

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT 06232
Regular Board of Education Meeting
Wednesday April 11, 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: Kirstina Frazier, Teacher; Carrie Gilbert, Teacher; Resident Trooper Jared Avery, Linda Armstrong, PTA President

1. Call to Order/Pledge of Allegiance

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

2. Comments from the Public – None.

Superintendent Doyen introduced Trooper Avery. He gave his background. He will be the interim resident trooper until June. He has already conducted security training for the staff.

3. Approval of Minutes

Regular Meeting of March 14, 2018

A motion to approve the minutes of March 14, 2018 amended to correct spelling of Gerard to Jared on page two was made by M. Russo. Motion was seconded by G. Cremé.

6- 0 -0 (PASSED)

4. Opportunity to Add or Delete Agenda Items – None.

5. Celebrations

Recognition of Kirstina Frazier, CT PTA Teacher of the Year

S. Louden spoke of Kirstina's achievements and contributions to the school. D. Maguire commented on the technical expertise she has brought into the school. M. Russo noted that she is an excellent teacher that students have good memories of. G. Cremé thanked her for all she has done. Principal Briody noted that Lisa Turgeon spearheaded the nomination for the award. Kirstina has held a Math Night and the Technology Club. She helps out in every aspect of the school. Superintendent Doyen noted this is Kirstina's 20th year with Andover. She recapped her career. She thanked her for her work. Kirstina thanked the Board. Chairperson Louden and Linda Armstrong, PTA President, presented Kirstina with an engraved plaque.

6. Reports

A. Chairperson's Oral Report – None.

B. Principal's Report – The grant for the Family STEM Night has been awarded. This will be held in June. Thirty-five grants were awarded across the country. The after-school clubs that were funded through a Title IV grant were very successful. The bus transportation home was crucial for participation. The clubs were held on five consecutive Mondays, 60 students participated. The clubs were; technology, Lego, robotics, chess and archery. Comments have been reviewed. Another round will be held after the April vacation. Next year is being looked at. There were mixed responses to the survey on charging fees. Superintendent Doyen noted that the Student Account may be used next year. M. Russo noted it is a valuable asset for the school. The grant was for \$10,000.00. The late bus was \$50.00 a day. The teachers were paid a stipend. The Art position is being interviewed for. Many candidates are interested in extracurricular activities.

C. Superintendent's Report

1. The letter from the EastConn Board of Directors was reviewed. Let Superintendent Doyen know if you are interested. This would be a non-voting slot.
2. School Calendar Update 2017-2018 – The calendar now reflects ten snow days. One half-day was added on Good Friday. As of now, the last day of school is June 22nd. Teachers will report on June 25 and 26 for Professional Development. There are 181 student days. A survey of districts was done on a March spring break. Most districts did not like it.
3. Budget 2018-2019 – Laura Webb and the superintendent attended the last Board of Finance meeting. The long-term plan and the MBR were explained. The budget was not reduced at that meeting. S. Loudon reported that the Board of Finance chairman e-mailed her with positive comments. April 18th is the Public Hearing. May 3rd is the Town Meeting. May 15th is the Referendum. May 8th is the RHAM referendum.
4. Student Council Grant Proposal Form – this can be used for grants from the Board. The Student Council is looking to replace the flag. They may be requesting it through congress. S. Loudon noted that a flag can be requested for a specific date that flies over the U.S. Capitol. L. Hewett questioned if the form is only for the Student Council. Superintendent Doyen noted the form could be modified and expanded for other uses.
5. Water Tank Proposal – Three bids were received. There is also some electrical work that needs to be done. The proposal from LaFramboise Water Service Inc. was reviewed. The proposal is for \$38,400.00. The work will be done over the summer. The funds may be from this budget year. M. Russo inquired if there will be a Clerk of the Works for the project. This may be Dave Lotreck.

D. Enrollment Report – Reviewed.

E. Financial Report – Food Service will be in the red this year by approximately \$15,000.00. Most of this is salaries due to having a long-term substitute in addition to a staff member out on leave. There has been a decline in a la carte purchases. The other alternatives for food services are ourselves, or a large company. The size of the school limits the options.

F. Health Room Report – Reviewed.

7. Action Items

A. Approve Non-Renewal of Non-Tenured Teacher

Motion made by M. Russo to approve non-renewal of Andover non-tenured teacher Megan Jacobs, in accordance with Connecticut General Statutes Section 10-151. Motion seconded by D. Maguire with regret.

5- 0 -1 (G. Cremé) (PASSED)

B. Approve Conversion of AES Water Tank & Control Panel

Motion made by G. Cremé to approve the conversion of the AES water tank and control panel at a proposed cost of \$38,400.00 by LaFramboise Water Service to be completed during summer, 2018. Motion seconded by M. Russo.

6- 0 -0 (PASSED)

C. Approve Transfer of Funds

Motion made by C. Murray to approve the request for transfer of \$84,000.00 in the current 2017-2018 budget from Object 500 (Tuition) to Object 400 (Property Services) Motion seconded by G. Cremé.

6- 0 -0 (PASSED)

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

9. Executive Session – For the purpose of non-unionized personnel terms of employment. Including salaries; Security Strategy

Motion made by S. Loudon to enter into Executive Session at 7:51 for the purpose of non-unionized personnel terms of employment. Including salaries; Security Strategy, and to invite the Superintendent and Principal Briody. Motion seconded by D. Maguire.

6- 0 -0 (PASSED)

Motion made by D. Maguire to approve new contracts for the 2018-2019 year for the School Business Manager and the Board of Education/Special Education Secretary and for the 2018-2021 years for the Superintendent of Schools. Motion seconded by M. Russo.

6- 0 -0 (PASSED)

Motion made by S. Loudon to come out of Executive Session. Motion seconded by G. Cremé.

6- 0 -0 (PASSED)

Executive session ended at 9:34 p.m.

10. Adjournment

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

6- 0 -0 (PASSED)

Meeting adjourned at 9:37 p.m.

Respectfully Submitted,

Kathleen E. Chapman, Board Clerk