

EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
October 14, 2021

Present: Stephen Bowen, Megan Calchera (remote), Terry Cote (remote), Robert Ellsworth (remote 6:56 PM), Adam Minor, Jessica Perry (remote), Lauren Skiff
Also Present: Dr. Donna Leake, Superintendent; Carole McCombe, Principal; Mary Jo Chretien, Pupil Services Director

I. Call to Order

Chair Bowen called the meeting to order at 6:04 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: (Skiff/Cote) That the Board of Education Regular Meeting Minutes of September 9, 2021 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Communication from EastConn regarding Adult Education
- Communication from The Woodstock Academy on their mask-wearing policies
- Letter from The Woodstock Academy Head of School, Christopher Sandford, regarding sending town representatives
- Email from Kymberli Gaylor to The Woodstock Academy, confirming Robert Ellsworth as Eastford's representative
- Letter from the CT Department of Education approving the Flexibilities within the Educator Evaluations
- Letter from the CT State Board of Education thanking everyone for their efforts
- Letter from the CT Department of Social Services granting Eastford exemption from participation in the Medicaid School Based Child Health Program
- Town Roof Committee Minutes from September 13, 2021
- 2021 CABE Convention Registration Form
- Letter from First Selectman, Jacqueline Dubois, requesting submission of the 2022-2023 fiscal year budget and a projected five-year budget by February 18, 2022

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the October 12, 2021 meeting.
- D. Woodstock Academy – None.

- E. EastConn— None.
- F. Long Range Facilities— The Town Roof Committee met and are awaiting information from the architect.
- G. Transportation—The Board received the minutes of the September 9, 2021 meeting.
- 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 – A successful first month of school
- Educational Leadership – Implementation of the Eastford CARES program, an increase in the Spanish teacher position, a decrease in the Art teacher position and progress in Social and Emotional learning strategies
- Facilities – The heat is working, and the Town Roof Committee is applying for a State Construction grant
- Collaboration and Communication – AP Notify system purchased to communicate with families, partnership with ECSU expanding and programs with Mystic Seaport for Eastford CARES
- Finance – Audit preparation for the 2020-2021 budget
- Comments on the Agenda
- Student Counts

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
- Sports Update
- Professional Development
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the September report, which shows changes from the August report.

X. Unfinished Business

Mr. Bowen noted that there were numerous policy updates on the agenda and asked if the Board could approve them in groupings, which the Board agreed to.

Repeal of Policies/Regulation listed as items B, C and O of Unfinished Business

MOTION: (Skiff/Minor) To repeal Policy 3313.1, Local Purchasing; Policy 3326, Paying for Goods and Services and Regulation 5142, Health Assessments and Immunizations.
Motion passed unanimously.

Revisions to Policies listed as items A, D, G, H, I, J, K and N of Unfinished Business

MOTION: (Skiff/Minor) To accept the revisions to Policy 3313, Relations with Vendors; Policy 3326.1, Paying for Goods and Services: Payroll; Policy 1212, Volunteers, Student Interns and Other Non-Employees; Policy 1250, School Visitors and Observations; Policy 3515, Facilities/Building Use (this policy will also be renumbered to 1720); Policy 5131.1,

Transportation; Policy 5131.911, Bullying Prevention and Intervention and Policy 5142, Student Health Services. Motion passed unanimously.

Adopt new Policy/Regulations listed as items F, P and Q of Unfinished Business

MOTION: (Skiff/Calchera) To adopt new Policy 3330, Code of Conduct for Procurements Under a Federal Award; Regulation 5142, Health Assessments, Screenings and Oral Health Assessments and Regulation 5142, Immunization. Motion passed unanimously.

Revisions to Policy listed as item M of Unfinished Business

MOTION: (Skiff/Cote) To adopt the revisions to Policy 4116/4216, Nepotism. Mr. Minor abstained. Voting in favor: Calchera, Cote, Perry, Skiff. Motion passed.

Amend Bylaw listed as item L of Unfinished Business

MOTION: (Skiff/Calchera) To amend Bylaw 9270, Conflict of Interest. Motion passed unanimously.

Mr. Ellsworth joined at 6:56 PM.

Ms. Cote left the meeting at 6:58 PM.

Review of Policy listed as item E of Unfinished Business

The Board reviewed numerous revisions to Policy 3320, Purchasing. Suggestions for changes were made and the Board will re-visit the policy at its November 2021 meeting.

XI. New Business

A. Approval of Title I and II Grant Submissions

MOTION: (Skiff/Minor) To approve the submission of the Title I and II grants. Motion passed unanimously.

B. Approval of School Safety & Security Plan for submission to the State

MOTION: (Ellsworth/Calchera) To approve the School Safety & Security Plan for submission to the State. Motion passed unanimously.

C. Approval of 2021-22 Flexibilities option for teacher evaluation

MOTION: (Calchera/Perry) To adopt the 2021-22 Flexibilities option for teacher evaluation. Motion passed unanimously.

D. 2022 Board of Education Meeting Dates

MOTION: (Skiff/Minor) To approve the 2022 Board of Education Meeting Dates. Motion passed unanimously.

E. Repeal current Bylaw 9324, Meeting Conduct

MOTION: (Skiff/Calchera) To repeal the current Bylaw 9324, Meeting Conduct. Motion passed unanimously.

F. Adopt new bylaw 9324, Meeting Conduct

MOTION: (Skiff/Perry) To adopt the new Bylaw 9324, Meeting Conduct. Motion passed unanimously.

G. Approval of Vaccination Regulations (EO 13G and DPH Guidance)

MOTION: (Skiff/Minor) To approve the Vaccination Regulations. Mr. Ellsworth abstained. Voting in favor: Calchera, Minor, Perry, Skiff. Motion passed.

XII. Additional Agenda Items

None.

XIII. Financial Reports

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

XIV. Citizen Participation

Ms. Calchera notified the Board that she is moving out of Eastford. She stated that it was an honor to have served on the Board, she has been impressed by how everyone works together and by all the school does for the students.

The Board wished Ms. Calchera well and thanked her for serving.

XV. Adjournment

MOTION: (Skiff/Minor) Motion to adjourn the Board of Education meeting at 7:33 PM. Motion passed unanimously,

Respectfully submitted,

Kymerli A. Gaylor, Clerk