

# EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School  
12 Westford Road  
Eastford, CT 06242  
August 13, 2020

Present: Stephen Bowen, Megan Calchera (remote), Terry Cote (remote), Jessica Perry (remote), Lauren Skiff (remote)  
Absent: Robert Ellsworth, Adam Minor  
Also Present: Dr. Donna Leake, Superintendent (remote); Carole McCombe (remote), Principal; Mary Jo Chretien, Pupil Services Director (remote)

## **I. Call to Order**

Chair Bowen called the meeting to order at 7:04 PM.

## **II. Pledge of Allegiance**

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

## **III. Citizen Participation**

None.

## **IV. Approval of Minutes**

MOTION: (Cote/Skiff) That the Board of Education Regular Meeting Minutes of June 11, 2020 and Special Meetings June 25, 2020 and July 23, 2020 be approved. Motion passed unanimously.

## **V. Correspondence, Communications**

- Thank you note from Mary Jo Chretien

## **VI. Committee Reports**

- A. Executive/Personnel—None.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the August 11, 2020 meeting.
- D. Woodstock Academy – None.
- E. EastConn— Ms. Cote reported that the Executive Director is being evaluated and two of their schools, ACT and QMC, are now starting hybrid on September 8.
- 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 – Thank you to the Reopening Committee
- Facilities – Updates on heating system installation
- Collaboration and Communication – status regarding safe reopening of schools
- Finance – monitoring of the budget
- Comments on the Agenda

- Enrollment Report
- Notes on the ventilation of the building

### **VIII. Principal Report**

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

- Field Trips – none scheduled until further notice
- Virtual Field Trips – none scheduled at this time
- Sports Requests and After School Activities – none scheduled until further notice
- Readiness Program/ Council Update
- Data on Student Progress – State mandated tests not given last spring
- Curriculum Work
- Professional Development
- August Professional Development
- Blended Grade Configurations

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

The Board received the August 2020 report, which shows changes from the June 2020 report.

### **X. Unfinished Business**

Mr. Bowen noted that there were four policies on the Agenda and asked if the Board would like to approve them all in one motion, and the Board agreed to this.

#### **A. Revisions to Policies listed as items A.-D. of Unfinished Business.**

MOTION: (Skiff/Cote) To adopt the revisions to Policy 4146/4246, Reports of Suspected Abuse or Neglect of Children or Sexual Assaults of Students by School Employees; Policy 4146.1/4246.1, Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder; Policy 4129/4229, Alcohol, Tobacco and Drug-Free Workplace and Policy 5135, Drug & Alcohol Use by Students.

Motion passed unanimously.

### **XI. New Business**

#### **A. Update on School Reopening**

Dr. Leake and Mrs. McCombe spoke to the reopening plan and answered questions from Board members.

#### **B. Update on Bus Transportation**

Dr. Leake stated the bus routes will be posted soon.

#### **C. Reports on Student Activities, Milk, Readiness Fees and BASP**

The Board received the school year 19/20 reports as of June 30, 2020.

#### **D. Policy 4112.5/4212.5, Employment Checks**

The Board received the policy for first reading.

#### **E. Policy 5115, Student Attendance and Truancy**

The Board received the policy for first reading.

#### **F. Policy 1250, School Visitors**

The Board received the policy for first reading.

#### **G. Policy 5131.911, Bullying Prevention and Intervention**

The Board received the policy for first reading

#### **H. COVID-19 Policy Packet**

MOTION: (Cote/Skiff) To adopt the new policies and policy revisions noted in the COVID-19 Policy Packet. Motion passed unanimously.

**XII. Additional Agenda Items**

None.

**XIII. Financial Reports**

- A. June and July 2020 Disbursements—sent to BOE via email
- B. Fiscal Year 2019-2020 Financial Summary  
The Board received and reviewed the fiscal year summary report.
- C. Monthly Financial Summary, July 2020  
The Board received and reviewed the monthly report.
- D. Budget Transfers  
None.

**XIV. Citizen Participation**

None.

**XV. Adjournment**

MOTION: (Skiff/Calchera) To adjourn the Board of Education meeting at 8:10 PM. Motion passed unanimously.

Respectfully submitted,

Kymberli A. Gaylor, Clerk