

Colchester School District

Board of Education Meeting
Colchester High School Library

Tuesday, October 21, 2025
7:00 p.m.

Meeting Minutes

The Colchester Board of Education held a regular board meeting on Tuesday, October 21, 2025, in the Colchester High School Library Media Center. Board members in attendance were Lindsey Cox, Ben Yousey-Hindes, Laurie Kigonya, and Jennifer Fath. Administrators and employees in attendance were Superintendent Amy Minor, Chief Financial and Operations Manager George Trieb, Director of Curriculum and Instruction Gwen Carmolli, Director of Student Support Services Carrie Lutz, MBS Principal Jordan Burke, and MBS Preschool Program Coordinator Nancy Smith. There was one audience member present.

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. Citizens Participation*

None.

III. Hear School Report: Malletts Bay School

Informational

Malletts Bay School Principal Jordan Burke provided an overview of the school, including enrollment, attendance, assessment, and discipline data from the 2024-25 school year, as well as current schoolwide goals aligned with their action plan. She noted that the district has formed a K-5 committee to select a new math program, with the goal of rolling it out in the fall of 2026. The new program will better align with secondary schools and offer improved features and accessibility to meet the needs of all students. For literacy, Principal Burke provided examples of how teachers use direct instruction to teach vocabulary and context clues, and have created a school-wide word wall. MBS Preschool Coordinator Nancy Smith provided examples of how the preschool program embedded in MBS is developing literacy skills for the district's youngest learners. She showed a video and handed out examples of different manipulatives used to help students develop their language skills. Principal Burke also shared some of the community connections and events that build school pride and spirit.

IV. Hear Quarterly Financial Report

Informational

Chief Financial and Operations Officer George Trieb gave the first quarterly financial update for the FY'26 year. Revenue and expenditures are tracking mostly as expected, and if the current trend continues, he expects a surplus of \$422,429. Overall, the district's total commitments to date are very much in line with last year's spending.

V. Hear FY'27 Budget Timeline

Informational

Superintendent Amy Minor and Chief Financial and Operations Manager George Tribe gave an overview of the timeline for developing the FY '27 budget. They emphasized that this timeline serves as a blueprint for initial planning. They acknowledged ongoing developments at the state level that could affect local decisions. The board's final decision to warn the budget will occur in January, allowing

sufficient time to prepare, print, and mail informational materials to residents ahead of Town Meeting Day.

VI. Approval of Specialized Transportation Van Purchase

Action

The district has five specialized transportation vehicles that transport students when a general transit option is not suitable for a student's educational goals. One of the vans recently suffered a major transmission failure, and the repair cost exceeds the vehicle's value. The board reviewed quotes from three different dealerships.

Director Yousey-Hindes moved to authorize the business and operations manager to purchase a new van for the district as recommended. The motion passed unanimously.

VII. Approval of Consent Agenda

Action

es										
Board Meeting Date: 10/21/25 - REVISED										
Licensed Employees (Teacher/Administrator)										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Melissa	Conchieri	New Hire	Long-Term Sub: Special Education (10/27/25 - End of School Year)	1.0	MBS	Request to Hire			Yes
Non-Licensed Employees (Support Staff), Board Approval Required										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Melissa	Conchieri	Leave of Absence	Occupational Therapist Assistant	37.5	MBS	Request for LOA (10/27/25 - End of school year)			
Support Staff	Maggie	Yorke	Leave of Absence	Behavior Interventionist	35	UMS	Request for unpaid LOA 1/20/26 - 3/11/26			
Non-Licensed Employees (Support Staff), Informational										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Levi	Harris	Resignation	Behavior Interventionist	40.0	CMS	Notice of Resignation			
Support Staff	Samantha	Canuel	New Hire	Admin. Asst. I - SPED	40.0	CHS	Notice of Hire	Krista Knaus	Yes	Yes
Support Staff	LB	Gurung	New Hire	ML Paraeducator	32.5	CMS	Notice of Hire	Olivia Collender	Yes	Yes
Support Staff	Gopal	Rai	New Hire	Custodian	40	DW	Notice of Hire		Yes	Yes
Support Staff	Todd	Bushey	Resignation	Maintenance	40	DW	Notice of Resignation			
Support Staff	Christina	Bleau	Resignation	Food Service	25	CMS	Notice of Resignation			
Support Staff	Katrina	Sanford	Resignation	Paraeducator	32.5	MBS	Notice of Resignation			
Support Staff	Jordon	Corron	New Hire	Custodian	40	DW	Notice of Hire			

The board requested that a personnel-related item on the agenda be discussed in executive session.

VIII. Approval of Meeting Minutes **Action**

Director Kigonya moved to approve the minutes from the meeting held on October 7, 2025. The motion passed unanimously.

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

- PPS Groundbreaking Ceremony on October 22
- Colchester-Milton Rotary Peace Pole Dedication Ceremony at CMS on October 29
- PPS Renovation Update: construction fencing is up, and site work has begun by removing mulch and existing pavement in the construction area.

X. Future Agenda Items **Informational**

- School Reports
- Policy Work
- Facility Renovation Updates
- FY27 Timeline

XI. Added Executive Session to Discuss Personnel Matter **Action**

Director Kigonya moved to enter executive session at 7:56 p.m. to discuss a personnel matter. The motion passed unanimously.

Director Yousey-Hindes moved to exit executive session at 8:18 p.m. The motion passed unanimously.

Director Kigonya moved to approve the first two items on the Consent Agenda that required board action and to table making a motion on the third item pending additional information. The motion passed unanimously.

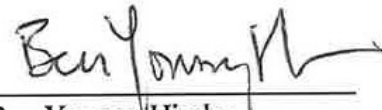
XII. Adjournment

Director Yousey-Hindes moved to adjourn at 8:20 p.m. The motion passed unanimously.

Recorder:


Meghan Baule
Recording Secretary

Board Clerk:


Ben Yousey-Hindes
Board Clerk