EASTFORD BOARD OF EDUCATION
MINUTES OF REGULAR MEETING

Eastford Elementary School
12 Westford Road
Eastford, CT 06242
September 10, 2026

Present: Lauren Barlow, Stephen Bowen, Terry Cote, Robert Ellsworth, Adam Minor, Michele Palulis (6:09 PM)
Absent: Michael Bilica
Also Present: Dr. Donna Leake, Superintendent; Carole McCombe, Principal; Dana Mutch, Director of Special Programs

I. Call to Order
Mr. Bowen called the meeting to order at 6:02 PM.

II. Pledge of Allegiance
Mr. Bowen led those in attendance in reciting 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 August 20, 2026. Motion passed unanimously.

V. Correspondence, Communication
- Agenda for the September 10, 2026 Ad Hoc High School Committee Meeting
- Letter from the State confirming the submission of Eastford's 2026-27 Leader and Educator Evaluation and Support Plan Checklist
- Letter from the State with Guidance and Resources Pertaining to Immigration Activities
- Flyer from the State Education Resource Center (SERC) on Dyslexia in Connecticut

VI. Committee Reports
A. Executive/Personnel— None.
B. Fiscal— None.
C. Policy— None.
D. Woodstock Academy – Mr. Ellsworth stated The Academy had a good beginning to the school year.
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 - *Successful start to the new school year

- Educational Leadership - *Obtained mentorship support *Met with administration *Met with C.A.B.E. staff *Negotiations discussions with Attorney *Follow up with Sunwealth, LaFramboise and Willco
- Finances - *Reviewing budget allocations in current budgets
- Collaboration - *Roof and cupola projects completed *Area Superintendents established their 26-27 meeting schedule *Soccer field concerns addressed
- 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
- 2026-2027 School Year Update
- Eastford Preschool Program/ Early Start CT and Local Governance Partnership (LGP)
- Data on Student Progress
- School Climate Survey and Progress Toward Goals
- 2026 Fall Sports Update
- Upcoming events

IX. Director of Special Programs Report

The Board received the September report, which showed changes from the June report.

X. Unfinished Business

None.

XI. New Business

A. Discussion from Ad Hoc High School Committee

Ms. Cote and Mrs. Barlow spoke about the formatting of the Community Conversation scheduled for September 24. It was requested that Mr. Bowen open and close the meeting, and Nick Caruso from C.A.B.E. will act as moderator. Mr. Caruso suggested turning the Conversations into a Special Meeting of the Board, which the Board discussed and opted against doing.

Ms. Cote shared some student cost scenarios with the Board, and it was decided that a "Frequently Asked Questions' document would be compiled for distribution the night of the Conversations.

B. Discussion and Possible Action on Building Use request

Mr. Bowen shared his thoughts on Frog Rock's request, noting the need for the gymnasium and bathrooms to be cleaned after the building is used. To lower Frog Rock's cost and maintain the cleanliness of the school, he suggested Frog Rock be allowed to open the building and then they would reimburse the school for two hours of a custodian's time to clean and lock up after each Saturday session. Following the Board policy, the building would remain closed if a custodian is not secured. The Board agreed that Mr. Hutchings would be the only individual given building access.

MOTION: (Barlow/Palulis) To allow Frog Rock Youth Basketball to have access to open the school building, depending upon whether a custodian is available to clean and lock up following each session. Voted For: Barlow, Cote, Minor, Palulis. Abstained: Ellsworth. Motion passed.

XII. Additional Agenda Items

None.

XII. Financial Reports

A. August 2026 Disbursements–sent to BOE via email

B. Monthly Financial Summary, August 2026
The Board received and reviewed the monthly summary.

C. Budget Transfers
None.

XIV. Citizen Participation

None.

XV. Adjournment

MOTION: (Ellsworth/Palulis) Motion to adjourn the Board of Education meeting at 6:47 PM. Motion passed unanimously.

Respectfully submitted,

Kymberli A. Gaylor, Clerk