

# EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School  
12 Westford Road  
Eastford, CT 06242  
April 8, 2021

Present: Stephen Bowen, Megan Calchera (remote), Terry Cote (remote), Robert Ellsworth (remote), Adam Minor (remote), Jessica Perry (remote), Lauren Skiff (remote)

Also Present: Dr. Donna Leake, Superintendent (remote); Carole McCombe, Principal (remote); Mary Jo Chretien, Pupil Services Director (remote)

## **I. Call to Order**

Chair Bowen called the meeting to order at 7:01 PM.

## **II. Pledge of Allegiance**

Mr. Bowen led those in attendance in the Pledge of Allegiance.

## **III. Citizen Participation**

Tom Hughes, Chairman of the Eastford Clean Energy Task Force, requested to speak at this point in the meeting, instead of waiting until New Business. Mr. Bowen approved this request.

Mr. Hughes presented information on installing an Electric Car Charging Station in the school parking lot for public access. The Board advised Mr. Hughes that they would review the information provided and will add this to their May 2021 agenda to be voted on.

## **IV. Approval of Minutes**

MOTION: (Ellsworth/Skiff) That the Board of Education Regular Meeting Minutes of March 11, 2021 be approved. Motion passed unanimously.

## **V. Correspondence, Communications**

- Letter from Christopher Sandford, The Woodstock Academy Head of School, providing copies of the school's publication, Gleaner
- Donation of \$300.00 on behalf of the Putnam Rotary Club to the school
- Town Boiler Committee Minutes from March 4, 2021
- Letters of Resignation from ELA teacher Melissa Lessard and Math teacher Lori Reynolds
- Letters from BOE Chairman Stephen Bowen and The Congregational Church of Eastford's Pastor Michael Moran to Congressman Joseph Courtney regarding Community Project Funding

## **VI. Committee Reports**

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— None.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities—None.
- G. Transportation—None.
- H. Curriculum—None.
- I. Scholarship Steering Committee – None.

J. School Safety Committee – None.

## **VII. Superintendent Report**

Provided the BOE with updates including:

- Highlight of the Month – Partnering with Andover Superintendent to provide shared enrichment programming
- Educational Leadership – In-person learning continues and NDDH offered an on-site vaccine clinic for staff
- Facilities – Annual preventative maintenance plan agreement with EMCOR
- Collaboration and Communication – Hope to continue local collaborations in the fall
- Finance – Applying for grants
- Comments on the Agenda
- Finish Strong initiative

## **VIII. Principal Report**

Received the Principal's report which discussed and/or provided the following information:

- Virtual Field Trips
- Readiness Program/ Council Update
- Professional Development – virtual options
- High School Updates – information known to date
- Community and Other Events

## **IX. Director of Pupil Services Report**

The Board received the April report, which shows changes from the March report.

## **X. Unfinished Business**

### A. Budget 2021-2022

The Board discussed making reductions to the proposed 2021-22 budget, based on recent information received.

MOTION: (Skiff/Minor) To reduce the 2021-22 Board of Education budget by \$23,000 and re-submit it to the Board of Selectmen. Motion passed unanimously.

## **XI. New Business**

### A. Proposal to use school electricity for Electric Car Charging Station

This was done under III. Citizen Participation

### B. Approval of School Readiness Grant Submission

MOTION: (Ellsworth/Skiff) To approve the submission of the 2021-2022 School Readiness Grant. Motion passed unanimously.

### C. Approval of IDEA Grant Submission

MOTION: (Ellsworth/Skiff) To approve the submission of the 2022-2024 IDEA Grant. Motion passed unanimously.

### D. Approval of the After School Grant Submission

MOTION: (Skiff/Ellsworth) To approve the submission of the 2021-2023 After School Grant. Motion passed unanimously.

### E. Update to Centreville Bank account signers

MOTION: (Ellsworth/Skiff) To approve Donna Leake and Carole McCombe as signers on the Centreville Bank Student Activity and Milk accounts. Motion passed unanimously.

- F. Ethel Cushing Gardner Music Scholarship recipient  
MOTION: (Cote/Skiff) To approve the recommendation of the Ethel Cushing Gardner Music Scholarship Selection Committee. Motion passed unanimously.

**XII. Additional Agenda Items**

- Resignation of teachers  
MOTION: (Ellsworth/Skiff) To amend the agenda to include New Business, G., Resignation of teachers. Motion passed unanimously.

**XI. New Business, cont.**

- G. Resignation of teachers  
MOTION: (Cote/Skiff) To accept, with regret and thanks, the resignation of ELA teacher Melissa Lessard and Math teacher Lori Reynolds at the end of the 2020-2021 school year. Motion passed unanimously.

**XIII. Financial Reports**

- A. March 2021 Disbursements—sent to BOE via email  
B. Monthly Financial Summary, March 2021  
The Board received and reviewed the monthly report.  
C. Budget Transfers  
MOTION: (Ellsworth/Calchera) To authorize the proposed transfers in the FY 2021 budget:

\$7,500 from 100.1200.3.112.00.5 (Salary, Para, SE) to 100.2600.1.121.02.5 (Substitutes, Custodial and Other)  
\$8,000 from 100.1000.1.121.02.5 (Stipend, Extra Duty) to 100.1200.3.561.00.5 (Tuition, SE, Public)  
\$3,624.13 from 100.2190.1.121.00.5 (Sports Stipends) to 100.1200.3.561.00.5 (Tuition, SE, Public)  
\$2,419.84 from 100.2190.1.121.00.5 (Sports Stipends) to 100.1000.2.564.35.5 (Tuition, Secondary, EastConn)  
\$504.03 from 100.2190.1.121.00.5 (Sports Stipends) to 100.1200.3.591.00.5 (SE Services)

Motion passed unanimously.

**XIV. Citizen Participation**

Mr. Bowen noted that the Negotiations Committee met prior to this meeting to set ground rules and meeting dates for the upcoming AFSCME contract negotiations.

**XV. Adjournment**

MOTION: (Skiff/Cote) To adjourn the Board of Education meeting at 7:50 PM. Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk