

# EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School  
12 Westford Road  
Eastford, CT 06242  
August 25, 2022

## **This meeting was held via Zoom Conferencing**

Present: Lauren Barlow, Michael Bilica, Stephen Bowen, Terry Cote, Robert Ellsworth, Adam Minor, Jessica Perry

Also Present: Dr. Donna Leake, Superintendent; Carole McCombe, Principal; Mary Polchaninoff, Pupil Services Director

### **I. Call to Order**

Chair Bowen called the meeting to order at 6:01 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: (Ellsworth/Minor) That the Board of Education Regular Meeting Minutes of June 9, 2022 and Special Meeting Minutes of June 20, 2022 be approved. Motion passed unanimously.

### **V. Correspondence, Communications**

- Thank you letter to the Board from scholarship recipient Kayla Gaudreau
- Letter from Christopher Sandford, The Woodstock Academy Head of School, congratulating student Zoe Ender on receiving the June Head of School's Award
- Letter from Dr. Leake to First Selectman Deb Richards regarding the 2021-2022 Board of Education unexpended funds
- Letter from Emily John, Selectmen's Secretary, requesting the Board of Education's Annual Report for 2021-2022
- Town Roof Committee minutes from May 31, 2022, July 18, 2022, and July 21, 2022
- Resignation letter from Physical Education/Health teacher Tyler Bridgewater
- Safe Return to Instruction and Continuity of Services Plan for 2022-2023

### **VI. Committee Reports**

- A. Executive/Personnel— The Board received the minutes of the June 9, 2022 and June 20, 2022 meetings.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the June 14, 2022 meeting.
- D. Woodstock Academy – None.
- E. EastConn— Ms. Cote noted that Eric Protulis was hired as the new Executive Director.
- F. Long Range Facilities— The committee has been attending all Town Roof Committee meetings, and the roof replacement has begun.
- G. Transportation—None.
- H. Curriculum— A September meeting will be planned.

- I. Scholarship Steering Committee – None.
- J. School Safety Committee – A September meeting will be planned.

## **VII. Superintendent Report**

Provided the BOE with updates including:

- Highlight of the Month – A thank you to ESY and Summer STEM staff and a special thank you to custodians Dale Lundy and Chris Pittman for working around all interruptions to get the school ready
- Educational Leadership – Update of the Strategic Plan, new Math curriculum and continued ELA implementation, After School Grant, new hires, an increase in students, and administration is monitoring enrollment – important that families with or without students currently in EES complete a survey sent as to the number and ages of their children
- Facilities – Roof project awarded to NBR, summer inspections and some projects completed, outstanding projects
- Collaboration and Communication – Partnerships with Mystic Seaport and Aquarium as well as Eastford churches and the First Selectman
- Finance – Thank you to Kymberli Gaylor for her work closing out the 2021-22 fiscal year and starting the new 2022-23 fiscal year
- Comments on selected agenda items
- Recent student count

## **VIII. Principal Report**

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

- Field Trips/ Virtual Field Trips
- Readiness Program/ Council Update
- Data on Student Progress
- SBAC and NGSS chart
- Professional Development
- New Staff, Assignments and Additional Enrollment
- PMHP and After School Grants
- Fall Sports Update
- Community and Other Events

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

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

## **X. Unfinished Business**

None.

## **XI. New Business**

- A. Resignation of Physical Education/Health teacher  
MOTION: (Bilica/Barlow) To accept, with regret, the resignation of Physical Education/Health teacher Tyler Bridgewater. Motion passed unanimously.
- B. 2022-2023 Bus Routes  
MOTION: (Ellsworth/Perry) To approve the 2022-2023 bus routes. Motion passed unanimously.

- C. Request for Union students to participate in Sports 2022-2023  
MOTION: (Bilica/Ellsworth) To approve the request for Union students to participate in sports at EES in the 2022-23 school year, contingent upon eligibility and according to the Board of Education policy. Motion passed unanimously.
- D. CABA Conference registration  
Dr. Leake encouraged Board members to attend the conference in November.
- E. Repeal Policy 6176, Gifted Children, and replace with Shipman & Goodwin policy, Policy for the Equitable Identification of Gifted and Talented Students, first reading (sent via email)  
The Board received the policy for first reading.
- F. Replace Bylaws 9321, 9323, 9324, 9325 and 9327 with the corresponding Shipman & Goodwin bylaws, first reading (sent via email)  
The Board received the bylaws for first reading.

**XII. Additional Agenda Items**

None.

**XIII. Financial Reports**

- A. June and July 2022 Disbursements—sent to BOE via email
- B. Fiscal Year 2021-2022 Financial Summary  
The Board received and reviewed the end of year report.
- C. Monthly Financial Summary, July 2022  
The Board received and reviewed the monthly report.
- D. Budget Transfers  
None.

**XIV. Citizen Participation**

None.

**XV. Adjournment**

MOTION: (Bilica/Barlow)) Motion to adjourn the Board of Education meeting at 6:28 PM.  
Motion passed unanimously,

Respectfully submitted,

Kymberli A. Gaylor, Clerk