

EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
August 22, 2024

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

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. Scholarship Recipient Recognition

The Board recognized the Community Foundation of Eastern Connecticut (CFECT) and Hartford Foundation for Public Giving Scholarship recipients from Eastford for their accomplishments. Scholarship Committee chairperson Terry Cote and Principal McCombe presented certificates to those in attendance and thanked those who joined virtually. This year's recipients were Braden Ayer, Elizabeth Bishop-Klee, Kerry Blais, Anna Kellermann, Hunter Larson, Marco Maluf, Eric Mathewson, Clayton Singleton, Isaac Torcellini, and Micah Torcellini. Congratulations to all the recipients.

IV. Citizen Participation

None.

V. Approval of Minutes

MOTION: (Ellsworth/Minor) To approve the Board of Education minutes of the Regular Meeting on June 13, 2024. Motion passed unanimously.

VI. Correspondence, Communications

- Letter from Dr. Leake to First Selectman Deb Richards requesting end of fiscal year 2024 unexpended funds be applied to the Unexpended Municipal Reserve Fund
- Letter from CAFE, thanking the Board of Education for continuing their membership
- Letter from Emily Heyse, Selectmen's Secretary, requesting the Board of Education's Annual Report for 2023-2024 by October 1

VII. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the June 24, 2024 meeting.
- D. Woodstock Academy – Mr. Ellsworth reported a search committee has been formed for the Head of School position and the Academy is in better shape fiscally this year than it was last year.
- E. EastConn— Ms. Cote reported that EastConn's finances are not as good as they were last year, their CFO resigned and the newly hired one starts next week. EastConn is also in the process of deciding whether they should remain in the business of big bus transportation.

- F. Long Range Facilities— None.
- G. Transportation – None.
- H. Curriculum– The Board received the minutes of the June 11, 2024 meeting.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – None.

VIII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – *Welcoming back staff, students and families to the 2024-25 school year
- Educational Leadership – *Working with Carole and Charlie to fill all the staffing and contracted services needs
- Facilities - *Hiring of an evening custodian *State testing requirements being addressed *Mold remediation in lower level
- Collaboration and Communication – *Paving project underway *After-School program grant-funded again this school year
- Finance - *BOS approval of allocation for allowable educational expenditures *Building improvements completed *Gathering information from area high schools *Addressing cost-effective ways regarding busing needs
- Comments on selected agenda items
- Updated Student Count

IX. 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
- Professional Development
- Staff Assignments and Enrollment Update
- 2024 Fall Sports Update
- Update on Grants
- Community Recognition
- Upcoming Events

X. Director of Pupil Services Report

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

XI. Unfinished Business

None.

XII. New Business

A. Completion of Roof/PV Project #039-0015 RR/PV

MOTION: (Ellsworth/Bilica) To accept as complete State Project 039-0015 RR/PV at Eastford Elementary School, located at 12 Westford Road, Eastford CT 06242, for a total cost of \$397,553.

Motion passed unanimously.

B. Approval of Drill Log to DEMHS

MOTION: (Bilica/Cote) To approve the submission of the 2023-2024 Drill Log to DEMHS.

Motion passed unanimously.

C. Approval of 2024-2025 Bus Routes

MOTION: (Bilica/Ellsworth) To approve the 2024-2025 Bus Routes. Motion passed unanimously.

D. Policy 4126/4226, Regarding Prohibition of Sex Discrimination and Sexual Harassment in the Workplace (Personnel)

MOTION: (Barlow/Ellsworth) To replace Policy 4126/4226, Regarding Prohibition of Sex Discrimination and Sexual Harassment in the Workplace (Personnel) with the Shipman & Goodwin model policy, Prohibition of Sex Discrimination, Including Sex-Based Harassment (Personnel). Motion passed unanimously.

E. Policy 5152, Regarding Title IX of the Education Amendments of 1972- Prohibition of Sex Discrimination and Sexual Harassment (Students)

MOTION: (Barlow/Ellsworth) To replace Policy 5152, Regarding Title IX of the Education Amendments of 1972- Prohibition of Sex Discrimination and Sexual Harassment (Students) with the Shipman & Goodwin model policy, Prohibition of Sex Discrimination, Including Sex-Based Harassment (Students). Motion passed unanimously.

F. Request to change the 2024-25 School Calendar to add two additional early release days for professional development

MOTION: (Bilica/Perry) To approve the revisions to the 2024-25 School Calendar, adding October 11, 2024 and February 14, 2025 as early release days for professional development. Motion passed unanimously.

XIII. Additional Agenda Items

None.

XIV. Financial Reports

- A. June and July 2024 Disbursements—sent to BOE via email
- B. Fiscal Year 2024 Financial Summary
The Board received and reviewed the financial summary.
- C. Monthly Financial Summary, July 2024
The Board received and reviewed the monthly summary.
- D. Budget Transfers
None.

XV. Citizen Participation

None.

XVI. Adjournment

MOTION: (Ellsworth/Bilica) Motion to adjourn the Board of Education meeting at 6:42 PM. Motion passed unanimously.

Respectfully submitted,

KyMBERLI A. GAYLOR, Clerk