

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
June 13, 2024

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

I. Call to Order

Chair Bowen called the meeting to order at 5:31 PM.

II. Pledge of Allegiance

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

III. CABA Student Recognition

The Board recognized the accomplishments of Grade 8 student Marley Hutchings. She was one of two Eastford students selected to receive the CABA (Connecticut Association of Boards of Education) 2023-2024 Student Leadership Award. Marley was able to attend the meeting and be congratulated by the Board.

IV. Citizens of the Trimester

Logan Hackett, grade 2 student, and Kyleigh Murphy, grade 8 student, were named recipients of the Trimester Citizenship Award. The Board of Education recognizes students who exemplify the qualities of leadership, respect, support of peers and involvement in school activities. Both students were able to attend the meeting and be congratulated by the Board.

V. Citizen Participation

None.

VI. Approval of Minutes

MOTION: (Bilica/Ellsworth) To approve the Board of Education minutes of the Regular Meeting on May 9, 2024. Motion passed unanimously.

VII. Correspondence, Communications

- Letter from Christopher Sandford, The Woodstock Academy Head of School, congratulating Kaitlyn Becker and Arthur Soucy on receiving April Head of School Award
- Town Roof Committee Minutes from May 20, 2024

VIII. Committee Reports

- A. Executive/Personnel— The Board received the minutes of the May 13, 2024 meeting.
- B. Fiscal— Mr. Bowen reported that the Town accepted the 2024-2025 BOE budget.
- C. Policy— The Board received the minutes of the May 21, 2024 meeting.
- D. Woodstock Academy – Mr. Ellsworth reported Head of School Christopher Sandford announce he will be retiring at the end of the 2024-2025 school year. He also noted that the Academy had a better year fiscally than they anticipated.
- E. EastConn— None.

- F. Long Range Facilities— None.
- G. Transportation – None.
- H. Curriculum– None.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – None.

IX. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – *Spending time with Grade 8 students *Visiting the Connecticut River Museum with Grade 6 and 7 students
- Educational Leadership – *Promoting the importance of reading *Promoting off-site learning opportunities
- Facilities - *Posted for a night custodian and summer help *Repairs are being done *Numerous facilities upgrades in the past years, most recently the PV project
- Collaboration and Communication – *After -School grant programming *Strengthened partnerships
- Finance - *All components of the PV project have been completed *Obtaining information on various high school programs and tuitions
- Comments on selected agenda items

X. 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
- School Climate Survey and Progress Toward Goals
- Curriculum Updates
- 2024 Fall Sports Update
- High School Information
- Professional Development
- Community, other events, and recognition – A special thank you to Dennis Norman for his donation of sand for the new Preschool sandbox

XI. Director of Pupil Services Report

The Board received the June report, which shows changes from the May report.

XII. Unfinished Business

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

Revision of Policies listed as items A, B, C and D of Old Business

MOTION: (Perry/Ellsworth) To approve the revisions to Policy 5131.911, Bullying Prevention and Intervention and Safe School Climate Plan; Policy 5119, Physical Activity, Undirected Play and Student Discipline; Policies 1100, 4125/4225 and 5000, Non-Discrimination; and Policy 5130, Field Trips. Motion passed unanimously.

E. Approval of Scholarship Recipients

MOTION: (Cote/Bilica) To approve the recommendations of the Scholarship Committee. Motion approved unanimously.

XIII. New Business

A. Resignation of PALS Associate

MOTION: (Bilica/Ellsworth) To accept, with regret and thanks, the resignation of PALS Associate Sarah Boyd. Motion passed unanimously.

B. Non-Affiliated Salaries

MOTION: (Bilica/Ellsworth) To set the 2024-2025 salaries of non-affiliated employees according to the recommendations of the Executive Committee. Motion passed unanimously.

C. Ratification of the AFSCME collective bargaining agreement 2024-2027

MOTION: (Bilica/Ellsworth) To approve ratification of the AFSCME collective bargaining agreement 2024-2027. Motion passed unanimously.

D. Set Tuition Rate for 2024-2025 school year

MOTION: (Ellsworth/Bilica) To set the tuition rate for 2024-2025 at \$16,185 per person. Motion passed unanimously.

E. Approval of the Eastford Leader and Educator Evaluation and Support Plan

MOTION: (Bilica/Minor) To approve the Eastford Leader and Educator Evaluation and Support Plan. Motion passed unanimously.

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

Revision of Policies listed as items F, G, H, I, J and K of New Business

MOTION: (Perry/Bilica) To approve the revisions to Policy 2260, Retention of Electronic Information and Records; Policy 6176, Policy for the Equitable Identification of Gifted and Talented Students; Policy 5120, Homeless Children and Youth; Policy 4112.5/4212.5, Employment and Student Teacher Checks; Policy 5144, Administration of Student Medications in School; and Policy 4146/4246, Child Abuse, Neglect and Sexual Assault Reporting. Motion passed unanimously.

L. Discussion and Possible Action Concerning New ELA Materials

MOTION: (Bilica/Cote) To approve the new ELA materials recommended by the Curriculum Committee. Motion passed unanimously.

M. Extension of Superintendent Contract

MOTION: (Bilica/Minor) To approve a one year extension of the Superintendent's contract through June 2026. Motion passed unanimously.

XIV. Additional Agenda Items

None.

XV. Financial Reports

A. May 2024 Disbursements—sent to BOE via email

B. Monthly Financial Summary, May 2024

The Board received and reviewed the monthly report.

C. Budget Transfers

None.

D. End of Year Budget Transfers, Purchases and Unexpended Funds

MOTION: (Ellsworth/Bilica) To authorize the Superintendent to make year-end transfers within the FY 2024 budget to bring all accounts into balance and, after all unencumbered bills

are paid, internally encumber up to \$90,401.38 (2%) of the 2023-2024 budget for the Town of Eastford's Municipal Reserve Fund, with any remaining fund returned to the Town. Motion passed unanimously.

XVI. Citizen Participation

None.

XVII. Adjournment

MOTION: (Bilica/Minor) Motion to adjourn the Board of Education meeting at 6:18 PM. Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk