

EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
March 10, 2022

Present: Lauren Barlow (remote), Michael Bilica, Stephen Bowen, Terry Cote (6:17P remote), Robert Ellsworth (remote), Adam Minor, Jessica Perry (remote)
Also Present: Dr. Donna Leake, Superintendent (remote); Carole McCombe, Principal (6:12P); Mary Jo Chretien, Pupil Services Director

I. Call to Order

Chair Bowen called the meeting to order at 6:03 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: (Bilica/Minor) That the Board of Education Regular Meeting Minutes of February 10, 2022 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Town Roof Committee minutes from February 8, 2022 and February 10, 2022
- Letter from State Representative Pat Boyd regarding the 2022 Legislative session
- Article from the Internet2 Community Anchor Program announcing winners of their Distance Learning Scholarships – Teachers Michelle Bibeault, Megan Dill and Charles Kernan were recipients

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the minutes from the February 22, 2022 meeting.
- D. Woodstock Academy – Mr. Ellsworth noted that The Academy is in the process of remodeling a building and talking of accepting students from the Ukraine.
- E. EastConn— None.
- F. Long Range Facilities—Mr. Bowen mentioned the progress of the Town Roof Committee.
- G. Transportation—None.
- H. Curriculum– The Board received the minutes from the March 1, 2022 meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – None.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – A “shout out” to the Board of Education, this being Board of Education Member Appreciation month

- Educational Leadership – Provided support to the Policy and Curriculum Committees, met with administration and outside agencies regarding SEL, and met with the school nurse and principal regarding the lifting of the mask mandate
- Facilities – Maintaining contact with EMCOR and the Town Boiler Committee regarding heating system issues, attending the Town Roof Replacement meetings, and completing the State Construction grant application for the roof
- Collaboration and Communication – Regular communication with the First Selectman
- Finance – Monitoring of current budget
- Comments on the Agenda

Ms. Cote joined the meeting at 6:17 PM.

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
- Curriculum Updates
- Professional Development
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the March report, which shows changes from the February report.

X. Unfinished Business

A. Discussion and Possible Action: Woodstock Academy Contract

There was some discussion. Mr. Bowen encouraged the Board to review the contract as it will be put to a vote at the next meeting.

XI. New Business

A. Approve Eighth Grade trip to Washington, D.C. May 17-20, 2022

MOTION: (Ellsworth/Minor) To approve the eighth grade trip to Washington, D.C. scheduled for May 17-20, 2022. Motion passed unanimously.

B. Resignation of English/Language Arts Teacher

MOTION: (Ellsworth/Bilica) To accept the resignation of ELA teacher Adam Phelps at the end of the 2021-2022 school year. Motion passed unanimously.

C. Policy 5118, Non-Resident Students

The Board received the current policy and a sample policy containing revisions for first reading. Mrs. Barlow and Dr. Leake spoke to how the committee came to determine what was included in the sample policy.

D. Repeal Bylaws 9010, 9012, 9020, 9150 and 9214

The Board received the listed bylaws for first reading.

E. Repeal Bylaw 9000, Role of Board Members (Powers, Purposes, Duties), and replace with Shipman & Goodwin Model Policy, Role of Board Members

The Board received the current bylaw and the S&G model policy for first reading.

F. Repeal Bylaw 9121, Board of Education Officers, and replace with Shipman & Goodwin Model Policies, Officers, Official Duties – Chairperson, Official Duties – Vice-Chairperson and Official Duties - Secretary

The Board received the current bylaw and the S&G model policies for first reading.

- G. Repeal Bylaw 9133, Committees and Advisory Committees and replace with Shipman & Goodwin Model Policy, Committees
The Board received the current bylaw and the S&G model policy for first reading.
- H. Repeal Bylaw 9221, Vacancies and replace with Shipman & Goodwin Model Policy, Filling Vacancies on the Board
The Board received the current bylaw and the S&G model policy for first reading.
- I. Retain current Bylaws 9131, 9141 and 9220
The Board received the listed bylaws for first reading.

XII. Additional Agenda Items

None.

XIII. Financial Reports

- A. February 2022 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, February 2022
The Board received and reviewed the monthly report.
- C. Budget Transfers
MOTION: (Bilica/Minor) To authorize the proposed transfers in the FY 2022 budget:

\$20,000 from 100.1000.1.111.00.5 (Salary, Teachers Regular) to 100.1000.1.121.00.5 (Substitutes, Certified)
 \$37,000 from 100.1000.1.111.00.5 (Salary, Teachers Regular) to 100.2600.1.340.00.5 (Purch Svc, Maintenance)
 \$12,000 from 100.1200.3.112.00.5 (Salary, Para, SE) to 100.1200.3.121.03.5 (Substitutes, Non-Certified, SE)
 \$10,000 from 100.1200.3.122.02.5 (Summer School, SE Para) to 100.2310.1.340.00.5 (Purch Svc, BOE Legal)
 \$2,400 from 100.1200.3.122.01.5 (Summer School, SE Teachers) to 100.2310.1.340.00.5 (Purch Svc, BOE Legal)
 \$13,870.70 from 100.1000.2.561.33.5 (Tuition, Secondary, EOS) with:
 \$4,153.09 to 100.2140.3.323.00.5 (Purch Svc, Eval/Consults); \$160.00 to 100.2190.3.323.00.5 (Purch Services, OT); \$80.00 to 100.2190.3.323.01.5 (Purch Services, PT); \$377.00 to 100.2130.1.330.00.5 (Purch Svc, School Physician); \$208.15 to 100.2600.1.421.00.5 (Refuse Removal); \$3,164.40 to 100.2310.1.522.00.5 (Insc, Cyber Liability); \$2,000 to 100.1000.1.611.03.5 (Supplies, Paper, Agendas); \$1,972.17 to 100.1000.1.611.07.5 (Supply, Music); \$59.52 to 100.2150.3.611.02.5 (Supply, Speech/Language); \$700.00 to 100.1000.1.690.00.5 (Supply, Graduation); \$829.24 to 100.2220.1.731.00.5 (Equipment, Media) and \$167.13 to 100.2600.1.734.00.5 (Equipment, Building Plant)

Motion passed unanimously.

XIV. Citizen Participation

Mrs. Barlow asked about the status of the Board creating an exit questionnaire for staff who choose to leave EES. Mr. Bowen requested that she and Mr. Minor collaborate on narrowing down the number of questions that he had originally compiled.

Ms. Cote stated that the Scholarship Committee received three applications for the Ethel Cushing Gardner Music Scholarship, and they will be meeting next week to review them and make their recommendations.

Michelle Bibeault thanked the Board for all that they do and for giving of their personal time.

Candice Mead thanked the Board for all the work they put in, especially regarding her recent request.

XV. Adjournment

MOTION: (Minor/Ellsworth) Motion to adjourn the Board of Education meeting at 7:09 PM.
Motion passed unanimously,

Respectfully submitted,

Kymberli A. Gaylor, Clerk