

## Colchester School District

Board of Education Meeting  
Colchester High School Library

Tuesday, November 18, 2025  
7:00 p.m.

### Meeting Minutes

The Colchester Board of Education held a regular board meeting on Tuesday, November 18, 2025, in the Colchester High School Library Media Center. Board directors 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, PPS Principal Carolyn Millham, Director of Food Service Steve Davis, and Food Service Administrative Assistant Sara Collins. 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: Porters Point School

Informational

Porters Point School Principal Carolyn Millham 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 highlighted faculty successes, specifically mentioning how staff uses student work study to inform adjustments to both reading and math instruction, and the school's effort to teach students self-regulation strategies. Principal Millham provided data illustrating kindergarten reading growth and compared various text levels to show progress. Similarly, math data was presented, detailing how the school uses these figures to implement targeted action plan strategies. She shared survey results indicating that families and staff overwhelmingly believe students receive a high-quality education at PPS. Principal Millham praised the strong partnership with the broader school community, including organizations like the PTA. Lastly, she shared some photos and a video related to the ongoing facility construction project.

#### IV. Hear Districtwide Food Service Department Report

Informational

Director of Food and Nutritional Services Steve Davis and Administrative Assistant Sara Collins provided a detailed report on the operation required to feed the district's nearly 2,200 students. They emphasized the challenging balance between adhering to the strict requirements of the USDA Nutrition Standards and accommodating student preferences, cost considerations, seasonality, and availability, while also ensuring culinary variety. The department maintains strong partnerships with local vendors, including Tucker Maple Farm, Sam Mazza's, and Champlain Orchard. Last school year, the department served 182,592 breakfasts (over 1,000 a day) and 252,815 lunches (just under 1,500 a day). Davis reported an average cost increase of 4.8% and provided the board with a comparison of the FY'25 budget estimate versus actual spending figures.

**V. Hear FY'27 Budget Presentation**

**Informational**

Superintendent Amy Minor began the presentation with an overview of district enrollment by grade level, noting that overall **enrollment is stable** and projected variations in the coming years are expected to keep the count steady. She then explained the class-size requirements mandated by the **Vermont Education Quality Standards (EQS)**, confirming that most classes currently align with EQS, though a few are slightly above the required limits. She also reported that the district currently enrolls 110 students who tuition into the middle and high schools from surrounding towns without these facilities. Chief Financial and Operations Officer George Trieb followed by sharing initial budget assumptions with the board. He informed the board that more detailed budget information will be available at the second December meeting, following the release of critical data from the State.

**VI. Second and Final Reading of Facility Usage and Rental Policy: H11**

**Action**

No changes were requested.

***Director Kigonya moved to approve the second and final reading of the Facility Usage and Rental Policy: H11. The motion passed unanimously.***

**VII. Second and Final Reading of Naming of Facilities Policy: H12**

**Action**

No changes were requested.

***Director Yousey-Hindes moved to approve the second and final reading of the Naming of Facilities Policy: H12. The motion passed unanimously.***

**VIII. Second and Final Reading of Special Education Policy: F29**

**Action**

No changes were requested.

***Director Fath moved to approve the second and final reading of the Special Education Policy: F29. The motion passed unanimously.***

**IX. Approval of Consent Agenda**

**Action**

CONSENT AGENDA										
Board Meeting Date: 11/18/25 <b>REVISED</b>										
<i>Licensed Employees (Teacher/Administrator)</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
<i>Non-Licensed Employees (Support Staff), Board Approval Required</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
<i>Non-Licensed Employees (Support Staff), Informational</i>										
Contract Type	First Name	Last Name	Category	Position	Hours/Wk	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Lasah	McMurray	New Hire	Paraeducator	32.5	UMS	Notice of Hire	Heather Coughlin	Yes	Yes
Support Staff	Joseph	Duprey	New Hire	Behavior Interventionist	35.0	CMS	Notice of Hire	Levi Harris	Yes	Yes
Support Staff	Wendy	Blanchette	New Hire	Paraeducator	32.5	MBS	Notice of Hire	Kati Sanford	Yes	Yes
Support Staff	Courtney	Thibault	Resignation	Behavior Interventionist	35.0	UMS	Notice of Resignation			

There were no items on the agenda that required board approval.

**X. Approval of Meeting Minutes**

**Action**

***Director Kigonya moved to approve the minutes from the meeting held on November 4, 2025. The motion passed unanimously.***

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

**Informational**

- There will be no public school board meeting on December 2. The meeting will instead be used as a training session with the district's attorney.
- CHS Football Team won the DII State Championship.
- PPS Renovation Update: Work is continuing, and concrete is being poured for the foundation. A community update will be posted on the [csdbond.org](https://csdbond.org) website.

**XII. Future Agenda Items**

**Informational**

- School Reports
- Policy Work
- Facility Renovation Updates
- FY27 Budget Development

**XIII. Added Executive Session for the Purpose of Discussing Contract Negotiations**

**Action**

***Director Kigonya moved to enter executive session at 8:26 p.m. to discuss contract negotiations.***

**XIV. Adjournment**

***Director Yousey-Hindes moved to adjourn at 8:08 p.m. The motion passed unanimously.***

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Meghan Baule  
Recording Secretary

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Ben Yousey-Hindes  
Board Clerk