

EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
January 11, 2024

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

Also Present: Dr. Donna Leake, Superintendent; Carole McCombe, Principal

I. Call to Order

Chair Bowen called the meeting to order at 6:01 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: (Ellsworth/Bilica) That the Board of Education Regular Meeting Minutes of December 14, 2023 be approved. Motion passed unanimously.

V. Correspondence, Communications

- Letters from LaFramboise Water Service noting an 8% price adjustment
- EES First Trimester Honor Roll

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— The Board received the minutes of the December 14, 2023 meeting.
- C. Policy— None.
- D. Woodstock Academy – None.
- E. EastConn— Ms. Cote reported that EastConn’s Finance Committee met and they are tightening their belts.
- F. Long Range Facilities— The committee is scheduled to meet on January 18, 2024.
- G. Transportation – None.
- 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 – Happy New Year 2024!
- Educational Leadership – *Small Town Right to Read grant approved *After School Grant was awarded *Communication from DAS regarding Town HVAC project
- Facilities – *Town Roof Committee meeting *EMCOR installed bleed lines on the gym air handler *Administration met with custodial staff regarding new facility checklists from DAS

- Collaboration and Communication – *Attended Town holiday luncheon *Ongoing communication with Pastor Moran *Ceiling project awarded *Met with Town accountant to submit for Roof/PV reimbursement
- Finance – *Staff and Administration in final phase of creating 2024-25 budget
- 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
- Professional Development
- Community and Other Events

IX. Director of Pupil Services Report

The Board received the January report, which shows changes from the December report.

X. Unfinished Business

A. Policy 6115, Fire Emergencies

MOTION: (Bilica/Barlow) To repeal Policy 6115, Fire Emergencies, and replace it with the CABE policy, Fire/Crisis Emergencies. Motion passed unanimously.

XI. New Business

A. Discussion of the Ethel Cushing Gardner Music Scholarship (Hartford Foundation)

Ms. Cote advised that the scholarship is open and applications are due by February 1. The Scholarship Committee will meet once all applications are received.

B. Budget 2024-2025, Discussion

Dr. Leake provided a brief overview of next year's budget, which was shared with the Board.

Mr. Bowen instructed the Board to review it and have comments ready for the Fiscal

Committee budget meeting on January 18, which all Board members should attend in person.

XII. Additional Agenda Items

None.

XIII. Financial Reports

A. December 2023 Disbursements—sent to BOE via email

B. Monthly Financial Summary, December 2023

The Board received and reviewed the monthly report.

C. Budget Transfers

None.

XIV. Citizen Participation

Mrs. Barlow asked the Board if they would be interested in virtual training through CABE and the consensus was that they are not interested at this time.

XV. Adjournment

MOTION: (Ellsworth/Bilica) Motion to adjourn the Board of Education meeting at 6:30 PM.

Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk