Colebrook School Board
Meeting Minutes

Date	08/18/2026
Time	6:00 pm –School Board Meeting
Location	Colebrook Academy & Elementary School library
Chairperson	Tim Stevens

Attendance

Attendance Legend: **P** - Present **E** - Excused **A**- Absent **R** - Remotely

School Board Members				Principal		SAU Members	
P	Tim Stevens	P	Cayenne Amey	P	Kim Wheelock	P	Dana Hilliard
P	Robert Murphy	P	Julie Brunault		**CTE Director**	E	Bridget Cross
P	Rhonda Lyons	P	Rick Bagley	E	Elizabeth Griffin	P	Chris Paquette
P	Mary Jolles						

Public in Attendance: Jamie Belanger, Steve & Colleen Clogston, Christine Sullivan

Minutes

Item	Subject	Action
1.	Roll Call: The meeting was called to order by Chairman Tim Stevens at 6:00 pm and opened with the Pledge of Allegiance	
2.	Agenda Adjustments: • Encore Fire Protection Quote	
3.	**Hearing of the Public:** Chairman Stevens opened hearing of the public at 6:01 pm Jamie Belanger from Wicked Clean Windows spoke about the quote he submitted for pressure washing and cleaning the windows at CAES and the SAU 7 building. Dana explained that there has been a motion and a vote so in order for the conversation to be reopened there will need to be a motion of reconsideration, and it has to pass. Then the whole procedure would open up again. But it is ok for you to present and be aware that a motion has already been approved but there is a possibility of reopening. Jamie stated his bid was submitted for a school wash, in sections, and a window wash. The retaining wall and the walkways were not a part of that bid. The bid was due on the 15th. Bridget emailed him on the 15th and asked to have him bid on the walkways and the retaining walls as well since the other bidder sent a quote for that as well and she wanted the bids to be equal. He was not able to provide that as he was at work at that time. He offered to now show the board why he does not think it is a good idea to wash the retaining wall. Dana stated if the motion is reopened then it would be ok to explain his thoughts on the retaining wall. Jamie also stated that the board questions that he was sent via email he did send his answers. He	

	wanted to follow up and let the board know he spoke to David Cameron Jr. and his recommendation regarding the seal coating on the parking lot and then washing the retaining wall which could cause discoloration to the portions that the chemical gets on. Julie asked about the chemicals used to clean with and if they are safe for the children who will be playing on the playgrounds within two to three weeks after school starts? Jamie stated that he cannot talk to the facts on it, but he can give his opinion which is that it is a harsh solution which they need to wear gloves and a respirator when they spray it. People who have respiratory issues or physical issues can get a rash, but it depends on how sensitive a person is and what allergies they may have. Chairman Stevens asked if there were any other members of the public that wanted to speak. Steve and Colleen Clogston spoke about petitioning the board two weeks ago about their son playing athletics for Colebrook Academy this year. This has been put on the agenda for this evening's meeting for discussion. **C. Amey/M Jolles:** Motion to end 15-minute public session at 6:08 pm.	**VOTE:** Motion Carries
4.	**Reading of the Minutes:** **J. Brunault/C. Amey:** Motion to approve the minutes of August 4, 2026.	**VOTE**: Motion Carries
5.	**Unfinished Business:** • Vermont Homeschool Student Request to Play Sports – Dana stated that in the board packet there is the initial letter, then a second letter which answered some of the questions submitted by the parents. The student under New Hampshire State law is not eligible to play sports unless the student were to enroll 50% of the time at Colebrook School as a student and then they would meet the NHIAA requirements. Otherwise, the RSAs are not applicable. The Board Chair asked if the Clogston's had received a letter from the attorney at which they responded that they were forwarded an email that was sent to ENSU superintendent, but nothing went to them directly. They also received a copy of an email from the executive director of NHIAA which stated they had no stance on the matter which the Clogston's said confused them. Dana then stated that at the end of that paragraph in the email the NHIAA states it does not have a stance but then they say you need to follow the state law and state guidelines regarding the NHIAA. Tim responded that what he read in the letter provided by the attorney is for somebody who is a nonresident of Colebrook to play sports they must enroll in Colebrook School for 50% of their day. Dana did a reminder that homeschool students have to attend their school of record. Steve brought up that in recent years students have played for Colebrook Academy but are not Colebrook students and feels it is not fair to his child. Dana responded that he cannot speak to things that happened prior to his tenure at SAU 7 or to things that have happened that were not brought to his attention but he can attest that since they brought this question up to him, they have examined it through legal and gave it due diligence and that is what the	

state law is and NHIAA policy. Therefore, we are following that policy. Kim stated that a couple of years ago there was a policy passed that if a teacher that lives in a different town from where they teach (within SAU 7) that their kids can get approval to attend the school that they teach at. Steve stated that would directly violate NHIAA policy. It was explained that actually did not violate policy because the student would be enrolled as a full-time student. Colleen asked if there was a letter from NHIAA that clearly stated that their son cannot play? Dana explained that NHIAA said the exact same thing in both letters. There are two identical letters from the attorney.
Steve thanked the board for their time. Cayenne let the Clogston's know that they would welcome their son to enroll at CAES even at a 50% basis so he would qualify for sports. Colleen is asking for the attorney letter that is stamped confidential be released too public. The board would like Dana to reach out to council and seek permission to release their letter.

- Motion to Reconsider CAES and SAU 7 Soft Wash Bid – Dana let the board know that Julie and Rhonda have asked for a motion to reconsider the actions that this board took at the last meeting. He explained in detail how the motion to reconsider works and asked if the board was clear on the parliamentary situation. They all agreed they were.
  R. Lyons/J. Brunault: Motion to reconsider
  Julie expressed concern about the chemicals on the playground and for the retaining wall. She also said that they just did the seal coating which was $15,000. She suggests that this be postponed until next July. Rhonda thought that the bidding system should be changed to where the bids are sealed. The only person that should see it would be the Chairman and only at the time of the meeting.
  The board is now into reconsideration – Dana stated that the questions that the board asked have been answered via email by the vendors. Cayenne asked about revisiting the window washing since the building will not be washed this year. Rick stated he is more concerned with the maintenance of the building, the cracking. These items desperately need fixed. They would like to communicate with the vendors that they are not moving forward with this project at this time. They wish to reexamine everything and then address it at a later date.
  There was discussion about the bids being sealed until the board chair opens the bids at the meeting. Dana stated that there is a local policy committee that could review the policy and then come up with suggestions. He also stated that the board could schedule a bid opening prior to the meeting. Or you could have a committee who specifically deals with bids. Dana does highly recommend that this go to the local policy committee for review and a deep dive into the work. Tim reviewed the process he used at the town. The board is asking Dana to send this to the local policy committee.

  VOTE: Motion Carries 5 yes/2-No (C. Amey & T. Stevens)

  Board Packet Posting – Dana reached out to council regarding what is needed to post regarding a meeting. Council from NHSBA responded that "Although the right to know law requires posting of meeting "notices" it does not require posting of the agenda, let alone agenda materials." Dana reiterated that we

	are 100% legal and we simply just have to post the agenda. And it actually only has to be a notice that the meeting is occurring.	
6.	**Special Reports: None**	
7.	**Superintendent** - Dana Hilliard Superintendent Update – In the packet is the strategic plan. Dana thanked Kim, Crystal, Jenn M and Bridget. A special thank you to Kim for updating the entire document. We have taken your goals from the goal-setting session and turned it into a strategic plan. You have some options tonight which include adopting the strategic plan or you can wait and we can include it again in the next board packet.	
8.	**New Business –** New Bid Procedure – Already spoke about • Encore Fire Protection Quote **R. Lyons/R. Bagley:** Motion to accept the Encore Fire Protections Bid for $1,758.06	**VOTE:** Motion Carries
9.	**Information:** None	
10.	**Other Business:** None	
11.	**Hearing of the Public:** Chairman Stevens opened the hearing of the public at 7:04 pm Christine Sullivan asked if the packet and agenda were not going to be online anymore would they be available at the meeting. Dana stated he did not say they were not going to be online. **C. Amey/R. Bagley:** Motion to end 15-minute public session at 7:04 pm.	**VOTE:** Motion Carries
12.	**Non-Public Session –**	
13.	**Meetings:** Colebrook School Board Meeting Tuesday, September 1, 2026 @ 6:00 pm CAES Library	
14.	**Adjournment:** **C. Amey/M. Jolles**: Motion to adjourn the meeting at 7:05 pm.	**VOTE**: Motion Carries

Respectfully Submitted,
Billie Paquette

Board Adopted: September 1, 2026