

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

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
March 11, 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 7:03 PM.

II. Pledge of Allegiance

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

III. Special Presentation

There were several video presentations from students to the Board of Education in recognition of Board Appreciation Month. The Music Department, Kindergarten class, Grade K/1 and Grade 4 all provided presentations on behalf of the school. The staff and students also gifted the Board with masks, as “We can’t MASK our appreciation for ALL you do!”

IV. Citizens of the Trimester

Mia Kernan, grade 4 student, and Josiah Chiles, grade 5 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. Mia was able to virtually participate in the meeting and be congratulated by the Board.

V. Citizen Participation

None.

VI. Approval of Minutes

MOTION: (Ellsworth/Skiff) That the Board of Education Regular Meeting Minutes of February 11, 2021 be approved. Motion passed unanimously.

VII. Correspondence, Communications

- Letter from Jacqueline Dubois, First Selectman, requesting information to assist the BOS/BOF in understanding the 2021-2022 Board of Education submitted budget
- Email from James Barlow, Eastford citizen, to Carole McCombe, thanking her for keeping EES open for the school year and for persevering and overcoming obstacles to keep the children in school
- Emailed letter from Christopher Sandford, Woodstock Academy Head of School, with an update of the Academy’s plans to return to campus
- Information from the Connecticut State Department of Education on the Elementary and Secondary School Emergency Relief Fund (ESSER II)

VIII. Committee Reports

- A. Executive/Personnel—None.
- B. Fiscal— None.
- C. Policy— None.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities— The Board received the minutes of the February 25, 2021 meeting.
- G. Transportation—None.
- H. Curriculum—None.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – None.

IX. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Vaccination Clinic at EES
- Educational Leadership – Administration developing a long-term plan
- Facilities – Updates
- Collaboration and Communication – Working with NDDH and the State
- Finance – monitoring of the budget and the grant proposals
- Comments on the Agenda

Dr. Leake requested guidance from the Board as to how they felt the ESSER II funds should be utilized. The Board discussed the options and provided insight. The Board supported the Superintendent's request to use the ESSER II funds to increase social and emotional support services and provide technology support services.

X. 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 options
- High School Updates – information known to date
- Community and Other Events

XI. Director of Pupil Services Report

The Board received the March 2021 report, which shows no changes from the February 2021 report.

XII. Unfinished Business

None.

XIII. New Business

- A. AFSCME Contract Negotiations Committee
Mr. Bowen appointed himself, Robert Ellsworth and Megan Calchera to the AFSCME Contract Negotiations Committee.
- B. Scholarship Committee Dates
The committee will meet prior to March 23 to review the applications for the Ethel Cushing Gardner Fund Scholarship and send their recommendations to the Hartford Foundation.

- C. Discussion and possible action on Long Term Capital Plan
The Board received an updated Long Term Capital Improvement Plan for review as well as an estimate on the cost of replacing the 1963 and 1991 pitched roofs. Mr. Ellsworth noted that the Facilities Committee is also looking into the possibility of adding solar to the roof project.
MOTION: (Calchera/Ellsworth) To accept the revisions to the capital improvement plan as recommended by the Facilities Committee. Motion passed unanimously.
- D. Request for Town to establish a Town School Roof Replacement Committee
MOTION: (Ellsworth/Cote) To request that the Town establish a Town School Roof Replacement Committee and appoint Robert Ellsworth and Stephen Bowen as the committee. Motion passed unanimously.
- E. Update on 2020-21 School Calendar
The Board was advised of the change to the Parent-Teacher Conference dates, from March 31 and April 1, 2021 to March 25 and 26, 2021. They were advised that March 26, 2021 will be a half day and April 1, 2021 will now be an asynchronous remote learning day.
- F. Spring Sports Discussion and possible action
MOTION: (Ellsworth/Calchera) To support the principal's decision regarding EES Students' participation in school sports and to approve the adjusted timelines for Union students to request to participate in the EES sports program. Motion passed unanimously.
- G. Budget 2021-2022 Discussion and possible action
MOTION: (Cote/Skiff) To reduce the 2021-2022 Board of Education budget by \$10,136 and re-submit it to the Board of Selectmen. Motion passed unanimously.
There was a discussion held regarding the Freedom of Information Act (FOIA) request made by the First Selectman. The Board agreed to allow Mr. Bowen to work with the Superintendent to determine a timeline and the documentation that would be provided in response to this FOIA request.

XIV. Additional Agenda Items

None.

XV. Financial Reports

- A. February 2021 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, February 2021
The Board received and reviewed the monthly report.
- C. Budget Transfers
MOTION: (Cote/Calchera) To authorize the proposed transfer in the FY 2021 budget:

\$12,196.52 from 100.1000.1.111.00.5 (Salary Teachers, Reg) to 100.1200.3.561.00.5 (Tuition, SE, Public)

Motion passed unanimously.

XVI. Citizen Participation

None.

XVII. Adjournment

MOTION: (Skiff/Ellsworth) To adjourn the Board of Education meeting at 8:31 PM. Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk