

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

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

Present: Lauren Barlow, Stephen Bowen, Terry Cote (virtual), Robert Ellsworth, Adam Minor,  
Jessica Perry (virtual)  
Absent: Michael Bilica, Dr. Donna Leake, Superintendent  
Also Present: Carole McCombe, Principal; Mary Polchaninoff, Pupil Services Director (virtual)

**I. Call to Order**

Chair Bowen called the meeting to order at 6:11 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: (Ellsworth/Minor) That the Board of Education Regular Meeting Minutes of October 13, 2022 be approved. Motion passed unanimously.

**V. Correspondence, Communications**

- Letter from Christopher Sandford, The Woodstock Academy Head of School, congratulating student Aubrey Rumrill on receiving the September Head of School's Award
- Resignation letters from Paraprofessional Deborah Giovanni and Speech and Language Pathologist Rachelle Mauer

**VI. Committee Reports**

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the November 3, 2022 meeting.
- D. Woodstock Academy – Mr. Ellsworth mentioned how The Academy is working on tightening their belts.
- E. EastConn— Ms. Cote noted that the last few meetings were cancelled, as was the retreat, and that EastConn is also working on tightening their belts.
- F. Long Range Facilities— Mr. Bowen noted that the committee is reviewing an opportunity for an HVAC reimbursement.
- G. Transportation—None.
- H. Curriculum— None.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – None.

**VII. Superintendent Report**

Provided the BOE with updates including:

- Highlight of the Month – Artwork displays around the building
- Student Achievement – Continued SEL support and the development of quality programming

- Climate and Culture – Meetings with custodial staff and BASP staff, and contracted with a cleaning service
- Collaboration and Communication – Meetings with First Selectman Deb Richards, contracting with Ashford School for field trip busing, and attending regional Superintendent group meetings
- Comments on selected agenda items

### **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
- Update on Grants
- Data on Student Progress
- High School Information and Open Houses
- Update on School Sports provided by Charles Kernan
- Professional Development
- Community and Other Events
- Special Thanks

Mr. Kernan provided an update on the After School Grant program.

### **IX. Director of Pupil Services Report**

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

### **X. Unfinished Business**

- A. Adopt new 6000 Series Policy Addressing Enrollment in an Advanced Course or Program Challenging Curriculum  
 MOTION: (Barlow/Ellsworth) To adopt a new 6000 Series Policy Addressing Enrollment in an Advanced Course or Program Challenging Curriculum. Motion passed unanimously.

### **XI. New Business**

- A. Resignation of Paraprofessional  
 MOTION: (Ellsworth/Barlow) To accept, with regret, the resignation of paraprofessional Deborah Giovanni. Motion passed unanimously.
- B. Resignation of Speech and Language Pathologist  
 MOTION: (Ellsworth/ Minor) To accept, with regret, the resignation of Speech and Language Pathologist Rachelle Mauer. Motion passed unanimously.

Mrs. Barlow stated how much these two staff members will be missed by the school.

- C. Budget 2023-2024, Meeting Dates

The Finance Committee of the Board set dates for the 2023-2024 budget meetings:

A meeting open for public comment will be held on December 8, 2022, at 5:30 p.m.

Presentation of the Superintendent's Budget will be held on January 12, 2023 at 6 p.m., with opportunity for public comment.

Budget Meetings will be held on January 19, 2023 at 6:00 p.m. and February 2, 2023 at 6:00 p.m.

The Board will review and approve the budget for submission at its meeting on February 9, 2023 at 6 p.m.

- D. Ed Specs for Heating System  
MOTION: (Barlow/Minor) To accept the Educational Specifications for the Heating System project at the Eastford Elementary School as required by the Connecticut State Department of Education. Motion passed unanimously.
- E. 5000 Series policies recommended for repeal  
MOTION: (Barlow/Minor) To repeal Policy and Regulations for 5142.1, Pediculosis and Policy 5112, Ages of Attendance. Motion passed unanimously.
- F. 5000 Series policies for first reading  
The Board reviewed the 5000 Series policies provided for first reading: 5144, Administration of Student Medications in the Schools; 5115, Student Attendance, Truancy, and Chronic Absenteeism; 5119, Physical Activity, Undirected Play, and Student Discipline and 5141.25, Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes.
- G. New 4000 Series Policies: Emergency Action Plan for Athletic Events and Exertional Heat Illness Awareness, first reading  
The Board reviewed the proposed policies for first reading.

**XII. Additional Agenda Items**

None.

**XIII. Financial Reports**

- A. October 2022 Disbursements–sent to BOE via email
- B. Monthly Financial Summary, October 2022  
The Board received and reviewed the monthly report.
- C. Budget Transfers  
None.

**XIV. Citizen Participation**

None.

**XV. Adjournment**

MOTION: (Ellsworth/Minor) Motion to adjourn the Board of Education meeting at 6:43 PM.  
Motion passed unanimously,

Respectfully submitted,

Kymerli A. Gaylor, Clerk