

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
November 11, 2021

This meeting was held via Zoom Conferencing

Present: Stephen Bowen, Terry Cote, Robert Ellsworth, Adam Minor, Jessica Perry
Absent: Megan Calchera (no longer an Eastford resident), Lauren Skiff
Also Present: Dr. Donna Leake, Superintendent; Carole McCombe, Principal; Mary Jo Chretien, Pupil Services Director

I. Call to Order

Chairman Stephen Bowen called the meeting to order at 6:01 p.m.

II. Pledge of Allegiance

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

III. Citizen Participation

None.

IV. Approval of Minutes

MOTION: (Ellsworth/Perry) That the Board of Education Regular Meeting Minutes of October 14, 2021 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Press release from The Woodstock Academy on Parking for Gold Star Families
- Announcement from Governor Ned Lamont on the Screen and Stay Initiative for Connecticut Schools
- Letter from Christopher Sandford, WA Head of School, to student Anna Kellermann, chosen to receive the Connecticut Association of Public School Superintendent's (CAPSS) Student Recognition Award for Woodstock Academy
- E-mail from Christopher Sandford, WA Head of School, providing a list of Significant Capital Projects over the last three years
- Eastford's response to the Screen and Stay Initiative and Sick Procedure for students and staff ill or exposed to COVID-19

VI. Committee Reports

- A. Executive/Personnel — The Board received the minutes of the meeting held on October 18, 2021.
- B. Fiscal — None.
- C. Policy — The Board received the minutes of the meeting held on November 4, 2021.
- D. Woodstock Academy — None.
- E. EASTCONN — None.
- F. Long Range Facilities — None.
- G. Transportation — None.
- H. Curriculum — The Board received the minutes of the meeting held on October 28, 2021.
- I. Scholarship Steering Committee — None.

J. School Safety Committee — None.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – The opportunities to view classroom learning activities
- Educational Leadership – The Eastford CARES program, the Curriculum Committee and weekly meetings of the State Departments of Health and Education
- Facilities – Continued adjustments to the heating system
- Collaboration and Communication – Meeting with area superintendents and a Mystic Aquarium program beginning in January for the Eastford CARES participants
- Finance – Starting the process of building the 2022-2023 operating budget
- Comments on the Agenda

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
- Professional Development
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the November report, which shows changes from the October report.

X. Unfinished Business

A. Revisions to Policy 3320, Purchasing

MOTION: (Ellsworth/Cote) To adopt the revisions to Policy 3320, Purchasing. Motion passed unanimously.

XI. New Business

A. Budget 2022-2023, Meeting Dates

The Finance Committee of the Board set dates for the 2022-2023 budget meetings:

A meeting open for public comment will be held on December 9, 2021, at 5:30 p.m.

Presentation of the Superintendent's Budget will be held on January 13, 2022 at 6 p.m.

Budget Meetings will be held on January 27, 2022 at 5:30 p.m. and February 3, 2022 at 5:30 p.m. The Board will review and approve the budget for submission at its meeting on February 10, 2022, at 6 p.m.

B. Preliminary Discussion of High School Contracts

The Board received the current Woodstock Academy and Regional District 19 (E.O.

Smith) contracts for review, as both are set for renewal in the 2022-2023 school year. The Board was asked to review the contracts and submit any questions to the superintendent for review prior to approval.

C. Contract with Lindsey Limousine

MOTION: (Cote/Perry) To approve the Special Education transportation contract with Lindsey Limousine. Motion passed unanimously.

D. Receive Annual Report for School Year 2020-2021

The Board received the 2020-2021 Annual Report for review.

E. Policy 1100, Non-Discrimination

The Board received the policy for first reading.

F. Policy 4125/4225, Non-Discrimination (Personnel)

- The Board received the policy for first reading.
- G. Policy 4126/4226, Prohibition of Sexual Discrimination and Sexual Harassment in the Workplace (Personnel)
The Board received the policy for first reading.
- H. Policy 5000, Non-Discrimination (Students)
The Board received the policy for first reading.
- I. Policy 5152, Title IX Prohibition of Sexual Discrimination and Sexual Harassment (Students)
The Board received the policy for first reading.
- J. Policy 6116, Parent-Teacher Communication
The Board received the policy for first reading.

XII. Additional Agenda Items

None.

XIII. Financial Reports

- A. October 2021 Disbursements – sent to BOE via e-mail.
- B. Monthly Financial Summary, October 2021
The Board received and reviewed the monthly report.
- C. Budget Transfers
None.

XIV. Citizen Participation

None.

XV. Adjournment

MOTION: (Ellsworth/Perry) Motion to adjourn the Board of Education meeting at 6:30 p.m.
Motion passed unanimously.

Respectfully submitted,

Adam Minor
Board of Education Member