

## COLCHESTER SCHOOL DISTRICT

Board of Education Meeting  
Colchester High School Media Center

Tuesday, December 5, 2023  
7:00 p.m.

### MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, December 5, 2023, in the Colchester High School Media Center. Board members in attendance were Board Chair Lindsey Cox, Board Directors Ben Yousey-Hindes, Felix Anderson, Laurie Kigonya, and Student Representative Phoebe Richardson. District administrators and employees in attendance included Superintendent Amy Minor, Business and Operations Manager George Trieb, Director of Curriculum Gwen Carmolli, and District Nursing Supervisor Moriah McCullah.

#### 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. Nursing Services Report

#### Information

District Nursing Supervisor, Moriah McCullagh MSN RN CPEN SANE-A NCSN, provided an overview of health services throughout the district. She focused on data from the previous school year which included the number of total office visits, individual health plans, medications and treatment, vision and hearing assessments, and immunization rates. She also highlighted the achievements of the six nurses that make up the department, noting that four CSD nurses earned their national certification in school nursing. She highlighted that the district secured a \$79,000 grant from the VT Department of Health to focus on nurse leadership activities for all the nurses and gave examples of how they put the grant money to use. Looking to the future, the department is continuing their work to standardize procedures and paperwork in each health office as well as align their data collection districtwide. They are working on a quality improvement project aimed at improving follow-ups from screening referrals and they are looking to increase participation in state-level professional organizations.

#### IV. First Reading of Student Health Policy: F8

#### Action

This policy was last reviewed in 2014. District Nursing Supervisor, Moriah McCullagh, reviewed the policy and updated it to reflect changes over the last decade in best practice and the way health services are provided in the district. No changes to the draft policy were requested.

*Director Kigonya moved to approve the first reading of the Student Health Policy: F8. The motion passed unanimously.*

**V. FY'25 Budget Discussion**

**Information**

Business and Operations Manager George Trieb provided an overview of the FY '25 baseline budget which outlines all the expected expenses and the forecasted change from the current operating budget which totals an increase of 9.01%. Approximately 78% of the budget is compensation and benefits for employees. He touched upon the education tax rate letter that was recently issued by the VT Department of Taxes and noted that the statewide forecast indicates property tax bills will increase by approximately 18.5% for those not receiving a property tax credit. There are still unknown variables that will impact what the actual estimated tax increase will be in Colchester. The changes in the education funding formula are having a big impact on how the preliminary budget is being drafted. how the needs of students are being balanced with the impact on taxpayers. Board Chair Cox stated that balancing the needs of students with the impact on taxpayers will be particularly difficult this year.

**VI. Approval for the Replacement of District Copiers**

**Action**

Business and Operation Manager George Trieb sought approval to sign a new lease with Canon Solutions America to replace the district's 22 copiers with new models.

*Director Yousey-Hindes moved to authorize the Business and Operations Manager to enter a lease as described for the replacement of district copiers.*

**VII. Second and Final Reading of Caregiver and Community Involvement Policy: H2**

**Action**

There were no requested edits to the policy. For the accompanying procedures, Board Chair Cox suggested standardizing the references to parent, caregiver, and family so they are more consistent.

*Director Anderson moved to approve the second and final reading of Caregiver and Community Involvement Policy: H2. The motion passed unanimously.*

**VIII. Approval of Consent Agenda**

**Action**

The following consent agenda was reviewed by the board.

**CONSENT AGENDA**

**Board Meeting Date: December 5, 2023**

**REVISED**

**Licensed Employees (Teacher/Administrator)**

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Sidney	Martinez	New Hire	Long-Term Sub: Science (12/13/23 - mid Feb. 2024)	1.0	CHS	Request to Hire	Will Warren	Yes	Yes

**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

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

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
				Special Education Building Administrative Assistant I						
Support Staff	Krista	Knaus	New Hire		40.0	CHS	Notice of Hire	Genie Denton	Yes	Yes
Support Staff	Heather	McGrath	New Hire	Homebound Tutor	10.0	CHS	Notice of Hire	Deborah Rabideau	Yes	Yes
Support Staff	Andre	Jordao	New Hire	Food Service Worker	8.0	CHS	Notice of Hire	Sandra Martin	Yes	Yes
Support Staff	Adrian	Zemor	Resignation	Paraeducator - SpEd	32.5	CMS	Notice of Resignation			
Support Staff	Gaston	Cahungu	Resignation	Custodian	40.0	CHS	Notice of Resignation			
Support Staff	Sara	Modire	Resignation	Custodian	40.0	CMS	Notice of Resignation			

*Director Kigonya moved to approve the consent agenda as provided. The motion passed unanimously.*

**IX. Approval of Meeting Minutes**

**Action**

- November 21, 2023

*Director Yousey-Hindes moved to approve the minutes from the meetings held on November 21, 2023. The motion passed unanimously.*

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

**Information**

- The board made some calendar notations including a facilities retreat for December 19, placing a hold on January 23 for a potential extra budget meeting if needed, and scheduling filming for the budget roundtable with LCATV on February 6.

**XI. Future Agenda Items**

**Information**

- School reports
- Continuation of the Policy Review Cycle
- FY'25 budget discussion

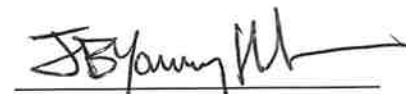
**XII. Adjournment**

*Director Anderson moved to adjourn at 8:06 p.m. The motion passed unanimously.*

Recorder:

  
Meghan Baule  
Recording Secretary

Board Clerk:

  
Ben Yousey-Hindes  
Board Clerk