

# EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School  
12 Westford Road  
Eastford, CT 06242  
June 10, 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 7:02 PM.

## **II. Pledge of Allegiance**

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

## **III. Scholarship Recipient recognition**

Community Foundation of Eastern Connecticut (CFECT) Scholarship recipients from Eastford were recognized for their accomplishments. Lauren Parda, CFECT, attended and gave a synopsis of the scholarships and Terry Cote, BOE Scholarship Committee Chair, provided a brief overview of each recipient. This year's recipients were Cedric Bilica, Kayla Gaudreau, Cameron Grube, Madelyn Grube, Amanda Hair, Lily Patenaude, Clayton Singleton, Collin Singleton and Micah Torcellini. Micah Torcellini was also recognized as recipient of the Ethel Cushing Gardner Music Scholarship. It was nice to have a number of the students virtually attend the meeting.

## **IV. Citizens of the Trimester**

Roswell Souvigny, grade 5 student, and Alina Platt, grade 1 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 virtually participate in the meeting and be congratulated by the Board.

## **V. Citizen Participation**

None.

## **VI. Approval of Minutes**

MOTION: (Skiff/Ellsworth) That the Board of Education Regular Meeting Minutes of May 13, 2021 be approved. Motion passed unanimously.

## **VII. Correspondence, Communications**

- Letters to the Community Foundation of Eastern Connecticut Scholarship recipients
- Security Grant quote list
- Invitation to the Board to attend the Grade 8 graduation

## **VIII. Committee Reports**

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the agenda for the meeting prior to this one.

- D. Woodstock Academy – None.
- E. EastConn— Ms. Cote noted that EastConn is working on their 2021-22 budget.
- F. Long Range Facilities—None.
- G. Transportation—None.
- H. Curriculum—The Board received the minutes of the May 13, 2021 meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – The committee met in May to review the results of the Security Audit. Quotes are being received based on areas that were noted as needing improvement and the committee will prioritize these.

**IX. Superintendent Report**

Provided the BOE with updates including:

- Highlight of the Month – Grade 8 trip to Mystic seaport
- Educational Leadership – Continue to move forward with long-term strategic planning process, continue applying for applicable grants, interviewing for open positions
- Facilities – Capital Plan
- Collaboration and Communication – partnership with Mystic Aquarium
- Finance – Monitoring the budget
- Comments on the Agenda

**X. 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 Grant Applications
- 2021 Fall Sports Update
- School Climate Surveys and Progress Toward Goals
- Community and Other Events

**XI. Director of Pupil Services Report**

The Board received the June report, which shows changes from the May report. Included was the CSDE’s plan template to convert to a new integrated data system (CT-SEDS.)

**XII. Unfinished Business**

A. Security Grant submission, Discussion and possible action

MOTION: (Ellsworth/Skiff) To approve the submission of the School Security Grant to include recommended items from the security audit. Motion passed unanimously.

The Board will discuss this more once they are able to review the quotes provided by Dr. Leake.

**XIII. New Business**

A. Teacher’s tuition reimbursement

MOTION: (Cote/Calchera) To approve the teacher’s tuition reimbursement of \$2,500 to Charles Kernan. Motion passed unanimously.

B. Set Tuition Rate for 2021-2022 school year

MOTION: (Calchera/Perry) To set the tuition rate for 2021-2022 at \$15,218 per pupil. Motion passed unanimously.

C. Discussion and possible action on COVID 19 policies

MOTION: (Skiff/Minor) To rescind the COVID 19 policies C1 through C5 and C7 through C16 as of June 30, 2021. Motion passed unanimously.

MOTION: (Skiff/Minor) To extend COVID 19 policy C6 through June 30, 2022. Motion passed unanimously.

D. Extension of Superintendent Contract

MOTION: (Calchera/Minor) To approve a one year extension for the Superintendent's contract through June 2024. Motion passed unanimously.

E. Special Meeting date (possibly 6/22/21)

The Board will hold a Special Meeting on June 22, 2021 to discuss negotiations, security grant monies, non-affiliated salaries and end-of-year budget transfers.

**XIV. Financial Reports**

A. May 2021 Disbursements—sent to BOE via email

B. Monthly Financial Summary, May 2021

The Board received and reviewed the monthly report.

C. Budget Transfers

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

\$4,600 from 100.1200.3.112.00.5 (Salary, Para, SE) to 100.1200.3.121.03.5 (Substitutes, Non-Certified, SE)

\$5,100 from 100.2140.3.323.00.5 (Purch Svcs, Evals/Consults) to 100.2190.3.323.01.5 (Purch Svcs, PT)

\$2,218 from 100.2310.1.340.02.5 (Purch Svcs, Actuary) to 100.2310.1.340.00.5 (Purch Svcs, BOE Legal)

\$2,000 from 100.2500.1.340.00.5 (Purch Svcs, Prep for Audit) to 100.2310.1.340.00.5 (Purch Svcs, BOE Legal)

\$10,000 from 100.2700.3.519.35.5 (Transportation, EastConn, SE) to 100.2310.1.340.00.5 (Purch Svcs, BOE Legal)

Motion passed unanimously.

D. End-of-Year Budget Transfers

These will be addressed at the Special Meeting on June 22, 2021.

**XV. Citizen Participation**

None.

**XVI. Adjournment**

MOTION: (Skiff/Minor) Motion to adjourn the Board of Education meeting at 8:17 PM. Motion passed unanimously.

Respectfully submitted,

KyMBERLI A. GAYLOR, Clerk