

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT 06232  
Regular Board of Education Meeting  
Wednesday, April 10, 2019  
School Library**

**PRESENT:** Chairperson Shannon Louden, Danielle Maguire, Gerard Cremé, Lisa Hewett

**ABSENT:** Cynthia Murray, Michael Russo, Jay Linddy

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

**OTHERS:** Kirstina Frazier, Teacher; Matthew Piros, Teacher; Catherine Palazzi

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

The meeting was called to order at 7:00 p.m., followed by the Pledge of Allegiance

**2. Comments from the Public – None.**

**3. Approval of Minutes**

Special Meeting of March 14, 2019

**Motion to approve the minutes of March 14, 2019 Special Meeting was made by D. Maguire with the following corrections; Item 9 change vote to 5:0:0. Change time of Executive Session ending to 9:04 p.m. Motion passed unanimously.**

**4- 0 -0 (PASSED)**

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

Superintendent Doyen requested to add items 7.B and 7.C.

**5. Celebrations – None.**

**6. Reports**

A. Chairperson's Oral Report – None.

B. Principal's Report – J. Briody noted that April vacation is two days away. June 12<sup>th</sup> will be the last day of school. The Board will have e-mail accounts. Parent/Teacher Conferences were last Friday. The Step Up ceremony will be held at 10:30 a.m. on the last day of school. S. Louden will speak. June 7<sup>th</sup> is Field Day. Activities are ramping up.

C. Superintendent's Report

1. Updates – the cafeteria and Food Service passed their yearly inspections. Installation of LED lights has saved approximately \$5,000.00 in utilities.
2. Oil Tank Liability Level – a letter from CIRMA was reviewed. Options for oil tanks have been discussed with Town Administrator on levels of coverage. Waiting for an answer.
3. Follow Up on Shared Space/Architect's Report – a summary of communications regarding the possible change of use of the 3/4 grade wing was reviewed by Superintendent Doyen. Possible next steps and options for the Board were reviewed. Costs reviewed. Code requirements for fresh air will be required.

S. Loudon will research further. S. Loudon suggested a joint meeting with the Board of Selectmen. Discussion of a Town Meeting. Discussion of letter to Board of Selectmen from the Superintendent.

4. Staff Members' Children in Classrooms During Contracted Hours – language change in policy reviewed.

5. RULER Initiative/School of Distinction

School of Distinction explained by J. Briody. Andover is one of 13 schools in the State that met all five goals. There was an article in the Willimantic Chronicle. RULER approach explained. Staff would need to be trained. J. Briody attended a training in February. Two teachers would attend training in July along with the principal. There is a year of training before implementation.

- D. Enrollment Report

There has been an increase of two in Pre-K. Enrollment and staffing over the last five years was distributed by Superintendent Doyen and reviewed.

- E. Financial Report

Spring facility projects were reviewed. Capital Improvement Projects reviewed. The list has been prioritized. Two percent of the budget can be put aside in School Improvement Fund. The Student Council has been fundraising for a swing set.

- F. Health Room Report – Reviewed.

## 7. Action Items

- A. Approve Non-Renewal of Non-Tenured Teacher

**Motion made by L. Hewett to approve Non-Renewal of Andover Non-Tenured Teacher Heidi Hand, in accordance with Connecticut General Statutes Section 10-151, with regret. Motion seconded by G. Cremé. Motion passed unanimously.**

**4- 0 -0 (PASSED)**

- B. Instruct Superintendent to schedule, along with the Town Administrator, a joint meeting between the Board of Education and the Board of Selectmen to discuss the April 5, 2019 Reconfiguration Report and possible next steps

**Motion made by D. Maguire to instruct Superintendent to schedule, along with the Town Administrator, a joint meeting between the Board of Education and the Board of Selectmen to discuss the April 5, 2019 Reconfiguration Report and possible next steps. Motion seconded by G. Cremé. Motion passed unanimously.**

**4- 0 -0 (PASSED)**

- C. Approve the facility projects as presented tonight to be encumbered by June 30, 2019 as funds and time allow.

**Motion made by G. Cremé to approve the facility projects as presented tonight to be encumbered by June 30, 2019 as funds and time allow. Motion seconded by L. Hewett. Motion passed unanimously.**

**4- 0 -0 (PASSED)**

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

Matthew Piros commented that the policy on children of staff in the classroom could lead to a larger decline in enrollment.

Catherine Palazzi commented that it was hoped that the quotes for the reconfiguring and reuse of the 3rd/4th grade wing HVAC would be \$150,000.00 or less.

The seniors and Mrs. Adanti, 6<sup>th</sup> graders, and the Student Council, have been crocheting mats out of plastic bags. The last day was today. The project will be continued next Thursday. Another project with the 6<sup>th</sup> grade is how to vote in the municipal election.

Transportation to the Andover Lake for students in the summer Recreation Commission program will be provided.

**9. Executive Session – For the Purpose of Contract Negotiations**

**Motion made by D. Maguire to enter into Executive Session at 8:29 p.m. for the purpose of Contract Negotiations and to invite the Superintendent and Principal Briody. Motion seconded by G. Cremé. Motion passed unanimously.**

**4- 0 -0 (PASSED)**

The Board exited Executive Session at 8:35 p.m.

**10. Upcoming Meetings**

Regular Board Meeting – May 8, 2019

Items for Next Meeting

**11. Adjournment**

**Motion made by D. Maguire to adjourn the meeting at 8:36 p.m. Motion seconded by L. Hewett. Motion passed unanimously.**

**4- 0 -0 (PASSED)**

Respectfully Submitted,

Kathleen E. Chapman, Board Clerk