

**EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING**

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
December 8, 2022

Present: Lauren Barlow, Michael Bilica (virtual-6:05P), Stephen Bowen, Robert Ellsworth, Adam Minor, Jessica Perry (virtual)
Absent: Terry Cote
Also Present: Dr. Donna Leake, Superintendent; Carole McCombe, Principal; Mary Polchaninoff, Pupil Services Director (virtual)

I. Call to Order

Chair Bowen called the meeting to order at 6:00 PM.

II. Pledge of Allegiance

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

III. Citizens of the Trimester

Allie Beausoleil, grade 6 student, and Isla Lupacchino, grade 4 student, were named recipients of the Trimester Citizenship Award. The Board of Education recognizes students who exemplify the qualities of leadership, respect, support of peers and involvement in school activities. Both students were able to attend the meeting and be congratulated by the Board.

Mr. Bilica joined the meeting at 6:05 PM.

IV. Citizen Participation

None.

V. Approval of Minutes

MOTION: (Minor/Ellsworth) That the Board of Education Regular Meeting Minutes of November 10, 2022 be approved. Motion passed unanimously.

VI. Correspondence, Communications

- Letters to Citizen of the Trimester families
- Letter from Christopher Sandford, The Woodstock Academy Head of School, congratulating student Aubrey Rumrill on receiving the CAPSS Student Recognition Award
- Resignation letter from paraprofessional Laurie Cydylo-Bousquet

VII. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— The Committee met prior to this meeting to accept Citizen comments on the 2023-2024 BOE budget.
- 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.

VIII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Observing the kindergarten class in PE and with their grade 4 reading buddies
- Student Achievement – Acknowledging the efforts of the staff
- Climate and Culture – The upgraded heating system is doing well, and the roof/insulation project is nearing completion
- Collaboration and Communication – Collaborating with Deb Richards on the 2023-2024 budget timeline and the HVAC grant
- Comments on selected agenda items

IX. Principal Report

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

- Field Trips/ Virtual Field Trips
- Readiness Program/ Council Update
- Update on Grants
- Data on Student Progress
- High School Information and Open Houses
- Update on School security – provided by Mr. Kernan
- Professional Development
- Community and Other Events
- Special Thanks

X. Director of Pupil Services Report

The Board received the December report, which shows no change from the November report.

XI. Unfinished Business

Mr. Bowen noted that there were numerous policy updates on the agenda and asked if the Board could approve them in groupings, which the Board agreed to.

Revisions to Policies listed as items A, B, C and D of Unfinished Business

MOTION: (Barlow/Bilica) To accept the revisions to Policy 5144, Administration of Student Medications in the Schools; Policy 5115, Student Attendance, Truancy, and Chronic Absenteeism; Policy 5119, Physical Activity, Undirected Play, and Student Discipline and Policy 5141.25, Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes. Motion passed unanimously.

Adopt new Policies listed as items E and F of Unfinished Business

MOTION: (Barlow/Minor) To adopt new Policies 4119.3, Emergency Action Plan for Interscholastic and Intramural Athletic Events and 4119.4, Exertional Heat Illness Awareness for Intramural and Interscholastic Athletes. Motion passed unanimously.

XII. New Business

- A. Resignation of Paraprofessional
MOTION: (Bilica/Perry) To accept, with regret, the resignation of paraprofessional Laurie Cydylo-Bousquet. Motion passed unanimously.
- B. Approval of HVAC Grant submission
MOTION: (Ellsworth/Barlow) To approve the submission of the HVAC Grant. Motion passed unanimously.
- C. Approval of ARPA School Mental Health Worker Grant submission
MOTION: (Ellsworth/Barlow) To approve the submission of the ARPA School Mental Health Worker Grant. Motion passed unanimously.

XIII. Additional Agenda Items

None.

XIV. Financial Reports

- A. November 2022 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, November 2022
The Board received and reviewed the monthly report.
- C. Budget Transfers
MOTION: (Ellsworth/Minor) To authorize the proposed transfer in the FY 2023 budget:
- \$8,000 from 100.1200.3.112.00.5 (Salary, Para, SE) to 100.1200.3.121.03.5 (Substitutes, Non-Certified, SE)
- Motion passed unanimously.

XV. Citizen Participation

None.

XVI. Adjournment

MOTION: (Ellsworth/Minor) Motion to adjourn the Board of Education meeting at 6:38 PM.
Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk