

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT 06232
Regular Board of Education Meeting
Wednesday October 11, 2017
School Library**

PRESENT: Chairman Shannon Loudon, Danielle Maguire, Cynthia Murray, Gerard Cremé,
Lisa Hewett

ABSENT: Jay Linddy, Michael Russo

ADMINISTRATION: Sally Doyen, Superintendent
John Briody, Principal/Director of Curriculum

OTHERS: Jamie Webber, Teacher; Dean Miller, Teacher; Jennie Morrell, Teacher; Lisa
Turgeon, Teacher; Sarah Warriner, Parent; Melissa Kjellquist, Parent; Daniel
Foran, Parent; Lauren Yandow, Reporter.

1. Call to Order/Pledge of Allegiance

The meeting was called to order at 7:00 followed by the Pledge of Allegiance led by C. Murray.

2. Comments from the Public & Other Communications

D. Foran noted that he would like to comment on the budget cuts that are being proposed.

3. Approval of Minutes

Special Meeting of September 13, 2017

Motion made by G. Cremé to approve the minutes of the Special Meeting of September 13, 2017. Motion was seconded by L. Hewett.

4- 0 -1 (C. Murray) (PASSED)

4. Opportunity to Add or Delete Agenda Items

Superintendent Doyen requested that Item 6D.5 be removed and Item 7C be removed and replaced with Item F: Approve request for a leave of absence for maternity/child-rearing leave submitted by Megan Jacobs. Also add Item 7G: Authorize the Superintendent of Schools to pursue possible reductions in the current 2017-2018 education budget and Item 7H: Appoint Shannon Loudon to represent the Board of Education on the Capital Improvement Planning Committee.

5. Celebrations

G. Cremé's birthday was celebrated and refreshments were shared.

6. Reports

A. Chairperson's Oral Report – None.

B. Assistant Principal/Director of Special Education's Report

Superintendent Doyen reported that Suzanne Guglietta is leaving the district. Her report is in the packet. Superintendent Doyen noted that the number of births has increased in 2016. New Gifted and Talented legislation took effect July 1st. Speech & Language training was offered as Personalized Professional Development on October 10th.

C. Principal/Director of Curriculum's Report

J. Briody noted that the summer reading celebration was held on Friday. Principal Briody presented a Power Point presentation on the Smarter Balance and CMT scores. It was noted that $\frac{3}{4}$ of the students at AES are meeting goal or above. The scores were presented to parents on Curriculum Night and also to staff. Teachers and staff were congratulated. Next month there are parent conferences, and a Veterans' Day Celebration.

D. Superintendent's Report

1. Updates – Superintendent Doyen noted the water system is on hold.
2. Roof Update – the committee met two weeks ago, and two final bills were approved. The Board has to accept the project as complete and a cost work sheet needs to be submitted to close out the project. The Roof Committee will stay as a group for about a year. It is a Town committee.
3. 2017-2018 Budget Status (Attachments)
Superintendent Doyen reviewed the letter that was sent to the Town Board of Finance. S. Loudon reported that she and the superintendent attended the meetings of the Board of Selectmen and the Board of Finance last week. \$1.6 – \$1.8 million could potentially be cut in ECS Funding between AES and RHAM. The Legislature is still working on the State budget. The superintendent has contacted area legislators. The amount of potential cuts for AES may be close to \$830,000.00. Superintendent Doyen has spoken with the teachers' union representatives to discuss eliminating three days of school beyond the 180 day requirement. This would have to be negotiated with the teachers' union. There is no formula or method to do this. Superintendent Doyen has contacted the non-certified union representative as well. Superintendent Doyen is trying to get information to be prepared. She has also been in touch with professional groups.
4. Student Assessment Report
This was reviewed during Principal Briody's presentation.
5. Establish Board of Education Meeting Schedule for 2018
The proposed schedule was reviewed.
6. Discussion of Board of Education Member to Serve on Andover's Capital Improvement Planning (CIP) Committee
S. Loudon has agreed to serve on this committee.

E. Enrollment Report

This was reviewed. The total of 204 is the same as last month.

F. Financial Report

This updated report was distributed by the superintendent. Certified salaries are encumbered. Non-certified and substitute salaries will be encumbered. Other Services – busing has been encumbered. Special Education and magnet schools are encumbered. Supplies include utilities. The heating oil/diesel fuel contract is not ready yet. It is through a consortium. It was noted that \$78,000.00 was returned to the Town this past fiscal year. L. Hewett questioned the health insurance line item. Superintendent Doyen noted that more people signed up this year. The line item is encumbered.

7. Action Items

- A. Approve Requisition 6 in the amount of \$25,534.69 and Requisition 7 – Final in the amount of \$10,213.88 to Imperial Roofing for completion of Partial Roof Replacement Project #001-0015RR (Attachments).

Motion made by D. Maguire to approve Requisition 6 in the amount of \$25,534.69 and Requisition 7 – Final in the amount of \$10,213.88 to Imperial Roofing for completion of Partial Roof Replacement Project #001-0015RR (Attachments). Motion was seconded by G. Cremé.

5- 0 -0 (PASSED)

- B. Accept Project #001-0015RR as complete and close out same project.

Motion made by G. Cremé to Accept Project #001-0015RR as complete and close out same project. Motion was seconded by D. Maguire.

5- 0 -0 (PASSED)

- C. Approve submission of ineligible and Limited Eligible Costs Worksheet for Project #001-0015RR to State DAS (Attachment).

Motion made by C. Murray to approve submission of ineligible and Limited Eligible Costs Worksheet for Project #001-0015RR to State DAS (Attachment). Motion was seconded by G. Cremé.

5- 0 -0 (PASSED)

- D. Approve Revised Policy #4111 Recruitment and Selection (Attachment).

Motion made by L. Hewett to approve Revised Policy #4111 Recruitment and Selection (Attachment). Motion was seconded by D. Maguire.

5- 0 -0 (PASSED)

- E. Approve Revised Policy #5114 Suspension and Expulsion/Due Process (Attachment).

Motion made by C. Murray to approve Revised Policy #5114 Suspension and Expulsion/Due Process. Motion was seconded by G. Cremé.

5- 0 -0 (PASSED)

- F. Approve request for a leave of absence for maternity/child rearing leave submitted by Megan Jacobs.

Motion made by G. Cremé to approve request for a leave of absence for maternity/child rearing leave submitted by Megan Jacobs. Motion was seconded by L. Hewett.

5- 0 -0 (PASSED)

- G. Authorize the Superintendent of Schools to pursue possible reductions in the current 2017-2018 education budget.

Motion made by D. Maguire to authorize the Superintendent of Schools to pursue possible reductions in the current 2017-2018 education budget. Motion seconded by C. Murray.

5- 0 -0 (PASSED)

- H. Discussion of Board of Education member to serve on Andover's Capital Improvement Planning Committee.

Motion made by G. Cremé to appoint S. Loudon to the Town CIP Committee. Motion seconded by L. Hewett

5- 0 -0 (PASSED)

8. Comments From the Public on Agenda Items

D. Foran, parent (19 Ridge Road), inquired if the potential cuts reflect not sending kids on field trips, and asked if the vice principal position is filled by contract and what is the salary and is that public information. S. Loudon responded that the Board just learned tonight of the resignation of Suzanne Guglietta. Her salary is public information, and it is \$102,168.00 this year as of July 1st. All but three employees in the building are represented by unions. Some contracts are three or four years: Non-certified contract is 7/1/16 – 6/30/20; Andover Education Association (teachers' union) is 7/1/17 – 6/30/21; Administrators' is 7/1/16-6/30/19. Contract negotiations are begun a year in advance. There were \$150,000.00 potential cuts discussed at the September meeting. D. Foran noted that he understands the mission of AES, but cuts affect the classroom. S. Loudon noted that cuts affect the entire school. Mr. Foran was encouraged to attend BOE and other board meetings. The demographics of the Town were discussed. Lisa Turgeon (46 Lakeside Drive) said she appreciates the support of the Board. Dean Miller mentioned that he also feels the support of parents and the Board. S. Loudon noted that everybody is affected in the State. The bottom line is to contact the legislators.

9. Executive Session

Motion made by C. Murray to enter into Executive Session at 8:10 p.m. and to invite Superintendent Doyen for the purpose of contract negotiations. Motion seconded by G. Cremé.

5- 0 -0 (PASSED)

10. Upcoming Meetings

Regular Board Meeting – November 8, 2017

11. Adjournment

Motion made by D. Maguire to adjourn the meeting. Motion was seconded by C. Murray.

5- 0 -0 (PASSED)

Meeting adjourned at 9:40 p.m.

Respectfully Submitted

Kathleen E. Chapman, Board Clerk