

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

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
October 8, 2020

Present: Stephen Bowen, Megan Calchera (remote), Terry Cote (remote), Adam Minor (remote), Jessica Perry (remote), Lauren Skiff (remote)
Absent: Robert Ellsworth
Also Present: Dr. Donna Leake, Superintendent (remote); Carole McCombe (remote), Principal; Mary Jo Chretien, Pupil Services Director (remote)

I. Call to Order

Chair Bowen called the meeting to order at 7:05 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: (Cote/Skiff) That the Board of Education Special Meeting Minutes of September 10, 2020 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Letter from Christopher Sandford, WA Head of School, to student Clayton Singleton, chosen to receive the Connecticut Association of Public School Superintendent's Student Recognition Award for Woodstock Academy
- Minutes from the September 24, 2020 Town Building Committee meeting, providing updates on the heating project
- An email from Christopher Sandford, WA Head of School, containing a survey on school schedule options
- Letter from Christopher Sandford, WA Head of School, to students Clayton Singleton and Marco Maluf, chosen to receive the September Head of School's Award

VI. Committee Reports

- A. Executive/Personnel—The Committee reached an agreement with the ETA for a new three year contract.
- B. Fiscal— None.
- C. Policy— The Board received the minutes from the September 8, 2020 meeting.
- D. Woodstock Academy – None.
- E. EastConn— Ms. Cote reported that EastConn schools had successful openings with hybrid models. She recently attended a two hour Board retreat and she is now a member of their Fiscal Committee.
- F. Long Range Facilities—None.
- G. Transportation—None.

- H. Curriculum–The Board received the agenda for the October 8, 2020 meeting, held prior to this meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – The Board received the minutes from the September 29, 2020 meeting.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Positive response to safety precautions
- Facilities – Town Building Committee update
- Collaboration and Communication – Reopening Committee and ETA MOA
- Finance – monitoring of the budget and unplanned COVID expenditures
- 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 – none scheduled at this time
- Readiness Program/ Council Update
- Grants – Readiness and PMHP Grants have been approved
- Data on Student Progress – Teachers are monitoring students
- Professional Development – virtual options
- Educator Growth and Development/Evaluation Flexibilities
- Technology
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the October 2020 report, which shows changes from the September 2020 report. Mrs. Chretien reported that Eastford received a CAS grant award, which provides mentoring for special education administrators.

X. Unfinished Business

Mr. Bowen noted that there were three policies on the Agenda and asked if the Board would like to approve them all in one motion, and the Board agreed to this.

A. Revisions to Policies listed as items A.-C. of Unfinished Business.

MOTION: (Skiff/Calchera) To adopt the revisions to Policy 5131.911, Bullying Prevention and Intervention and the Safe School Climate Plan; Policy 4126/4226, Prohibition of Sexual Discrimination and Sexual Harassment in the Workplace; and Policy 5152, Title IX of the Education Amendments of 1972: Prohibition of sexual Discrimination and Sexual Harassment. Motion passed unanimously.

XI. New Business

A. 2021 Board of Education Meeting Dates

MOTION: (Cote/Skiff) To approve the 2021 Board of Education Meeting Dates

B. Approval of COVID-19 Policy, C16 Use of Face Coverings in School

MOTION: (Calchera/Skiff) To adopt the revisions to COVID-19 Policy C16, Use of Face Coverings in School. Motion passed unanimously.

C. Approval of School Safety and Security Plan

MOTION: (Calchera/Skiff) To approve the School Safety and security Plan for submission to the State. Motion passed unanimously.

- D. Approve submission of the OPM Grant and waivers for purchasing equipment related to this grant
MOTION: (Bowen/Minor) To approve the submission of the OPM Grant and waivers for purchasing equipment related to this grant. Motion passed unanimously.
- E. Adoption of the 2020-21 flexibilities option for teacher evaluation
MOTION: (Bowen/Cote) To adopt the 2020-21 flexibilities option for teacher evaluation. Motion passed unanimously.
- F. Ratification of the ETA Contract
MOTION: (Cote/Perry) To approve ratification of the ETA Contract. Motion passed unanimously.
- G. Approval of updated 2020-21 EES School Calendar
MOTION: (Bowen/Skiff) To approve the changes to the 2020-21 EES School Calendar. Motion passed unanimously.

XII. Additional Agenda Items

None.

XII. Financial Reports

- A. September 2020 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, September 2020
The Board received and reviewed the monthly report.
- C. Budget Transfers
None at this time.

XIII. Citizen Participation

Mr. Bowen expressed his gratitude to the staff for all their hard work and flexibility.

XIV. Adjournment

MOTION: (Skiff/Calchera) To adjourn the Board of Education meeting at 7:48 PM. Motion passed unanimously.

Respectfully submitted,

Kymberli A. Gaylor, Clerk