

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
August 17, 2023

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

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. Scholarship Recipient Recognition

The Board recognized the Community Foundation of Eastern Connecticut (CFECT) and Hartford Foundation for Public Giving Scholarship recipients from Eastford for their accomplishments. Scholarship Committee chairperson Terry Cote presented certificates to those in attendance and thanked those who joined virtually. This year's recipients were Braden Ayer, Kayla Gaudreau, Anna Kellermann, Marco Maluf, Clayton Singleton, Isaac Torcellini and Micah Torcellini. Congratulations to all the recipients!

IV. Citizen Participation

None.

V. Approval of Minutes

MOTION: (Ellsworth/Minor) That the Board of Education Regular Meeting Minutes of June 8, 2023 be approved. Motion passed unanimously.

VI. Correspondence, Communications

- Letter from Christopher Sandford, The Woodstock Academy Head of School, updating their end of year 2022-2023
- Resignation letter from Samantha Boccacio, paraprofessional
- Letter from Dr. Leake to First Selectman Deb Richards requesting end of fiscal year 2023 unexpended funds be applied to the Unexpended Municipal Reserve Fund

VII. Committee Reports

- A. Executive/Personnel— The Executive Committee has been attending teacher negotiations meetings.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the June 19, 2023 meeting.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities— There was a Town Roof Committee meeting prior to this meeting and the Grade 4 classroom and others are experiencing ceiling tile issues.
- G. Transportation – None.

- H. Curriculum– The Board received the minutes of the July 19, 2023 meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – The Committee met prior to this meeting.

VIII. Superintendent Report

Dr. Leake spoke to:

Facilities projects; the Roof Project and HVAC reimbursements; the submission of the After School, Security and Right to Read grants; and the successful Summer STEM and ESY programs.

IX. Principal Report

Mrs. McCombe spoke to:

Field trips scheduled; Auction on 11/11/2023; Readiness program full for this school year; change to Kindergarten age eligibility starting with the 2024-25 school year; Professional Development days 8/28 and 8/29/23; new school website; Open House 9/12/23 and co-ed soccer team this fall.

X. Director of Pupil Services Report

Mr. Kernan thanked the Board for the opportunity to serve in this role and he provided an update on the current special education numbers and ESY.

XI. Unfinished Business

None.

XII. New Business

A. Approval of Drill Log to DEMHS

MOTION: (Cote/Minor) To approve submission of the 2022-2023 Drill Log to DEMHS.

Motion passed unanimously.

B. Approve sending of Special Education tuition invoice to Town Board of Finance to pay

MOTION: (Ellsworth/Barlow) To approve sending the special education tuition invoice to the Town Board of Finance to pay. Motion passed unanimously.

C. Appoint Director of Pupil Services/Assistant to the Principal

MOTION: (Cote/Minor) To approve the Director of Pupil Services/Assistant to the Principal position and appoint Charles Kernan as the Director of Pupil Services/Assistant to the Principal. Motion passed unanimously.

D. Increase FTE of World Language Teacher

MOTION: (Barlow/Perry) To increase the FTE of the World Language Teacher from .4 to .5 FTE. Motion passed unanimously.

E. Approve Building Substitute position

MOTION: (Barlow/Cote) To approve the position of Building Substitute. Barlow, Cote, Minor and Perry voted in favor. Ellsworth abstained. Motion passed.

F. Before and After School Program rate increase

MOTION: (Ellsworth/Minor) To approve the Before and After School Program rate increase. Motion passed unanimously.

G. Approval of 2023-2024 Bus Routes

MOTION: (Minor/Barlow) To approve the 2023-2024 Bus routes. Motion passed unanimously.

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

Revisions to Policies listed as items H, I and J of New Business and approval of new policy listed as item K of New Business

MOTION: (Barlow/Cote) To accept the revisions to Policies 6116, Parent Teacher Communication, 6144.1, Curricular Exemptions and 6156, Field Trips and to approve the new 5000 Series Policy, Meal Charging. Motion passed unanimously.

L. Approval of new science curriculum materials

MOTION: (Ellsworth/Minor) To approve the new science curriculum materials. Motion passed unanimously.

M. Approval of Novels: *White Bird: A Wonder Story*, *The War That Saved My Life* and *Fighting Words*

MOTION: (Minor/Barlow) To approve the novel requests: *White Bird: A Wonder Story*, *The War That Saved My Life* and *Fighting Words*. Motion passed unanimously.

XIII. Additional Agenda Items

None.

XIV. Financial Reports

- A. June and July 2023 Disbursements—sent to BOE via email
- B. Fiscal Year 2022-2023 Financial Summary
The Board received and reviewed the year-end report.
- C. Monthly Financial Summary, July 2023
The Board received and reviewed the monthly report.
- D. Budget Transfers
None.

XV. Citizen Participation

None.

XVI. Adjournment

MOTION: (Ellsworth/Minor) Motion to adjourn the Board of Education meeting at 7:07 PM. Motion passed unanimously.

Respectfully submitted,

KyMBERLI A. GAYLOR, Clerk