

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

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
May 13, 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 7:01 PM.

II. Pledge of Allegiance

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

III. CABA Student Leadership Award recognition

Eighth grade students Addison Beausoleil and Meadow Bulan were recognized for receiving the CABA (Connecticut Association of Boards of Education) Student Leadership Award. This award honors middle and high school students who exhibit exemplary leadership skills.

IV. Junior Achievement

ELA teacher Melissa Lessard provided an overview of the current Junior Achievement program at Eastford and the plans for continuing it next year.

V. Citizen Participation

None.

VI. Approval of Minutes

MOTION: (Ellsworth/Cote) That the Board of Education Regular Meeting Minutes of April 8, 2021 be approved. Motion passed unanimously.

VII. Correspondence, Communications

- Letters from CABA to the Student Leadership Award recipients
- Letters from Carole McCombe, Principal, to the CABA Student Leadership Award recipients
- Letter from Eastford citizens Christopher Bowen and Laerke Albrecht to the Board of Selectmen supporting the Board of Education's proposed 2021-2022 budget
- Thank you letters from Chairman Stephen Bowen to Mark Sheldon, Paul Torcellini, James Trowbridge and Hans Wanner for their help with removal of the old school boiler
- Emails from Amy Favreau, The Woodstock Academy Associate Head of School for Enrollment, sharing 2021 Graduation and Senior Activities
- Email from Dr. Leake to the state regarding her ARP ESSER fund concerns
- Letter of resignation from Instrumental Music teacher David Vaughan

VIII. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None.

- C. Policy— None.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities—None.
- G. Transportation—None.
- H. Curriculum—The Board received the agenda for the meeting held prior to this one.
- I. Scholarship Steering Committee – The Committee is requesting the Board to approve scholarship recipients later in this meeting.
- J. School Safety Committee – There is a meeting scheduled next week.

IX. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Staff Appreciation and National Nurses Day, with special recognition to school nurse Catherine Roto
- Educational Leadership – Attending weekly DPH/SDE meetings, working with EastConn on Portrait of an Eastford Learner, guidance on Remote Learning for the 2021-2022 School Year
- Facilities – Thank you to the volunteers who successfully removed the old boiler
- Collaboration and Communication – Junior Achievement and local collaborations
- Finance – Monitoring the budget and staying in communication with the state
- 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
- Professional Development
- Community and Other Events

XI. Director of Pupil Services Report

The Board received the May report, which shows changes from the April report. Mrs. Chretien also addressed the CSDE's plan to convert to a new integrated data system (CTSEDS.)

XII. Unfinished Business

A. Proposal to use school electricity for Electric Car Charging Station

MOTION: (Bowen/Skiff) To **not** accept the proposal to use school electricity for the Electric Car Charging Station. For: Calchera, Minor, Perry, Skiff. Abstained: Cote, Ellsworth. Motion carried.

The Board felt concern for having the school as the location, for many reasons, and Mr. Bowen told Mr. Hughes that he is available to discuss other options with him.

B. Budget 2021-2022, Discussion and possible action

The Board discussed making reductions to the proposed 2021-22 budget, based on recent information received as well as a last minute request from the Board of Selectmen to reduce the proposed budget by \$35,000.

MOTION: (Cote/Skiff) To reduce the 2021-22 Board of Education budget by \$35,000 and re-submit it to the Board of Selectmen. Motion passed unanimously.

XIII. New Business

- A. Set the last day of school and graduation
MOTION: (Ellsworth/Calchera) To set the last day of school on June 17, 2021 and graduation on June 15, 2021. Motion passed unanimously.
- B. Approval of Scholarship Recipients 2021
MOTION: (Cote/Skiff) To approve the recommendations of the 2021 Scholarship Selection Committee. Motion passed unanimously.
- C. Regional District 19 contract renewal
Dr. Leake will be meeting with the Superintendent of Regional District 19 regarding continuation of the current contract. Details will then be brought to the Board for review.
- D. Annual Health Food Certification
MOTION: (Ellsworth/Calchera)
 - 1. Pursuant to C.G.S. Section 10-215f, the board of education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2021, through June 30, 2022. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.
 - 2. The board of education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.
Motion passed unanimously.
- E. Security Grant submission, Discussion and possible action
Dr. Leake gave an overview of the Security Grant and will bring more information to the Board for determination at their June meeting.

XIV. Additional Agenda Items

- Resignation of teacher
MOTION: (Skiff/Minor) To amend the agenda to include New Business, F., Resignation of teacher. Motion passed unanimously.

XI. New Business, cont.

- F. Resignation of teacher
MOTION: (Skiff/Cote) To accept, with regret and thanks, the resignation of Instrumental Music teacher David Vaughan at the end of the 2020-2021 school year. Motion passed unanimously.

XV. Financial Reports

- A. April 2021 Disbursements—sent to BOE via email

B. Monthly Financial Summary, April 2021

The Board received and reviewed the monthly report.

C. Budget Transfers

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

\$1,637.00 from 100.2190.1.121.00.5 (Sports Stipends) to 100.2310.1.340.00.5 (BOE Legal)
\$2,500.00 from 100.2190.1.350.00.5 (Sports Officials) to 100.2310.1.340.00.5 (BOE Legal)
\$5,948.00 from 100.2700.1.580.12.5 (Travel, Sports) to 100.2310.1.340.00.5 (BOE Legal)
\$34.00 from 100.2200.1.330.00.5 (Technology Person) to 100.2310.1.340.00.5 (BOE Legal)
\$2,966.00 from 100.2200.1.330.00.5 (Technology Person) to 100.1200.3.591.00.5 (High School SE Svcs)
\$2,500.00 from 100.2150.3.323.00.5 (Purch Svcs, Speech) to 100.1200.3.591.00.5 (High School SE Svcs)
\$4,260.00 from 100.2150.3.323.02.5 (FM Systems, SE) to 100.1200.3.591.00.5 (High School SE Svcs)
\$2,786.01 from 100.2700.1.626.00.5 (Supply, Fuel for Bus) to 100.1200.3.591.00.5 (High School SE Svcs)

Motion passed unanimously.

XVI. Citizen Participation

None.

XVII. Motion to Enter into Executive Session

MOTION: (Skiff/Ellsworth) To enter into Executive Session at 8:03 PM for Superintendent Evaluation. Motion passed unanimously.

Respectfully submitted,

Kymberli A. Gaylor, Clerk

The Board left Executive Session at 8:21PM.

XVIII. Adjournment

MOTION: (Ellsworth/Skiff) To adjourn the Board of Education meeting at 8:21 PM. Motion passed unanimously.

Respectfully submitted,

Lauren Skiff, Secretary