

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT 06232
Regular Board of Education Meeting
Wednesday September 13, 2017
School Library**

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

ABSENT: Jay Linddy, Mike Russo, Cindy Murray

ADMINISTRATION: Sally Doyen, Superintendent
John Briody, Principal/Director of Curriculum
Suzanne Guglietta, Assistant Principal/Special Education Director

OTHERS: Krysta Cariboni, teacher; Jennie Morrell, teacher; Jennifer Hebert, teacher;
Melissa Loteczka, teacher; Lauren Yandow, Rivereast

Superintendent Doyen called for the election of officers for 2017-2018. G. Cremé nominated S. Louden as Chairperson for 2017-2018. Nomination was seconded by D. Maguire.

4- 0 -0 (PASSED)

S. Louden asked for nomination for Vice Chairperson. D. Maguire nominated G. Cremé. Nomination was seconded by L. Hewett.

4- 0 -0 (PASSED)

S. Louden asked for nominations for secretary. D. Maguire nominated L. Hewett. Nomination was seconded by. G. Cremé.

4- 0 -0 (PASSED)

- 1. Call to Order/Pledge of Allegiance**
The meeting was called to order at 7:02 p.m. followed by the Pledge of Allegiance.
- 2. Comments from the Public – None.**
- 3. Approval of Minutes**
Special Meeting of August 23, 2017

Motion to approve the minutes of August 23, 2017 special meeting was made by D. Maguire. Motion was seconded by G. Cremé. The minutes were corrected as follows: add L. Hewett as absent on page 1, change 17 to 16 new students on page 1, on page 4 change first motion as being made by M. Russo, seconded by G. Cremé. Change second motion on page 4 to motion made by D. Maguire.

3- 0 -1 (L. Hewett) (PASSED)

- 4. Opportunity to Add or Delete Agenda Items**
Superintendent Doyen requested to remove items 7.A, 7.B, and 7.C as the Roof Committee was unable to meet this evening. S. Louden requested to add agenda item representative for the Capital Improvement Plan Committee. She has received a letter from the Town Clerk requesting this.

5. Celebrations

The Board toured the newly renovated Pre-K bathroom and outdoor pavilion. A covered sandbox is also in place.

6. Reports**A. Chairperson's Oral Report – none**

Item D2 Report from the School Climate Committee was moved up on the agenda. Superintendent Doyen introduced the members of the committee. They did a presentation on the summary from the survey of the school from last year. Summary information sheet was distributed and reviewed. There were positive comments from staff and parents. 63 parents, 35 staff, and 68 students in grades 3 and 6 responded to the survey. The activities and accomplishments of the committee were reviewed. It was a very productive year. G. Cremé thanked the committee for their work. Data from the survey was distributed and reviewed.

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

S. Guglietta reported that there are 26 students in Pre-K this month. All are from Andover. There are three school readiness slots still open. Mrs. Morrell was thanked for her participation and the collaboration of the Pre-K team was commended. Benchmark assessments are delayed until tomorrow. There are 9 students that have IEPs identified as Special Needs. There are an additional 6 students with a 504 designation. There are a couple of referrals pending.

C. Principal/Director of Curriculum's Report

J. Briody reported that the opening day ceremony went well. A ribbon cutting ceremony was held in the Pre-K area. The town administrator attended. The 6th grade held team building the next day. Curriculum Night will be held on September 19th. S. Loudon noted that there is a Town Meeting that night. A separate night for Pre-K will be held in October. S. Loudon noted that the Board minutes and agenda are not on the Town website. She has reached out to the town administrator.

D. Superintendent's Report

1. Updates – Superintendent Doyen reported that a workshop for the Board will be held with Board Attorney Gary Brochu on November 1st. An outline of the presentation will be sent to Board members.
2. School Climate Committee Presentation (see 6.A above).
3. Roof update – Superintendent Doyen reported that the roof work is finished but final bills are to be paid. The Roof Committee will try to meet before the next Board of Education meeting. CHRO has completed their paperwork. There are two more bills to be approved at the next Board meeting.
4. Update of Budgets for 2016-2017 and 2017-2018 – Superintendent Doyen reported that approximately \$78,000.00 was unexpended in the 2016-2017 budget. One percent (1%) of the budget (≈ \$43,000.00) will be asked to be moved to the non-lapsing account at the Town. Superintendent Doyen has communicated this action and the final transfers to the Board of Selectmen. 2017-2018 is still in limbo. There is a tentative vote scheduled for tomorrow by the Legislature.

5. Connecticut School Security Competitive Grant Program
The application is in the packet for tonight. This grant is a reimbursement for actual expenditures over the past two years. It is due October 2nd. The interim resident trooper has reviewed security at the school.
6. Safe Routes to School; Transportation Policy #3541
Superintendent Doyen reported that she has spoken with Eric Anderson who presented at last month's meeting. She has also met with the town of Mansfield who is involved in their own project. The superintendent will also be meeting with Dattco to find out where students are located. The Transportation Policy was reviewed.
7. "Keepin' It Real" – New DARE Curriculum
J. Briody reported that the program will be held earlier in the school year, in the fall, one day a week. The program will be wrapped up by the holiday break. It could possibly start on September 25th. S. Loudon has spoken to the interim resident trooper.
8. Review Amended Policy #4111 Recruitment and Selection
This is the first reading for this new policy.
9. Review Amended Policy #5114 Suspension and Expulsion/Due Process
This is the first reading for this policy.

E. Enrollment Report
The report was reviewed. One family has moved out. There are 10 new students this year. Two new students enrolled since Monday.

F. Financial Report
The new format was reviewed.

7. Action Items

- D. Approve Submission of School Security Competitive Grant Program for Partial Reimbursement

Motion made by D. Maguire to approve submission of School Security Competitive Grant Program with a request for partial reimbursement. Motion was seconded by G. Cremé.

4- 0 -0 (PASSED)

- E. Request to the Board of Finance that Unexpended Funds in the amount of 1% of the 2016-2017 budget (\$43,208.00) be placed in the School Improvement Non-Lapsing Account within the Town of Andover budget.

Motion made by D. Maguire to request to the Board of Finance that Unexpended Funds in the amount of the 2016-2017 budget (\$43,208.00) be placed in the School Improvement Non-Lapsing Account with the Town of Andover budget. Motion was seconded by G. Cremé.

4- 0 -0 (PASSED)

- F. Approve budget transfers within the 2016-2017 budget and communicate the transfers to the Andover Board of Selectmen

Motion made by L. Hewett to approve budget transfers within the 2016-2017 budget and communicate the transfers to the Andover Board of Selectmen. Motion was seconded by G. Cremé.

4- 0 -0 (PASSED)

- G. Approve Policy #5113.2 Truancy

Motion made by G. Cremé to approve Policy #5113.2 Truancy. Motion was seconded by D. Maguire.

4- 0 -0 (PASSED)

- H. Approve Policy #5125 Student Records, Confidentiality

Motion made by G. Cremé to approve Policy #5125 Student Records, Confidentiality. Motion was seconded by D. Maguire.

4- 0 -0 (PASSED)

- 8. Comments from the Public on Agenda Items – None.**

- 9. Executive Session for the Purpose of Contract Negotiations**

Motion made by G. Cremé to enter into Executive Session at 8:27 p.m. for the purpose of contract negotiations and to include Superintendent Doyen. Motion was seconded by L. Hewett.

4- 0 -0 (PASSED)

Executive Session ended at 9:46 p.m.

- 10. Upcoming Meetings**

Regular Board Meeting – October 11, 2017
Items for next meeting

- 11. Adjournment**

Motion made by G. Cremé to adjourn the meeting. Motion was seconded by D. Maguire.

4- 0 -0 (PASSED)

Meeting adjourned at 9:48 p.m.

Respectfully Submitted,

Kathleen E. Chapman, Board Clerk