

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT 06232  
Regular Board of Education Meeting  
Wednesday, November 14, 2018  
School Library**

**PRESENT:** Chairperson Shannon Loudon, Danielle Maguire, Gerard Cremé, Lisa Hewett, Michael Russo

**ABSENT:** Cynthia Murray, Jay Linddy

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

**OTHERS:** Catherine Palazzi, Mike Palazzi, Joel Landry, Daniel Foran, Kirsten Erlandsen, Melissa Kjellquist, Ryan Hoisington, Theresa Kelly, Jennifer Hebert/Teacher, Charlene DelMastro, Kirstina Frazier/Teacher, Crystal Adanti/Teacher, Members of the Student Council, Sloan Brewster, Rivereast.

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

The meeting was called to order at 7:00 p.m. by S. Loudon followed by the Pledge of Allegiance led by members of the Student Council.

**2. Comments from the Public & Other Communications**

C. Palazzi thanked the Board, Superintendent Doyen, and Principal Briody for their help with the space for seniors.

**3. Approval of Minutes**

**Regular Meeting of October 10, 2018**

A motion to approve the minutes of October 10, 2018 regular meeting was made by D. Maguire, with the following changes noted: Item 3, change vote to 5- 0 -1; Item 11, change M. Russo to G. Cremé, seconded by M. Russo. Motion passed unanimously.

**5- 0 -0 (PASSED)**

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

Superintendent Doyen requested to add Item 7C – Approve Letter From Board of Education to Board of Selectmen, and Item 7D – Approve Letter From Board of Education to Board of Finance.

**5. Celebrations**

S. Loudon thanked the members of the Student Council and their parents for attending.

**6. Reports**

**A. Chairperson's Oral Report – None.**

**B. Principal's Report**

1. Student Council Presentation – Members of the Student Council presented information on their ideas for 2018-2019. They explained the growing towers, playground grants, and fencing. Members of the Board were served salads grown from the growing towers.

2. Principal Briody reported that Parent-Teacher Conferences held on November 1<sup>st</sup> and 2<sup>nd</sup> went well, and the turnout was good. The next conferences will be held in March. Intergenerational Day will be held on Wednesday. A School Safety presentation was held on October 23<sup>rd</sup>. The Journal Inquirer did an article on safety (which was distributed). The December meeting will have more information on the Makerspace. The 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> grades are using the Makerspace every week. The Winter Concert will be held on December 13<sup>th</sup>.

#### **C. Superintendent's Report**

1. *Updates* – The mockup of an updated card with information on the Town and AES was displayed. This will be printed and distributed to local realtors.
2. *Repurposing of the 3/4 Wing of School* – Superintendent Doyen discussed the email from Eric Anderson, Chair of the Planning and Zoning Committee. There will be a walk-through with prospective architects tomorrow, November 15<sup>th</sup>, at 4:00 p.m. Discussion followed concerning the agreement with the Town. A tentative timeline for reconfiguration of the 3/4 grade wing was reviewed.
3. *Discussion of COOL Summer Program* – There is an ongoing discussion with Amy Knox regarding using the school for a summer program. A survey has gone out to parents. There have been 24 responses so far. A suggestion of only July was made by administration. The survey link was discussed. Time frames and transportation were discussed.
4. *Update of Board Two-Year Goals* – Some goals have already been completed. This year and next year goals were reviewed.
5. *Discussion of 2019-2020 School Calendar* – This rough draft was reviewed.

**D. Enrollment Report** – This was reviewed. Enrollment is + 1. There will be one more Pre-K student in January. There are 24 3-year-olds in Pre-K and 13 4-year-olds.

**E. Financial Report** – Magnet school tuition is being corrected as one student moved out of Andover.

**F. Health Room Report** – This was reviewed.

#### **7. Action Items**

- A. Authorize Superintendent to Work with Town Administrator to Review Written Agreement for Building Usage.

**Motion made by M. Russo to authorize the superintendent to work with the Town administrator to review the written agreement for building usage. Motion seconded by G. Cremé. Motion passed unanimously.**

**5- 0 -0 (PASSED)**

- B. Approve Following New/Revised Board Policies: 4111.3 Minority Recruitment (NEW), 5113.2 Truancy (REVISED), 5141.4 Reporting of Child Abuse, Neglect, and Sexual Assault (REVISED).

**Motion made by G.Cremé to approve the following new/revised Board policies: 4111.3 Minority Recruitment (NEW), 5113.2 Truancy (REVISED), 5141.4 Reporting of Child Abuse, Neglect, and Sexual Assault (REVISED). Motion seconded by D. Maguire. A confidential Rapid Response team has been formed. Motion passed unanimously.**

**5- 0 -0 (PASSED)**

C. Approve Letter From Board of Education to Board of Selectmen, as presented tonight.

**Motion made by D. Maguire to approve letter from Board of Education to Board of Selectmen as presented tonight. Motion seconded by G.Cremé. Motion passed unanimously.**

**5- 0 -0 (PASSED)**

D. Approve Letter From Board of Education to Board of Finance, as presented tonight.

**Motion made by G. Cremé to approve letter from Board of Education to Board of Finance as presented tonight. Motion seconded by D. Maguire. Motion passed unanimously.**

**5- 0 -0 (PASSED)**

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

**9. Executive Session for the Purpose of Personnel and Contract Negotiations**

**Motion made by M. Russo to enter into Executive Session at 7:55 p.m. for the purpose of Personnel and Contract Negotiations, and to invite Principal Briody and Superintendent Doyen. Motion seconded by L. Hewett. Motion passed unanimously.**

**5- 0 -0 (PASSED)**

Exited Executive Session at 8:39 p.m.

**10. Upcoming Meetings –Board meeting December 12, 2018.**

**11. Adjournment**

**Motion made by D. Maguire to adjourn the meeting at 8:40 p.m. Motion seconded by G. Cremé. Motion passed unanimously.**

**5- 0 -0 (PASSED)**

**Respectfully Submitted**

**Kathleen E. Chapman, Board Clerk**