

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
January 14, 2021

Present: Stephen Bowen, Megan Calchera (remote), Terry Cote (remote), Robert Ellsworth (remote), Adam Minor (remote), Jessica Perry (remote), Lauren Skiff (remote 7:04PM)
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

None.

IV. Approval of Minutes

MOTION: (Cote/Perry) That the Board of Education Regular Meeting Minutes and Special Meeting Minutes of December 10, 2020 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Thank you note from scholarship recipient Micah Torcellini
- Letter from Christopher Sandford, Woodstock Academy Head of School, regarding the 2021-22 Special Education tuition costs

VI. Committee Reports

- A. Executive/Personnel—None.
- B. Fiscal—Budget meetings begin on 1/21/2021.

Mrs. Skiff joined the meeting.

- C. Policy— None.
- D. Woodstock Academy –None.
- E. EastConn— None.
- F. Long Range Facilities—There was a meeting prior to this one and the Board received the minutes of the December 10, 2020 meeting.
- G. Transportation—None.
- H. Curriculum—The Board received the minutes of the December 17, 2020 meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee –None.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Acknowledgement of the teaching staff.
- Educational Leadership – Pandemic challenges and curriculum development
- Facilities – Heating system in good working condition
- Collaboration and Communication – Meeting regularly with area superintendents and State leaders to share ideas and support

- Finance – Monitoring of the current budget
- Comments on the Agenda

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 opportunities
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the January 2021 report, which shows no changes from the December 2020 report.

X. Unfinished Business

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

A. Policies listed as items A.-D. of Unfinished Business.

MOTION: (Ellsworth/Perry) To adopt the revisions to Policy 1331, Prohibition Against Smoking; Policy 5119, Physical Activity and Student Discipline; Policy 5120, Homeless Children and Youth and Policy 5141.25, Guidelines for Students with Food Allergies and/or Glycogen Storage. Motion passed unanimously.

B. Approval of Policy 5131.2, Student Dress Code

MOTION: (Skiff/Ellsworth) To approve Policy 5131.2, Student Dress Code. Motion passed unanimously.

XI. New Business

A. Capital Plan, Discussion

There is a LoCIP meeting scheduled on 2/6/2021. The Capital Plan will be addressed at the Special Meeting to be held on 1/21/2021.

B. Budget 2021-2022, Discussion

Mr. Bowen asked the Board to review the proposed budget and be ready to go over it at the 1/21/2021 meeting. Dr. Leake provided an overall summary page which reflects a 5.85% increase. She noted that the budget increase is largely due to an increase in regular and special education high school tuition costs and K-12 outplacements; that there are positions that the school could benefit from which were not incorporated into this proposed budget; and that some decreases were already made in several areas to bring the budget increase to the current amount.

XII. Additional Agenda Items

None.

XIII. Financial Reports

A. December 2020 Disbursements–sent to BOE via email

B. Monthly Financial Summary, December 2020

The Board received and reviewed the monthly report.

C. Budget Transfers

MOTION: (Calchera/Skiff) To authorize the proposed transfers in the FY 2021 budget:

\$20,000 from 100.1200.3.112.00.5 (Salary, SE, Para) to 100.1200.3.561.00.5 (Tuition, SE, Public)

\$12,729.40 from 100.1200.3.122.02.5 (Summer School, SE Para) to 100.1200.3.591.00.5 (High School SE Services)

\$6,310.72 from 100.1200.3.569.00.5 (Tuition, SE Summer Camp) to 100.1200.3.563.00.5 (Tuition, SE, Private)

\$4,889.28 from 100.1200.3.569.00.5 (Tuition, SE Summer Camp) to 100.1200.3.561.00.5 (Tuition, SE, Public)

Motion passed unanimously.

XIV. Citizen Participation

None.

XV. Adjournment

MOTION: (Ellsworth/Skiff) To adjourn the Board of Education meeting at 7:33 PM. Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk