

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT 06232  
Regular Board of Education Meeting  
Wednesday, March 11, 2020  
School Library**

**PRESENT:** Chairperson Shannon Loudon, Gerard Cremé, Daniel Foran (late arrival), Lisa Hewett, Steven Fuss, Cynthia Murray

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

**OTHERS:** Laura Edwards (Business Manager), Members of the Andover Elementary School Staff and Members of the Community

**1. Call to order/ Pledge of Allegiance**

The meeting was called to order at 7:02 p.m. followed by the Pledge of Allegiance led by Chairperson, S. Loudon.

**2. Comments from the Public**

Laura Bush, Teacher, remarked that Andover Elementary School is beyond a “School of Distinction”. AES is one of the highest scoring schools in the state and she wanted to thank everyone for all their efforts. J. Hebert, 134 Bear Swamp Rd., would like to see a responsible budget. K. Haggerty, 249 Long Hill Rd., brought a letter to share. Melissa Loteczka, Teacher, commented on adding a subcommittee to the Safe School Climate Committee.

**3. Communications**

- S. Doyen presented information regarding COVID-19. She stated that action is being taken to prevent the spread of the virus within the school.
- J. Briody visited the classrooms and reminded the students about handwashing and discussed the COVID-19 virus.
- A vacancy notice was sent out seeking a new Board of Education member.
- Leave of absence request from L. Hadley.
- Town request for use of AES gym for November, 2020 elections.

**4. Approval of minutes**

G. Cremé made a motion to approve the Special Board of Education Meeting Minutes from February 5, 2020. C. Murray seconded the motion.

**4-0-1 (PASSED) S. Fuss abstained**

G. Cremé made a motion to approve the Special Board of Education Meeting Minutes from February 12, 2020. L. Hewett seconded the motion.

**3-0-2 (PASSED) S. Fuss, C. Murray abstained**

S. Fuss made a motion to approve the Special Board of Education Meeting Minutes from February 27, 2020. Gerard Cremé seconded the motion, with corrections.

**4-0-1 (PASSED) L. Hewett abstained**

**5. Opportunity to Add or Delete Agenda Items**

Discussion in regards to adding a Subcommittee to the Safe School Climate Committee added under 7.C.2e.

**6. Celebrations**

J. Briody provided a handout regarding Read Across America and the school spelling bee.

**7. Reports**

**A. Chairperson's Oral Report**

S. Loudon reported the discussion that took place during her recent attendance at a CABE workshop.

**B. Principal's Report**

J. Briody reviewed: Celebrations, update on COVID-19 precautions, preschool numbers, and the end of the current trimester on February 13.

**C. Superintendent's Report**

**1. Updates**

Previous update on Health and COVID-19; union negotiations for non-certified staff have started.

**2. Items for Discussion & Actions**

**a. Review of Handouts Provided at February 27 Meeting**

- S. Doyen reviewed all the handouts with the Board. A BOE discussion of next steps will occur.
- L. Edwards provided and walked through a handout on the Budget Reduction Considerations.

**b. Information Requested from Previous Meetings**

**1-5.** Handouts and information were provided in response to the questions from previous meetings and they were reviewed.

**c. AES Budget 2020/2021 Discussion**

- The Board of Education agreed to reduce the number of buses from five to four.
- L. Edwards provided a handout regarding the Budget Reduction considerations.
- G. Cremé stated that we have a responsible budget and wants to submit it to the Board of Finance. S. Loudon agreed.

**G. Cremé made a motion to approve the 2020-2021 School Budget in the amount of \$ 4,010,755. S. Fuss seconded the motion.**

**6-0-0 (PASSED)**

**d. Use of School Improvement Fund**

L. Edwards provided a handout explaining the use of this fund.

**e. Safe School Climate Committee**

John Briody reviewed current functions of the Committee. Discussion included adding a Subcommittee. S. Fuss suggested tabling this discussion until next month and to ask CABE to outline “best practices.”

**D. Enrollment Report**

A handout was provided. There was an increase of eleven students across grades 2-5.

**E. Financial Report**

A packet of financial information was provided with a further breakdown of expenses as requested.

**F. Health Room Report**

A handout was provided. No students had virus symptoms. D. Foran requested information on when the AED’s were updated last. J. Briody will find out.

**8. Other Action Items**

**A. Approve the Use of AES Gym for November 2020 Election**

C. Murray made a motion to approve. D. Foran Seconded the motion.

**6-0-0 (PASSED)**

**B. Approve Leave of Absence for L. Hadley as presented.**

S. Fuss made a motion to approve. L. Hewett seconded the motion.

**6-0-0 (PASSED)**

**9. Comments from the Public on Agenda Items**

- Jessica Talaga, 140 Hebron Rd., expressed concerns regarding the reduction of buses.
- Joanne Hebert, 134 Bear Swamp Rd., stated that she feels Special Education is important and hopes for an appropriate number of teachers.

- Kelly Haggerty, 249 Long Hill Rd., spoke on behalf of the School Climate Committee. She feels they are unable to gain traction in the meetings.
- Cathy Palazzi, 100 Hutchinson Rd., agrees with G. Cremé regarding having a responsible budget. Thanks to S. Loudén for keeping such great order at Board of Education Meetings.
- Paula King, 36 Oak Farms Rd., is grateful for the students' safety, the Board of Education and G. Cremé's remark about having a responsible budget.

Special thanks to Anne Cremé for being the videographer at tonight's meeting.

#### **10. Executive Session**

- G. Cremé made a motion to enter into Executive Session at 9:58 p.m. S. Fuss seconded the motion.

**6-0-0 (PASSED)**

The BOE exited Executive Session at 10:32 p.m.

G. Cremé made a motion to increase the 2020-21 salary of the AES Business Manager by 2.5%, effective July 1, 2020.

**6-0-0 (PASSED)**

#### **11. Upcoming Meetings**

Regular Board of Education Meeting – April 8, 2020

#### **12. Adjournment**

C. Murray moved to adjourn at 10:36 PM. S. Loudén seconded.

**6-0-0 (PASSED)**

**Respectfully Submitted,**

**Cynthia Bourassa, Board Clerk**