

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
November 9, 2023

Present: Lauren Barlow, Michael Bilica, Stephen Bowen, Terry Cote, Adam Minor, Jessica Perry (virtual)
Absent: 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 6:03 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: (Bilica/Barlow) That the Board of Education Regular Meeting Minutes of October 12, 2023 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Minutes of the October 16, 2023 Town Roof Committee Meeting
- 2022-2023 Accountability Results from the Connecticut State Department of Education
- Resignation of General Music Teacher Ethan Lippert

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the agenda for the November 20, 2023 meeting.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities— None.
- G. Transportation – The Board received the agenda for the meeting held prior to this one.
- H. Curriculum– The Board received the minutes of the October 12, 2023 meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – The Board received the minutes of the October 12, 2023 meeting.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Joining classroom activities in Grade 1
- Educational Leadership – *Attended a State meeting regarding the Science of Reading waiver *Maintaining regular contact with the State regarding the After School grant

- Facilities – *Eastern Pipe Services will be coming to evaluate and estimate the cost of lining sewer pipes *Town Roof Committee met and there are still outstanding items *Continued work with EMCOR regarding HVAC
- Collaboration and Communication – *Working with Town Accountant *Posted Music Teacher position *Possible shared contracts with EastConn *Met with a member of Thompson’s security staff
- Finance – *Closely monitoring special education expenses *Review of additional transportation services
- Comments on selected agenda items

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
- Application Process
- School Safety and Security Plan
- Update on School Sports
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the November report, which shows no changes from the October report.

X. Unfinished Business

None.

XI. New Business

A. Resignation of General Music Teacher

MOTION: (Bilica/Barlow) To accept, with regret, the resignation of General Music Teacher Ethan Lippert. Motion passed unanimously.

B. Approval of 2024 ARP ESSER Small Town Right to Read Grant

MOTION: (Bilica/Cote) To approve the 2024 ARP ESSER Small Town Right to Read Grant. Motion passed unanimously.

C. Budget 2024-2025, Meeting Dates

The Finance Committee of the Board set dates for the 2024-2025 budget meetings:

A meeting open for public comment will be held on December 14, 2023 at 5:30 PM.

Presentation of the Superintendent’s Budget will be held on January 11, 2024 at 6:00 PM, with an opportunity for public comment during the regular Board meeting.

Budget Meetings will be held on January 18, 2024 at 6:00 PM, January 30, 2024 at 6:00 PM, and (if needed) February 8, 2024 at 5:00 PM.

The Board will review and approve the budget for submission at its meeting on February 8, 2024 at 6 PM.

XII. Additional Agenda Items

MOTION: (Bilica/Cote) To amend the agenda to include New Business, D. Approval of Novel: *Swim Team* and E. Recommendation of Board of Education candidate to Board of Selectmen. Motion passed unanimously.

XI. New Business, cont.

D. Approval of Novel: *Swim Team*

MOTION: (Barlow/Bilica) To approve the novel request: *Swim Team*. Motion passed unanimously.

E. Recommendation of Board of Education candidate to Board of Selectman

MOTION: (Cote/Barlow) To recommend Michael Bilica to the Board of Selectmen to fill the open 2-year Board of Education vacancy. Voting in favor: Barlow, Cote, Minor, Perry. Abstaining: Bilica. Motion passed.

XIII. Financial Reports

A. October 2023 Disbursements—sent to BOE via email

B. Monthly Financial Summary, October 2023

The Board received and reviewed the monthly report.

C. Budget Transfers

None.

XIV. Citizen Participation

None.

XV. Adjournment

MOTION: (Bilica/Minor) Motion to adjourn the Board of Education meeting at 6:46 PM. Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk