

EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
March 14, 2024

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 6:02 PM.

II. Pledge of Allegiance

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

III. Citizen Participation

March is Board Appreciation month. Dr. Leake thanked the Board for all they do, giving of their time to support education in Eastford. Mrs. McCombe and Mr. Kernan also expressed to the Board how much they were appreciated.

The staff and students provided cupcakes, made by Mrs. Tammy Hull, for the Board as a token of appreciation, and Mrs. Hull made cookies for each Board member as a token of her appreciation. Dr. Leake, on behalf of the administration, also purchased small gift bags with Hershey's kisses, a phone stand, and a small notepad for each Board member.

IV. Approval of Minutes

MOTION: (Bilica/Barlow) To approve the Board of Education minutes of the Regular Meeting on February 8, 2024. Motion passed unanimously.

V. Correspondence, Communications

- Letter from Superintendent Leake to First Selectman Deb Richards providing the 2024-2025 BOE Budget and Capital Plan
- Email from Christopher Sandford, The Woodstock Academy Head of School, providing their 2024-2025 tuition rates
- Oil Contract with East River Energy for the 2024-2025 school year
- CABE Advocacy Highlights containing Education Cost Sharing rates

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— The Board received the minutes of the February 8, 2024 meeting.
- C. Policy— The Board received the minutes of the March 7, 2024 meeting.
- D. Woodstock Academy – None.
- E. EastConn— None.

- F. Long Range Facilities— None.
- G. Transportation – None.
- H. Curriculum– None.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – Mrs. McCombe noted that the Town, in conjunction with the CT State Police, will be holding an active shooter training drill for town employees at the school sometime this summer

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – Observing Grade 2 science explorers
- Educational Leadership – *Continued outreach to educational program providers
*Continued support of family and community partnerships *Continued support of new science and math programs *Developed draft of new Plan for Educator Diversity
- Facilities - *Participated in a review of new PV system
- Collaboration and Communication – *Continued communication with Town *Continued communication with EastConn *Collaboration with other districts *Collaboration with EastConn *Collaboration with RESC Oil Consortium
- Finance - *Continued followup with Department of Administrative Services for reimbursement
- 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
- BookBreak
- Readiness Program/ Council Update
- Data on Student Progress
- High School Information and Open Houses
- Professional Development
- Community, other events, and recognition

IX. Director of Pupil Services Report

The Board received the March report, which shows changes from the February report.

X. Unfinished Business

A. New Kindergarten Age Policy

MOTION: (Barlow/Cote) To adopt the new Kindergarten Age Policy. Motion passed unanimously.

B. Exit Policy/ Exit Survey

MOTION: (Barlow/Bilica) To adopt the new Exit Policy/ Exit Survey with requested word updates. Motion passed unanimously.

C. School Calendar 2024-2025, Discussion and Possible Action

MOTION: (Cote/Barlow) To approve the 2024-2025 School Calendar. Motion passed unanimously.

D. Preschool Discussion

Mrs. McCombe spoke of the potential need for an additional preschool class. Discussion was held regarding the fluctuation in the enrollment numbers year to year, the number of staff required and their salaries, and the large cost of renovating a classroom.

Mr. Bowen asked Mrs. McCombe to keep monitoring the enrollment numbers and have this item on the agenda for the April meeting.

XI. New Business

A. Resignation of Daytime Custodian

MOTION: (Bilica/Minor) To accept, with regret, the resignation of daytime custodian Christopher Pittman. Motion passed unanimously.

B. Resignation of Speech and Language Pathologist

MOTION: (Cote/Bilica) To accept, with regret, the resignation of Speech and Language Pathologist Jennifer Daniels. Motion passed unanimously.

C. Increasing Educator Diversity Plan

The Board asked Mrs. Barlow and Dr. Leake for further clarification of some aspects of the plan prior to approval.

MOTION: (Bilica/Barlow) To approve the Increasing Educator Diversity Plan. Motion passed unanimously.

Ms. Cote left the meeting at 6:52 PM.

Mrs. Barlow noted that there were numerous policy updates on the agenda for repeal and asked if the Board could approve them under one grouped motion, which the Board agreed to.

Repeal Policies listed as items D, E, F, G and H of New Business

MOTION: (Bilica/Barlow) To repeal Policy 6144, Technology and Instruction; Policy 6147, Controversial Issues; Policy 6156, Field Trips; Policy 6157, Tours and Policy 6152, School Activity Funds. Motion passed unanimously.

I. Policy 3458, School Activity Funds

MOTION: (Barlow/Bilica) To accept the revisions to Policy 3458, School Activity Funds. Motion passed unanimously.

XII. Additional Agenda Items

None.

XIII. Financial Reports

A. February 2024 Disbursements—sent to BOE via email

B. Monthly Financial Summary, February 2024

The Board received and reviewed the monthly report.

C. Budget Transfers

None.

XIV. Citizen Participation

Mr. Bowen and the Board expressed their gratitude to Mrs. Tammy Hull for the delicious baked goods she provided.

XV. Adjournment

MOTION: (Barlow/Bilica) Motion to adjourn the Board of Education meeting at 7:00 PM. Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk