

# EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School  
12 Westford Road  
Eastford, CT 06242  
October 12, 2023

Present: Lauren Barlow, Michael Bilica, Stephen Bowen, Adam Minor, Jessica Perry (virtual)  
Absent: Terry Cote, Robert Ellsworth  
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 6:09 PM.

## **II. Pledge of Allegiance**

Mr. Bowen led those in attendance in the Pledge of Allegiance.

## **III. Citizen Participation**

Mrs. Barlow asked which Board members would like to participate in a ‘pie in the face’ at the Auction on November 11. Mr. Bowen, Mr. Minor and Mrs. Perry each volunteered.

Mr. Bowen expressed the Board’s deepest sympathy to Board member Robert Ellsworth and his mother, Mary Ellen, a former Eastford Board member, at the passing of Dr. Michael Ellsworth.

Mr. Bowen also expressed the Board’s sympathy to teacher Michelle Bibeault at the recent passing of her father.

## **IV. Approval of Minutes**

MOTION: (Barlow/Minor) That the Board of Education Regular Meeting Minutes of September 14, 2023 be approved. Motion passed unanimously.

## **V. Correspondence, Communications**

- Letter from Jonathan Sturdevant, The Woodstock Academy Associate Head of School for Advancement, providing an Inspire 150 Project update
- 2024-2027 Eastford Teachers Association (ETA) Contract

## **VI. Committee Reports**

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— There is a meeting scheduled on November 20, 2023 at 7:00 PM.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities— None.
- G. Transportation – There is a meeting scheduled on November 9, 2023 at 5:00 PM.
- H. Curriculum– The Board received the agenda for the meeting held prior to this one.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – The Board received the agenda for the meeting held prior to this one.

## **VII. Superintendent Report**

Provided the BOE with updates including:

- Highlight of the Month – Visiting with the Grade 7 students while at Mystic seaport.

- Educational Leadership – Discussed after school programming and the Primary Mental Health Program grant status
- Facilities – \*Town Roof Committee business is near completion \*Bids were received for classroom ceiling replacements \*EMCOR has made repairs to leaking pipes
- Collaboration and Communication – The Town received grant funds to pave the parking lot and playground blacktop areas
- Finance – \*Security grant application not approved \*There are additional expenses for both transportation and special education
- Comments on selected agenda items
- October 1 Student Count

### **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
- High School Information and Open Houses
- Current Open House Dates
- School Visits to EES
- Professional Development
- School Safety and Security Plan
- Community and Other Events

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

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

### **X. Unfinished Business**

#### **A. Discuss unplanned School Closings**

Mr. Bowen read a statement noting that the Board of Education's Executive Committee and the school administration would confer as to possible school schedule alterations following two consecutive days of outdoor temperatures at 90 degrees or higher and high humidity, with the potential of a third day.

### **XI. New Business**

#### **A. Ratification of the ETA Contract**

MOTION: (Minor/Bilica) To approve ratification of the 2024-2027 ETA Contract. Motion passed unanimously.

#### **B. Review and possible action on 2023-2024 Leadership Goals**

MOTION: (Bilica/Barlow) To approve the 2023-2024 Leadership Goals. Motion passed unanimously.

#### **C. 2024 Board of Education Meeting Dates**

MOTION: (Bilica/Minor) To approve the 2024 Board of Education Meeting Dates. Motion passed unanimously.

#### **D. Approval of Primary Mental Health (PMHP) Grant**

MOTION: (Barlow/Minor) To approve submission of the 2023-24 Primary Mental Health Grant. Motion passed unanimously.

#### **E. Approval of School Safety and Security Plan submission**

MOTION: (Bilica/Barlow) To approve the submission of the School Safety and Security Plan.  
Motion passed unanimously.

**XII. Additional Agenda Items**

None.

**XIII. Financial Reports**

- A. September 2023 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, September 2023  
The Board received and reviewed the monthly report.
- C. Budget Transfers  
None.

**XIV. Citizen Participation**

Mrs. McCombe and Mr. Kernan spoke to the Board regarding whether to allow Grade 5 students to play on the JV Basketball team. Participation is currently only open to students in Grades 6-8. The Board discussed this topic and advised Mr. Kernan to first see how many Grade 5 students might be interested should they be allowed to play, then he can advise the Board at their next meeting.

**XV. Adjournment**

MOTION: (Minor/Bilica) Motion to adjourn the Board of Education meeting at 7:12 PM. Motion passed unanimously.

Respectfully submitted,

Kymberli A. Gaylor, Clerk