

## Superintendent's Report: September 2021

Highlight of the Month: The doors of Eastford Elementary School opened for our students on August 30. A "Shout Out" to all who made the first week of the 2021-22 school year a wonderful experience for our students. As I shared with staff, my greatest joy was being welcomed into their classrooms on the first day and hearing what some of our students believe is the job of the Superintendent.

### News and Notes:

#### Educational Leadership

- Thanks to the efforts of the staff, students, families and community members we are beginning the 2021-22 school year in a fully in-person, full day model of instruction. Although a few families opted for home-school instruction for 2021-22, our current enrollment at EES is 141, students PreK to 8.
- This summer our staff was "assigned" a summer reading book, *Fish!*. As part of the professional development days the staff reflected on the important principles presented in this book.
  - Choose your attitude
  - Be Present
  - Have fun
  - Make their day

These principles are directly related to our goal to provide an improved, positive climate at EES for students, staff and families. A climate that promotes the social, emotional and academic development of all of our students. The renewed enthusiasm and commitment of our staff to our students was in evidence during the professional development days and the first week of school.

- During the professional development program, EES staff made a commitment to recognizing the special efforts of students, families and colleagues. Consistent with that spirit, I extend a special shout out to:
  - Carole McCombe, for a very smooth and positive opening to the 2021-22 school year.
  - Charles Kernan, for his leadership efforts during the Professional Development days (and, by the way, for passing the State administrative test).
  - Lori Crocker-Lincoln and Charles Kernan, for their work this summer on the MTSS (Multi-tiered System of Supports) processes that they developed and introduced to the staff during the professional development days.
  - Dale Lundy and Chris Pittman, for all the work they did to make our hallways sparkle.
  - Mary Jo Chretien, for organizing the mandated training requirements for our staff.
  - Kymberli Gaylor, for completing all (and there are many) of the end of year expenditure reports and the intensive Education Financial System report.
- We did receive a competitive after school enrichment grant. We are currently engaged in the effort of encouraging families to commit to the program. We are also in the process of soliciting staff and community interest in the coordinator roles associated with the successful implementation of the grant as well as in providing programs of interest for our students. Hopefully we will be successful in all of these efforts.
- We recently hired Rebekah Budd as a substitute Art teacher. We are in the process of completing the paperwork that would authorize her to serve as a long-term substitute for the 2021-22 school year.

### Facilities:

- EMCOR has essentially completed the work on our boiler upgrade. Once all parts of the system have been tested the Town Building Committee will meet for a final review of the project and, based on that review, will recommend payment of the remaining portion of the monies owed to EMCOR.
- The Town Roof Committee will meet on September 13 to determine the next steps in addressing our roof replacement project.
- Our entrance sidewalk is in need of repair. Ben Schmidt and James Roy from Public Works made some temporary repairs to the front entrance walkway to prevent it from being a tripping hazard. Ben also solicited some quotes for permanent repair or replacement. A copy of the quote received is included in your packet. The Facilities Committee should schedule a meeting in the fall to review this project as well as other short- and long-term building and grounds projects that may be needed.

### Collaboration and Communication:

- Keeping up with the continued updates regarding immunizations, vaccinations, and testing requirements is becoming a full time commitment of my part time position. Seriously, the changing and often unclear guidance has required participation in a number of meetings for me and Nurse Roto. Updates, based on the most recent guidance, are presented to staff and students.
- We continue to build a partnership with Eastern. Thanks to the willingness of our teaching staff, we have accepted clinical students and student teachers from Eastern Connecticut State University.
- We reached out to the Woodstock Academy, EastConn and Eastern for possible after school programs.

### Finance:

As noted above, Kimberli has successfully completed all of the end of projects reports required to date. The focus now will be to prepare for our audit which is a part of the complete Town audit process.

### Comments on selected agenda items:

#### X. Unfinished Business

Policies A-G: The following policies are on the agenda for a second reading and possible action. You have a copy of policy 3320 which includes comments as to where the information from repealed policies has been inserted. The other changes are with respect to the procedures the Board will follow with respect to purchasing. These are the sections that may become confusing and seem repetitive. The first sections of the policy refer to the purchase limits under which the BOE will follow 1.) a Competitive Sealed Bid Process and the amounts for which the BOE will follow 2.) a Competitive Quotation Process. The latter portions of the policy refer to the same guidelines for the purchases of special or professional services.

- A. Revisions to Policy 3150, Board Budget Procedures and Line Item Transfers
- B. Revisions to Policy 3313, Relations With Vendors
- C. Repeal Policy 3313.1, Local Purchasing
- D. Repeal Policy 3326, Paying for Goods and Services
- E. Revisions to Policy 3326.1, Paying for Goods and Services: Payroll
- F. Revisions to Policy 3320, Purchasing (including new appendix A)
- G. Adopt Code of Conduct for Procurements Under a Federal Award (new policy 3000 series)

## XI. New Business

### B. Review and possible action on Leadership Goals and Strategic Plan

Included in your packet, you have a set of leadership goals that includes a recommendation for the BOE goals for the 2021-22 school year. All of the goals reflect updates but not a major change in direction. The BOE only needs to vote on the BOE goals, which they can choose to do at this meeting or in October. I would recommend that once the new BOE is seated, we invite CAFE to make a special presentation to the BOE regarding goal setting and roles and responsibilities. The BOE does not need to vote on the Strategic Plan, however it must become engaged and supportive of the process. The plan will be reviewed at an upcoming Curriculum Committee meeting.

Policies C-J: These policies are being presented for a first reading and the opportunity to ask clarifying questions. Some of the suggested revisions are quite simple and others are more complex. The Policy Committee minutes are included in this packet. Please refer to them when reviewing the below listed policies that you will receive via email.

- C. Policy 1212, Volunteers, Student Interns and Other Non-Employees
- D. Policy 1250, School Visitors and Observations
- E. Policy 3515, Facilities/Building Use
- F. Policy 5131.1, Transportation
- G. Policy 5131.911, Bullying Prevention and Intervention
- H. Policy 5142, Student Health Services and related policies
- I. Bylaw 9270, Conflict of Interest
- J. Policy 4116/4226, Nepotism

## XIII. Financial Reports

There are no requested transfers at this time. As always, if you have any questions regarding any of the financial reports, please do not hesitate to ask.