

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
February 13, 2025

Present: Lauren Barlow (virtual), Michael Bilica, Stephen Bowen, Terry Cote (virtual), 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 6:02 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/Minor) To approve the Board of Education minutes of the Regular Meeting on January 9, 2025. Motion passed unanimously.

V. Correspondence, Communications

- 2025-2026 Rate Increases from Christopher Sandford, The Woodstock Academy Head of School

Mr. Bilica joined the meeting at 6:03 PM

VI. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— The Board received the minutes of the January 21, 2025 meeting and the agenda for the meeting held prior to this BOE meeting.
- C. Policy— None.
- D. Woodstock Academy – Mr. Ellsworth noted that The Academy is finishing up their budget for the year
- E. EastConn— Ms. Cote stated that EastConn is trying to balance their 2024/2025 budget, they anticipate increases below 5% on their 2025/2026 budget, and they are looking at new locations to house their Bridges program (for students with autism).
- F. Long Range Facilities— The Board received the minutes of the January 9, 2025 meeting.
- G. Transportation – None.
- H. Curriculum– None.
- I. Scholarship Steering Committee – Ms. Cote noted that two applications were received for the Ethel Cushing Gardner Music Scholarship, and they will be reviewed in March.
- J. School Safety Committee – None.

VII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – *Thanking custodian Lory Kneeland for his commitment and flexibility
- Educational Leadership – *2025-2026 Strategic Plan *CT River Museum learning opportunities *Keeping current with recent legislation changes
- Facilities - *Elevator still inoperable *EMCOR replaced a burner blower *Paul Torcellini continues to monitor the PV system *Reviewing plan to upgrade/replace the fire panel
- Finance - *Continued monitoring of the current 2024-2025 budget
- Collaboration and Communication – *Discussions with Deb Richards *Close out of the Roof/PV Project *Additional reimbursement for the HVAC Grant
- Comments on selected agenda items

VIII. Principal Report

The Board 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 Updates
- Upcoming Events
- Special Notes

IX. Director of Pupil Services Report

The Board received the February report, which reflects changes from the December report.

X. Unfinished Business

A. High School Discussion

Dr. Leake noted that she invited The Woodstock Academy to present at the March 13 Board meeting.

XI. New Business

A. Approve the submission of the McKinney-Vento Homeless Assistance grant

MOTION: (Bilica/Ellsworth) To approve the submission of the McKinney-Vento Homeless Assistance grant. Motion passed unanimously.

B. School Calendar 2025-2026, Discussion and Possible Action

MOTION: (Ellsworth/Bilica) To approve the 2025-2026 School Calendar. Motion passed unanimously.

C. Capital Plan, Discussion and Possible Action

MOTION: (Ellsworth/Minor) To accept the revisions to the Capital Improvement Plan as recommended by the Facilities Committee. Motion passed unanimously.

D. Budget 2025-2026, Discussion and Possible Action

MOTION: (Bilica/Barlow) To accept the 2025-2026 budget of \$4,932,677, which represents a 6.99% increase, and send it to the Board of Selectmen. Motion passed unanimously.

I. Additional Agenda Items

None.

II. Financial Reports

- A. January 2025 Disbursements—sent to BOE via email
- B. Monthly Financial Summary, January 2025
The Board received and reviewed the monthly summary.
- C. Budget Transfers
None.

III. Citizen Participation

None.

IV. Adjournment

MOTION: (Minor/Ellsworth) Motion to adjourn the Board of Education meeting at 6:20 PM.
Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk