

EASTFORD BOARD OF EDUCATION MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
May 8, 2025

Present: Lauren Barlow, Michael Bilica, Stephen Bowen, Terry Cote, Robert Ellsworth, Adam Minor
Absent: Jessica Perry
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. Citizen Participation

None.

IV. Approval of Minutes

MOTION: (Bilica/Ellsworth) To approve the Board of Education minutes of the Regular Meeting on April 10, 2025. Motion passed unanimously.

V. Correspondence, Communications

None.

VI. Committee Reports

- A. Executive/Personnel— The Executive Committee met prior to this meeting.
- B. Fiscal— None.
- C. Policy— The Board received the minutes of the April 29, 2025 meeting.
- D. Woodstock Academy – Mr. Ellsworth noted that The Academy is awaiting the arrival of the new Headmaster and that their Financial Officer has stepped away.
- 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 – *Spending time in the Kindergarten classroom
- Educational Leadership – *Met online with the State Title 1 Coordinator *Reviewing policies with Policy Committee
- Facilities - *Several projects scheduled *Plumbing repairs *Reached out to another HVAC company *Reached out to Town regarding the condition of school fields

- Finances - *Unsure whether we will receive Title 1 funding next year *Administrative team has been reviewing the 24-25 operating budget *Discussed ways to adjust current budget to save grant dollars
- Collaboration and Communication – *Met with other small-town superintendents at EastConn *Attended a Zoom meeting pertaining to the new Readiness governance model
- 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
- Professional Development
- Upcoming Events
- Special Notes and Thanks

IX. Director of Pupil Services Report

The Board received the May report, which reflects changes from the April report.

X. Unfinished Business

- A. High School Discussion
Nothing currently.

Mrs. Barlow suggested that the Board approve the policies listed for adoption under one group motion, which the Board agreed to.

Adoption of Policies listed as items B, C and D of Old Business:

MOTION: (Barlow/Ellsworth) To adopt the new CABE Climate Policy, the new Shipman & Goodwin Climate Plan Regulations and the new Shipman & Goodwin Restorative Practices Policy. Motion passed unanimously.

Mrs. Barlow suggested that the Board approve the policies listed for revision under one group motion, which the Board agreed to.

Revision of Policies listed as items E, F, G, H, I and J of Old Business:

MOTION: (Barlow/Cote) To adopt the revisions to Policy 5116, Student Discipline; Policy 5152, Prohibition of Sex Discrimination including Sex-Based Harassment (Students); Policy 4126/4226, Prohibition of Sex Discrimination including Sex-Based Harassment (Personnel); Policy 1610, Pesticide Application on School Property; Policy 1250, Visitors and Observations in Schools and Policy 1700, School Safety and Security. Motion passed unanimously.

XI. New Business

- A. Change date of Grade 8 graduation

MOTION: (Ellsworth/Bilica) To change the Grade 8 graduation date to Thursday, June 12, 2025. Motion passed unanimously.

- B. Change start time of June Board of Education meeting

MOTION: (Bilica/Ellsworth) To change the start time of the June Board of Education meeting to 5:15 PM. Motion passed unanimously.

C. Approval of the 2025-2027 IDEA Grants

MOTION: (Bilica/Ellsworth) To approve the submission of the 2025-2027 IDEA Grants.

Motion passed unanimously.

Mrs. Barlow suggested that the Board approve the policies listed for repeal under one group motion, which the Board agreed to.

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

MOTION: (Barlow/Ellsworth) To repeal Policies 3524, Hazardous Materials in Schools; 3524.2, Green Cleaning; 4112, Increasing Educator Diversity Plan; 6159, Individualized Education Program/Special Education Program; 6159.1, Legal and Fiscal Responsibility for Children Placed in Certain Hospitals without Local Education Agency Prior Approval and 6160, Release Time.

Motion passed unanimously.

J. Policy 4118.51/4228.51, Social Media

The Board received the policy for first reading.

K. Policy 4127/4227, Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (Personnel)

The Board received the policy for first reading.

L. Policy 5140, Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (Students)

The Board received the policy for first reading.

M. Policy 6158, Homework

The Board received the policy for first reading.

N. New Policy 1620, Green Cleaning Programs

The Board received the policy for first reading.

Mrs. Barlow suggested that the Board approve the policies listed for revision under one group motion, which the Board agreed to.

Revision of Policies listed as items O and P of New Business:

MOTION: (Barlow/Cote) To adopt the revisions to Policy 5144, Administration of Student Medications in the School and Policy 5125, Confidentiality and Access to Education Records.

Motion passed unanimously.

Q. Discussion of the Before and After School Program

Dr. Leake noted that both the Putnam YMCA and Healthy Kids Program had comparable costs, but the YMCA is a non-profit organization and by going with them we could subsidize parent fees of the After School program should we receive another After School Grant.

MOTION: (Bilica/Barlow) To go forward utilizing the Putnam YMCA as our Before and After School provider starting with the 2025-2026 school year. Motion passed unanimously.

XII. Additional Agenda Items

Ms. Cote requested that the acceptance of the Scholarship Committee's recommendations for the Community Foundation of Eastern Connecticut Scholarship recipients be added to the agenda.

MOTION: (Cote/Ellsworth) To amend the Agenda to add New Business, R. To accept the recommendations of the Scholarship Committee. Motion passed unanimously.

XI. New Business, cont.

R. Accept the Recommendations of the Scholarship Committee

MOTION: (Cote/Ellsworth) To accept the recommendations of the Scholarship Committee.

Motion passed unanimously.

XIII. Financial Reports

A. April 2025 Disbursements—sent to BOE via email

B. Monthly Financial Summary, April 2025

The Board received and reviewed the monthly summary.

C. Budget Transfers

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

\$1400.00 from Salary, Custodial (100.2600.1.112.00.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$1000.00 from Salary, Custodial, OT (100.2600.1.112.01.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$5000.00 from Substitutes, Certified (100.1000.1.121.00.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$4700.00 from Stipend, Extra Duty (100.1000.1.121.02.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$1200.00 from Substitutes, Building Sub (100.1000.1.121.04.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$3000.00 from Substitutes, Certified, SE (100.1200.3.121.00.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$400.00 from Salary, Tutors (100.1200.3.121.01.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$900.00 from Substitutes, Custodial (100.2600.1.121.02.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$482.50 from Summer School, SE Teachers (100.1200.3.122.01.5) to Salary, Para, SE (100.1200.3.112.00.5)
\$1100.00 from Summer School, SE Para (100.1200.3.122.02.5) to Salary, Para, SE (100.1200.3.112.00.5)

\$3000.00 from E/B Insurance, Reg (100.1000.1.210.00.5) to Purch Services, BOE Legal (100.2310.1.340.00.5)

\$3650.00 from E/B Insurance, Reg (100.1000.1.210.00.5) to Lawn/Grounds (100.2600.1.424.00.5)

\$49,800.00 from E/B Insurance, Reg (100.1000.1.210.00.5) to Building Repair (100.2600.1.431.00.5)

\$2090.00 from E/B Insurance, Reg (100.1000.1.210.00.5) to Equipment, Instructional, SE (100.1200.3.731.00.5)

\$28,400.00 from E/B Insurance, Reg (100.1000.1.210.00.5) to Equipment, Media (100.2220.1.731.00.5)

Motion passed unanimously.

XIV. Citizen Participation

Mr. Bowen wanted to thank the school staff and let them know how much the Board appreciates the employees we have.

XV. Adjournment

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

Respectfully submitted,

Kymerli A. Gaylor, Clerk