

EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
April 9, 2026

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

I. Call to Order

Mr. Bowen called the meeting to order at 6:03 PM.

II. Pledge of Allegiance

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

III. Citizens of the Trimester

Students Savannah DeLay, grade 3, and Xander Sughrue, grade 6, 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. Savannah was able to attend the meeting and be congratulated by the Board.

IV. Citizen Participation

None.

V. Approval of Minutes

MOTION: (Minor/Barlow) To approve the Board of Education minutes of the Regular Meeting on March 12, 2026. Motion passed unanimously.

VI. Correspondence, Communication

- Eastford Elementary School Second Trimester Honor Roll
- Letter from Jeannine Spink who taught CPR to grade 8 students
- Letter from Dr. Leake to Dr. Lawrence Filippelli, WA Head of school, regarding renewal of official agreement
- Letter from the Community Foundation of Eastern Connecticut noting the grade 8 awards
- Email from First Selectman Deb Richards noting amount available in the unexpended education fund and asking BOE to consider limiting their 2026-2027 budget increase
- Letter from Dr. Leake to Patricia Morgan of the Beagary Charitable Trust, thanking her for the Trust's \$1800 donation to purchase new soccer team uniforms

VII. Committee Reports

- A. Executive/Personnel— None.
- B. Fiscal— None
- C. Policy— The Board received the minutes of the March 31, 2026 meeting.
- D. Woodstock Academy – None.
- E. EastConn— None.
- F. Long Range Facilities— The Committee met prior to this meeting.
- G. Transportation – None.

- H. Curriculum– None.
- I. Scholarship Steering Committee – None.
- J. School Safety Committee – None.

VIII. Superintendent Report

Provided the BOE with updates including:

- Highlight of the Month – *Lunch with the “Super” Duper Math Troopers
- Educational Leadership – *Facility issues *Cybersecurity issues * Paraeducator growth opportunities * Open door opportunities *Title I eligibility guidelines *BCBA support
- Facilities - *Recent roof leak repairs *Water filtration upgrade quotes
- Finances - *2026-2027 BOE budget presented to BOS *Town meeting dates
- Collaboration and Communication – *Eastern Connecticut Early Start Collaborative *Continued conferencing with Deb Richards
- Comments on selected agenda items

IX. Principal Report

The Board received the Principal’s report which discussed and/or provided the following information:

- Field Trips/ Virtual Field Trips
- Eastford Preschool Program/ Early Start CT and Local Governance Partnership (LGP)
- Data on Student Progress
- High School Information
- Professional Development
- Fall Sports Update
- Upcoming Events
- Special Thanks and Recognition

X. Director of Pupil Services Report

The Board received the April report, which shows changes from the March report.

XI. Unfinished Business

None.

XII. New Business

- A. Policy 5144, Administration of Student Medications in the Schools
- B. Policy 5116, Student Discipline
- D. Policy 3200, Individuals with Disabilities Education Act Fiscal Compliance
MOTION: (Barlow/Bilica) To adopt the revisions to Policy 5144, Administration of Student Medications in the Schools; Policy 5116, Student Discipline and Policy 3200, Individuals with Disabilities Education Act Fiscal Compliance, consistent with the Shipman & Goodwin model policies. Motion passed unanimously.
- C. Policy 6173, Parental Access to Instructional Material
The Board received the policy for first reading.
- E. Policy 3400, Before and After School Program
- F. Policy 3434, Periodic Audit
MOTION: (Barlow/Cote) To repeal Policy 3400, Before and After School Program and Policy 3434, Periodic Audit. Motion passed unanimously.

G. New Policy, Library Collection Development and Maintenance

The Board received the policy for first reading. Mrs. Barlow thanked Michelle Bibeault for playing a big role in putting this policy together.

H. Set last day of school

MOTION: (Ellsworth/Barlow) To set the last day of school for students as June 19, 2026. Motion passed unanimously.

I. Set date of Grade 8 graduation

MOTION: (Ellsworth/Barlow) To set the Grade 8 graduation date as June 18, 2026. Motion passed unanimously.

J. High School Discussion

Mr. Bowen asked whether any Board members would be willing to serve on a committee to review the two high schools, The Woodstock Academy and E.O. Smith. Ms. Cote and Mrs. Barlow volunteered. Mr. Bowen stated that information should be brought back to the Board for their August 2026 meeting.

XIII. Additional Agenda Items

MOTION: (Ellsworth/Minor) To add to the Agenda New Business, XI. K., Revised 2026-2027 Board of Education Budget, Discussion and Possible Action. Motion passed unanimously.

XII. New Business, cont.

K. MOTION: (Bilica/Cote) To submit a revised 2026-2027 Board of Education budget of \$4,934,723, an increase of 3.00% over the 2025-2026 budget, and re-submit it to the Board of Selectman. Voted in favor: Bilica, Cote, Minor. Voted opposed: Barlow, Ellsworth. Motion passed.

XIV. Financial Reports

A. March 2026 Disbursements—sent to BOE via email

B. Monthly Financial Summary, March 2026

The Board received and reviewed the monthly summary.

C. Budget Transfers

MOTION: (Barlow/Cote) To authorize the proposed transfers in the FY 2026 budget:

<u>Amount</u>	<u>Account From</u>	<u>Account To</u>
\$5,000.00	100.1000.1.121.00.5 (Substitutes, Certified)	100.1200.3.121.00.5 (Substitutes, Certified SE)
\$2,000.00	100.2600.1.112.00.5 (Salary, Custodial)	100.2600.1.121.02.5 (Substitutes, Custodial and other)
\$2,041.00	100.2500.1.240.00.5 (Tuition Reimbursement)	100.2500.1.260.00.5 (Insurances, Workers' Comp)
\$890.00	100.2600.1.624.00.5 (Supply, Heat)	100.2140.3.323.00.5 (Purch Svcs, Evals/Consults)
\$12,375.00	100.1000.1.121.04.5 (Substitutes, Building Sub)	100.2190.3.323.03.5 (Purch Svcs, BCBA Consultant)
\$63.00	100.2600.1.624.00.5 (Supply, Heat)	100.2130.1.330.00.5 (School Physician)
\$439.94	100.2600.1.624.00.5 (Supply, Heat)	100.2220.1.340.00.5 (Financial Software)
\$6,000.00	100.1000.1.121.04.5 (Substitutes, Building Sub)	100.2230.1.340.00.5 (Purch Svcs, Educational Services)
\$15,000.00	100.1000.1.111.00.5 (Salary, Teachers Reg Ed)	100.2600.1.340.00.5 (Purch Svcs, Maintenance Services)
\$300.00	100.2500.1.240.00.5 (Tuition Reimbursement)	100.2310.1.521.01.5 (Insurances, Broker Fee)
\$2,220.00	100.1000.1.121.04.5 (Substitutes, Building Sub)	100.1200.3.561.31.5 (Tuition, SE, Woodstock Academy)

\$29,636.00	100.1000.1.121.04.5 (Substitutes, Building Sub)	100.1200.3.563.00.5 (Tuition, SE, Private)
\$1,681.25	100.2600.1.624.00.5 (Supply, Heat)	100.2700.1.580.12.5 (Travel, Sports)
\$237.64	100.1000.1.611.15.5 (Supply, Language Arts)	100.1000.1.611.06.5 (Supply, Science)
\$201.60	100.1000.1.611.12.5 (Supply, Athletic)	100.1200.3.611.08.5 (Supply, Testing, SE)

Motion passed unanimously.

XV. Citizen Participation

None.

XVI. Adjournment

MOTION: (Ellsworth/Cote) Motion to adjourn the Board of Education meeting at 6:49 PM.

Motion passed unanimously.

Respectfully submitted,

Kymerli A. Gaylor, Clerk