**Colchester School District**

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| Board of Education Meeting | Tuesday, October 7, 2025 |
| Colchester High School Library | 7:00 p.m. |

## Meeting Minutes

The Colchester Board of Education held a regular board meeting on Tuesday, October 7, 2025, in the Colchester High School Library Media Center. Board members in attendance were Lindsey Cox, Nic Longo, Ben Yousey-Hindes, Laurie Kigonya, Jennifer Fath and Student Representative Trinity McCarthy. Administrators in attendance were Superintendent Amy Minor, Director of Curriculum and Instruction Gwen Carmolli, and Director of Student Support Services Carrie Lutz. 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. Approval of Contract with PC Construction for PPS Project — Action

At the meeting held on September 18, 2025, the board reviewed the five bids submitted by pre-qualified contractors. At that meeting, the board authorized the district to enter into a letter of intent with the lowest bidder, PC Construction, pending the formal drafting of the contract. At this meeting, the board reviewed the contract, which was collaboratively crafted by the district, PC Construction, Black River Design Architects, and had been vetted by the district's attorney.

***Director Longo moved to authorize the Business Manager to execute the proposed contract with PC Construction as presented. The motion passed unanimously.***

### IV. Hear Update on District Quality Standards — Informational

The Vermont Agency of Education adopted District Quality Standards (DQS) to bring school governance into more alignment across the state. Superintendent Amy Minor provided a presentation to the community outlining the overarching categories in the DQS, including business operations, facilities management and safety, and governance. In each category, she also noted how the district is meeting the standards.

During the discussion of the DQS, Director Longo inquired about the relationship between the DQS and the work of the State's redistricting committee. Superintendent Minor confirmed that the committee is aware of the DQS. Director Longo then asked about the implications of district consolidation. Superintendent Minor explained that if districts were to merge, the new entity would be required to adopt new policies and procedures and undergo a reevaluation process. She characterized consolidation as a significant lift, noting that it would involve a major effort beyond just ensuring the new district is embraced by all affected communities.

**V. Review Board Goals and Policy Work Plan** **Informational**

Superintendent Amy Minor provided an overview of the School Board's goals, which were established at the recent work session retreat. Their goals for the school year include governance standards, policy, communications, finance, monitoring, facilities, and support staff contract negotiations. Specifically related to the board's policy work, she noted the review cycle, which aims to review each policy every five years, resulting in approximately 16 policies per year. She highlighted the recent recategorization of the policy manual, which the board approved in June, making it easier for families and staff to navigate.

**VI. First Reading of the Vocational/Technical Center Programs Policy: F25** **Action**

This policy defines how students access vocational and technical center programs. It is consistent with the Vermont School Board Association model policy and has served the district well. There were no recommended changes.

***Director Yousey-Hindes moved to approve the first reading of the Vocational/Technical Centers Program Policy: F25. The motion passed unanimously.***

**VII. First Reading of Annual School Report Policy: G7** **Action**

This policy is a requirement per the Agency of Education. It is consistent with the Vermont School Board Association model policy and has served the district well. There were no recommended changes.

***Director Kigonya moved to approve the first reading of the Annual School Report Policy: G7. The motion passed unanimously.***

**VIII. Approval of Consent Agenda** **Action**

| CONSENT AGENDA | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Board Meeting Date: 10/7/25 - REVISED | | | | | | | | | | |
| *Licensed Employees (Teacher/Administrator)* | | | | | | | | | | |
| **Contract Type** | **First Name** | **Last Name** | **Category** | **Position** | **Hours/Wk** | **Building** | **Agenda Information** | **Person Replacing** | **Budgeted** | **Admin Support** |
| | | | | | | | | | | |
| *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** |
| | | | | | | | | | | |
| *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 | Nancy | Pratt | New Hire | Paraeducator | 32.5 | CMS | Notice of Hire | | | |
| Support Staff | Christina | Collette | New Hire | Paraeducator | 15 | MBS | Notice of Hire | | | |
| Support Staff | Kimberly | McKenzie | New Hire | Paraeducator | 32.5 | PPS | Notice of Hire | | | |
| Support Staff | Todd | Bushey | New Hire | Maintenance | 40 | DW | Notice of Hire | Kyle Latterell | Yes | Yes |
| Support Staff | Cassandra | Farmer | New Hire | Paraeducator | 32.5 | PPS | Notice of Hire | | | |
| Support Staff | Heather | Coughlin | Resignation | Paraeducator | 32.5 | UMS | Notice of Resignation | | | |

***No action was required by the board.***

**IX. Approval of Meeting Minutes** **Action**

***Director Longo moved to approve the minutes from the meetings held on September 16, 18, 23, and 30, 2025. The motion passed unanimously.***

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

Superintendent Minor provided an update on facility work in the district.

- The construction permit for PPS has been issued and weekly meetings with the district, contractors, and architects have begun. The site will soon begin preparations with the addition of barriers and fencing.
- UMS and Black River are meeting on October 16 to further develop the site plan, parking, playground, and the interior layout and overall design theme.
- Six people were inducted into the inaugural CHS Hall of Fame. Student Representative Trinity McCarthy shared how they were honored, including acknowledgment at the school's pep rally, tours of the school during a luncheon, a ribbon-cutting ceremony of the Hall of Fame hallway, and an award presentation during halftime at the evening's soccer game.

**XI. Future Agenda Items** **Informational**

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

**XII. Adjournment**

***Director Yousey Hindes moved to adjourn at 8:09 p.m. The motion passed unanimously.***

Recorder:

Meghan Baule
Recording Secretary

Board Clerk:

Ben Yousey-Hindes
Board Clerk