

**EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING**

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
September 12, 2024

Present: Lauren Barlow, Stephen Bowen, Robert Ellsworth, Adam Minor, Jessica Perry (virtual)
Absent: Michael Bilica, Terry Cote
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 6:00 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/Barlow) To approve the Board of Education minutes of the Regular Meeting on August 22, 2024. Motion passed unanimously.

V. Correspondence, Communications

- Letter to the Board of Education requesting longer lunch and recess time for middle schoolers, signed by 30 Eastford middle school students

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the August 19, 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 – None.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – *A special thank you to P. Willis Construction for their flexibility and willingness to work around our school schedule needs in completing the parking lot paving project
- Educational Leadership – *Working with French River for related services needs * Working with other superintendents on attracting diversified staff
- Facilities - *Contracted with P. Willis Construction on the paving project *Estimates on replacing dehumidifier *Asbestos assessment completed *State required 1-year and 5-year reports

- Collaboration and Communication – *Meet with Deb Richards regularly *2023-2024 Audit to begin in October
- Finance - *Responses from high schools we sent questionnaires to *EastConn transportation rates for 2025-2026 *Contract with Scotland BOE for our Music teacher *Contracts with French River for Speech and Language 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
- 2024-2025 School Year Update
- Readiness Program/ Council Update
- Data on Student Progress
- School Climate Survey and Progress Toward Goals
- Professional Development
- 2024 Fall Sports Update
- Upcoming Events

There was a discussion with the Board regarding Grade 5 students being allowed to play on the basketball team(s).

IX. Director of Pupil Services Report

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

X. Unfinished Business

None.

XI. New Business

A. Approval of Title IV Grant

MOTION: (Barlow/Ellsworth) To approve the submission of the Title IV Grant. Motion passed unanimously.

B. Policy 3320, Purchasing; Policy 4152/4252, Family and Medical Leave; Policy 5115, Student Attendance, Truancy and Chronic Absenteeism; Policy 5147, Suicide Prevention and Intervention; Policy 6177, Enrollment in an Advanced Course or Program and Challenging Curriculum; and Bylaw 9323, Construction and Posting of Agenda

MOTION: (Barlow/Minor) To replace Policies 3320, Purchasing; 4152/4252, Family and Medical Leave; 5115, Student Attendance, Truancy and Chronic Absenteeism; 5147, Suicide Prevention and Intervention; 6177, Enrollment in an Advanced Course or Program and Challenging Curriculum; and Bylaw 9323, Construction and Posting of Agenda with the corresponding Shipman & Goodwin Policies/Bylaw. Motion passed unanimously.

C. Policy 6173, Parental Access to Instructional Material

MOTION: (Barlow/Minor) To adopt Policy 6173, Parental Access to Instructional Material. Motion passed unanimously.

XII. Additional Agenda Items

None.

XIII. Financial Reports

- A. August 2024 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, August 2024
The Board received and reviewed the monthly summary.
- C. Budget Transfers

MOTION: (Ellsworth/Barlow) authorize the proposed transfers in the FY 2025 budget:

\$34,282.40 from Salary, Teachers Regular Programs (100.1000.1.111.00.5) to Purchased Service, Certified Position (100.1000.1.330.00.5)

\$3,979.24 from Salary, Speech/Language (100.2150.3.111.00.5) to Purchased Service, Certified Position (100.1000.1.330.00.5)

\$48,839.76 from Salary, Speech/Language (100.2150.3.111.00.5) to Purchased Services, Speech, SE (100.2150.3.323.00.5)

\$553.48 from Insurances, Cyber Liability (100.2310.1.522.00.5) to Insurances, Property (100.2600.1.520.00.5)

\$553.52 from Insurances, Cyber Liability (100.2310.1.522.00.5) to Insurances, Liability (100.2310.1.521.00.5)

\$990.00 from Equipment, Media (100.2220.1.731.00.5) to Equipment, Instructional, SE (100.1200.3.731.00.5)

Motion passed unanimously.

XIV. Citizen Participation

None.

XV. Adjournment

MOTION: (Ellsworth/Minor) Motion to adjourn the Board of Education meeting at 6:34 PM.

Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk