support System	was G7
	G3	Graduation Requirements	was F5
	G4	Animal Dissection	was G4
	G5	School Sponsored Trips: Curriculum-Based Elective Trips	was G3
	G6	Comprehensive Student Assessment Policy	was F25
	G7	Annual School Report	was H6
	G8	Continuous Improvement Plan	no changes
	G9	Instructional Activity Selection and Review Policy	was G5
	G10	Library Materials	was G6
<b>Community Relations and Use of Facilities</b>	x	<b>Community Relations and Use of Facilities</b>	x
Community Relations	H1	School-Community Relations	no changes
Community Relations	H2	Caregiver and Community Involvement Policy	no changes
Community Relations	H3	Custodial, Joint Custodial & Non-Custodial Parental Rights & Responsibilities	was F6a
Community Relations	H4	School Relations with Attorneys and the Courts in Child Custody Cases	was H8
Facilities	H10	Tobacco Prohibition	was F3
Facilities	H11	Facility Usage and Rental	was H3
Facilities	H12	Naming of Facilities	was H7
Facilities	H13	Flagpole Requests	was E11

## CONSENT AGENDA

**Board Meeting Date: 6/17/25**

*Licensed Employees (Teacher/Administrator)*

[illegible]

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

[illegible]

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

[illegible]



# COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, June 3, 2025  
7:00 p.m.

## MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, June 3, 2025, in the Colchester High School Media Center. Board members in attendance were Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, Jennifer Fath and Student Representative Rylee Friend. Administrators in attendance included Superintendent Amy Minor, Chief Financial and Operations Officer 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

None.

### III. Approval of Consolidated Federal Programs and IDEA-B Grant Assurances Action

Director of Curriculum and Instruction Gwen Carmolli and Director of Special Education Carrie Lutz provided an overview of the official allocations for the Consolidated Federal Programs Grant and the IDEA-B Grant. The District must ensure that it will comply with federal regulations to apply for these grant funds.

*Director Longo moved to authorize the superintendent to sign the attached assurances and submit the Consolidated Federal Program and IDEA-B grants by June 30, 2025. The motion passed unanimously.*

### IV. Second and Final Reading of Admission of Students Policy: F17 Action

There were no changes recommended or requested.

*Director Kigonya moved to approve the second and final reading of the Admission of Students Policy: F17. The motion passed unanimously.*

### V. Second and Final Reading of Firearms Policy: F23 Action

During the first reading of this policy, district administrators clarified the distinction between violations involving firearms and those involving other types of weapons. After discussion, the Board agreed to separate these into two distinct policies, one addressing firearms and the other covering all other weapons. The firearms policy will be a new policy in the CSD Policy Manual.

*Director Yousey-Hindes moved to approve the second and final reading of the Firearms Policy: F23. The motion passed unanimously.*

**VI. First Reading of CSD Policy Manual Reorganization**

**Action**

In an effort to improve accessibility and usability for all Colchester stakeholders, the District has completed a comprehensive analysis of its policy manual. As a result, a reorganization is being proposed, including recategorizing and renumbering many existing policies. Superintendent Amy Minor provided a detailed overview of the current manual structure, the proposed changes, and the rationale behind the reorganization. The goal is to create a more streamlined, user-friendly format that enhances transparency and ease of navigation.

*Director Yousey-Hindes moved to approve the first reading of the CSD policy manual reorganization. The motion passed unanimously.*

**VII. Approval of Consent Agenda**

**Action**

The Board reviewed the following consent agenda.

DRAFT

There were no items on the consent agenda requiring approval.

**VIII. Approval of Meeting Minutes**

**Action**

*Director Kigonya moved to approve the minutes for the meeting held on May 20, 2025. The motion passed unanimously.*

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

**Information**

- Student Representative Rylee Friend was recognized for her outstanding contributions to the Board this school year. Board Chair Lindsey Cox noted that Rylee is a remarkable CHS student who has demonstrated exceptional engagement, leadership, and dedication throughout her term. Board members expressed appreciation for her insightful questions, thoughtful commentary, and strong representation of the student body. Superintendent Amy Minor noted that Rylee's work with SJA has helped shape meaningful changes at CHS and emphasized the impact of her voice in school event planning.
- Superintendent Amy Minor provided an update on the planned construction at PPS, scheduled to begin this fall. The Clerk of the Works position has been posted and is currently accepting applications. The Development Review Board (DRB) will review the PPS site plan layout at their next meeting. The final hearing is scheduled for July 9, with a decision expected by August 23.
- The District received a Golden Achievement Award from the National School Public Relations Association for its community engagement and communication plan for the facilities bond campaign, *Our Town, Our Schools, Our Future*.
- Superintendent Minor also shared an update on the status of H.454, the education transformation bill. The bill is currently in conference committee, and the House and Senate have yet to reach an agreement.

**X. Future Agenda Items**

**Information**

- Purchases
- Policy Manual Reorganization
- Facility Renovation/Construction Updates

**XI. Executive Session to Discuss Contract Negotiations and a Personnel Matter**

**Action**

*Director Yousey-Hindes moved to enter executive session at 8:04 p.m. to discuss contract negotiations and a personnel matter. The motion passed unanimously.*

*Director Kigonya moved to exit executive session at 8:29 p.m. The motion passed unanimously.*

**XII. Adjournment**

*Director Kigonya moved to adjourn at 8:29 p.m. The motion passed unanimously.*

Recorder:

Board Clerk:

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Meghan Baule  
Recording Secretary

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Ben Yousey-Hindes  
Board Clerk