

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT 06232  
Regular Board of Education Meeting  
Wednesday, October 10, 2018  
School Library**

**PRESENT:** Chairperson Shannon Louden, Danielle Maguire, Cynthia Murray, Gerard Cremé, Lisa Hewett, Michael Russo

**ABSENT:** Jay Linddy

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

**OTHERS:** Kathy Hartnett/Teacher, Jenn LaRosee/Teacher, Kirstina Frazier/Teacher, Barbara Wilson, Kyle Hewett, Sloan Brewster/Rivereast

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

The meeting was called to order at 7:30 p.m., followed by the Pledge of Allegiance led by S. Louden.

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

**3. Approval of Minutes**

Regular Meeting of September 12, 2018

**A motion to approve the minutes of the September 12, 2018 regular meeting was made by M. Russo with the following correction: page 4, change 11 to 10. Motion seconded by G. Cremé. Motion passed with D. Maguire abstaining.**

**5- 0 -1 (PASSED)**

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

Superintendent Doyen requested to delete item 6.C.2. Add Action Item 7.C Discuss with Town of Andover Administrator potential coordination of resources to repurpose AES space for possible Town of Andover use and develop an RFQ for architectural services. Add Action Item 7.E Approve an Eagle Scout project to build four picnic tables for Andover Elementary School and provide funding up to \$500.00. Add Action Item 7.F Request Andover Board of Finance that up to \$175,000.00 from the Andover Board of Education's unexpended funds in the 2017-2018 AES budget be deposited into the School Improvement Reserve Fund for building renovations for Town use.

**5. Celebrations**

It is G.Cremé's birthday today.

## 6. Reports

- A. Chairperson's Oral Report – No report.
- B. Principal's Report – Curriculum Night was held. Classroom presentations are on the website. Teachers did an outstanding job. Parent/Teacher Conferences are in a month. Fire Safety and Bus Safety Day will be held on Friday. The Fire Department will visit the classrooms. There is a new Pre-K student; one more is expected in January. Character Education was reviewed. There has been an increase in bus referrals. Forms have been given to bus drivers. DATTCO staff are on the buses now. An adult on the buses is being considered. Data is being collected. Positive behaviors were discussed. Losing bus privilege was discussed.

Item 7.E Eagle Scout Project was moved up on the agenda. K. Hewett explained his proposed project and the costs. He explained the timeline for the project. There would be donations and discounted goods obtained.

**Motion made be G. Cremé to approve the Eagle Scout project to build four (4) picnic tables for Andover Elementary School and provide funding up to \$500.00. Motion seconded by D. Maguire. Motion passed with L. Hewett abstaining.**

### 5- 0 -1 (PASSED)

- C. Superintendent's Report
  - 1. Updates
  - 2. Dr. Law will attend the December meeting.
  - 3. Makerspace Update – Starting on October 15<sup>th</sup>, grades 4, 5, and 6 will be using the Makerspace. A Hartford Courant article on Makerspaces was distributed. Superintendent Doyen will be meeting with the RHAM Middle School Principal regarding Makerspace in 7<sup>th</sup> grade.
  - 4. Repurposing of AES Space for Town Usage/Architect Discussion – A letter from S. Loudon to Bob Burbank, First Selectman, was reviewed. The Superintendent will continue discussions.
  - 5. Enrollment Projections for AES – The projections through 2021 were reviewed.
  - 6. Board of Education's Goals – Principal Briody explained student learning goals, facilities, student information system, shared contracts. Superintendent Doyen discussed the 2018-2019 goals.
  - 7. Board of Education Meeting Schedule for 2019 – Reviewed.
  - 8. First Reading of the following new and revised policies:
    - 4111.3 – Minority Recruitment (New)
    - 5113.2 – Truancy (Revised)
    - 5141.4 – Reporting of Child Abuse, Neglect, and Sexual Assault (Revised)
- D. Enrollment Report – There are currently 191 students.
- E. Financial Report – This was reviewed.
- F. Health Room Report – The number of visits per grade level and the number of boys and girls has been added to the report.

## 7. Action Items

- A. Approve Submission of the AES Security/Safety Plan for 2018-2019 to the DEMHS (Department of Emergency Management and Homeland Security).

**Motion made by M. Russo to approve submission of the AES Security/Safety Plan for 2018-2019 to DEMHS (Department of Emergency Management and Homeland Security). Motion seconded by L. Hewett. Motion passed unanimously.**

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

- B. Approve submission of the NCEF Certification/Safe Schools Checklist, regarding the AES Security Grant, to the DEMHS.

**Motion made by D. Maguire to approve submission of the NCEF Certification/Safe Schools Checklist, regarding the AES Security Grant, to DEMHS. Motion seconded by C. Murray.**

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

- C. Direct the Superintendent to discuss with the Town of Andover Administrator potential coordination of resources to repurpose AES space for possible Town of Andover use and develop an RFQ for architectural services.

**Motion made by C. Murray to direct the Superintendent to discuss with the Town of Andover Administrator potential coordination of resources to repurpose AES space for possible Town of Andover use and develop an RFQ for architectural services. Motion seconded by G.Cremé. Motion passed unanimously.**

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

- D. Approve the 2019 Calendar for the Board of Education Meetings.

**Motion made by G.Cremé to approve the 2019 calendar for the Board of Education Meetings. Motion seconded by M. Russo. These dates are sent to the Town. Motion passed unanimously.**

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

- F. Request to the Andover Board of Finance that up to \$175,000.00 from the Andover Board of Education's unexpended funds in the 2017-2018 AES budget be deposited into the School Improvement Reserve Fund for building renovations for Town use.

**Motion made by C. Murray to request to the Andover Board of Finance that up to \$175,000.00 from the Andover Board of Education's unexpended funds in the 2017-2018 AES budget be deposited into the School Improvement Reserve Fund for building renovations for Town use. Motion seconded by G.Cremé. Motion passed unanimously.**

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

8. **Comments from the Public on Agenda Items** – None.
9. **Executive Session** – For the Purpose of Contract Negotiation.

**Motion made by M. Russo to enter into Executive Session at 8:31 p.m. for the purpose of contract negotiation, and to invite Superintendent Doyen and Principal Briody. Motion seconded by C. Murray. Motion passed unanimously.**

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

Exited Executive Session at 8:52 p.m.

10. **Upcoming Meetings** – November 14, 2018

11. **Adjournment**

**Motion made by D. Maguire to adjourn the meeting at 8:53 p.m. Motion seconded by G. Cremé. Motion passed unanimously.**

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

**Respectfully Submitted,**

**Kathleen E. Chapman, Board Clerk**