

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT 06232  
Regular Board of Education Meeting  
Wednesday, June 14, 2017  
School Library**

**PRESENT:** Chairman Shannon Loudon, Jay Linddy, Danielle Maguire, Michael Russo, Gerard Cremé, Lisa Hewett, Whitney Covell

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

**OTHERS:** Matthew Bogdan, William Bogdan, Katerina Bogdan, Teachers: Susie Adams and Lisa Turgeon, Elizabeth Regan/Rivereast

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

The meeting was called to order at 7:03 p.m. by S. Loudon followed by the Pledge of Allegiance led by Matthew Bogdan and family.

**2. Comments from the Public**

Joan Foran, resident of Andover, thanked the school for the use of facilities on important holidays, and also thanked and congratulated the Board and the administration on the development of a responsible budget for 2017-2018.

**3. Approval of Minutes**

**Motion made by G. Cremé to approve the minutes of the May 10, 2017 regular meeting.  
Motion was seconded by J. Linddy.**

**7- 0 -0 (PASSED)**

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

**5. Celebrations**

Matthew Bogdan was introduced as one of the sixth grade recipients of the Superintendent's Leadership Award. Teacher Susie Adams spoke in support of Quinn Van Cara, who was unable to attend, and Lisa Turgeon (teacher) spoke in support of Matthew. Also in attendance were Matthew's parents. The Board added to the congratulations. J. Linddy recognized Suzanne Guglietta for her excellent work this year and the amount of information she has provided to the Board regarding preschool and her hard work in that area.

**6. Reports**

**A. Chairperson's Oral Report**

Chairperson S. Loudon thanked the three administrators for hard work done this past year. G. Cremé thanked the administration for making him feel welcome as a new Board member. J. Linddy, D. Maguire, and M. Russo commented.

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

Twenty-two families have currently registered for preschool in the fall as of this point. Twenty-one of twenty-two are Andover residents. Orientation was recently held.

**C. Principal/Director of Curriculum's Report**

There are many activities that have or will occur at the end of the school year. Especially remarkable was the Geography Jamboree. Several Board members commented on its excellence this year.

**D. Superintendent's Report**

1. Updates  
Projects that are underway include carpet installation, new air conditioning units, new pneumatics for the HVAC system, the downstairs boys' and girls' bathroom renovations, plumbing upgrades including sinks, faucets, and water fountains, and the sealing and striping of the basketball court. In addition, as mentioned by Mrs. Guglietta, the outdoor pre-k improvements are being actively pursued to take place over the summer.
2. Roof Update  
Superintendent Doyen reported that Imperial Roofing has submitted its Hiring Plan to the CHRO for review and we will await their approval or need for revisions.
3. Status of Current Board of Education Audit  
Two letters were in the packet – a letter from Superintendent Doyen to the State updating them on the audit process, and a letter dated June 8<sup>th</sup> from the State Department of Education stating that Andover will not be fined for submitting the audit late.
4. Discussion of Summer Board of Education Meetings  
Following discussion, the Board agreed to eliminate the scheduled regular meetings of July 12, 2017 and August 9, 2017, and add a special meeting for August 23, 2017. Our agenda will be updated and submitted to the Town Clerk and posted on our website.
5. Final 2017-2018 Budget  
Budget reductions were reviewed and an addendum to the Board of Education 2017-2018 Budget was also reviewed. This addendum page can be added to Board members' budget books and will also be posted on our website along with the school budget.
6. Review of Water System Project  
Superintendent Doyen explained that due to the complexity of the project, at this point we do not have adequate information and an accurate cost to proceed this summer. Work will continue to be done so that the project may be able to be completed at the end of the 2017-2018 school year, prior to June 30, 2018. Superintendent Doyen explained that \$75,000 has been identified as available in the 2017-2018 budget because of reductions in staff hours due to enrollment reduction for next year.

7. Wellness Policy 6142.101 Second Reading  
Superintendent Doyen explained that this is the second reading of the policy, which was reviewed in more detail at the previous meeting. G. Cremé asked about the origin of Board policies and the Superintendent responded that generally they come from recent legislation or updates to existing policies and lead our practice on a daily basis.

**E. Enrollment Report**

One new student was added over the past month in first grade.

**F. Financial Report**

Final year items are still being paid and we hope to have enough funds to request that 1% of the budget be placed in a continuing account for the Board of Education.

**G. Health Room Report**

Our prevalence of ticks is declining.

**7. Action Items**

- A. Approve Wellness Policy 6142.101

**Motion made by D. Maguire to approve the Wellness Policy 6142.101. Motion was seconded by G. Cremé.**

**7- 0 -0 (PASSED)**

- B. Approve Summer Schedule of Board of Education Meetings

**Motion made by M. Russo to cancel the regular Board of Education meetings of July 12, 2017 and August 9, 2017 and to schedule a special Board of Education meeting for August 23, 2017. Motion was seconded by W. Covell.**

**7- 0 -0 (PASSED)**

- C. Approve Final 2017-2018 Budget

**Motion made by J. Linddy to approve the final 2017-2018 budget with the reduction of \$45,000 for a final total of \$4,275,821 (a reduction of 1.04%) and with changes to the appropriate object codes. Motion was seconded by D. Maguire.**

**7- 0 -0 (PASSED)**

- D. Rescind Non-Renewals of Non-Tenured Certified Staff

**Motion made by J. Linddy to rescind the action taken on April 19, 2017 to non-renew the contracts of three non-tenured teachers at the end of the current school year and send a letter to each one with the decision. Motion was seconded by W. Covell.**

**7- 0 -0 (PASSED)**

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

**9. Upcoming Meetings**

- Regular Board Meetings of July 12, 2017 and August 9, 2017 formally cancelled
- Special Board Meeting – August 23, 2017
- Items for Next Meeting

**10. Adjournment**

**Motion made by L. Hewett to adjourn the meeting. Motion was seconded by D. Maguire.**

**7- 0 -0 (PASSED)**

Meeting adjourned at 8:13 p.m.

**Respectfully Submitted,**

**Sally Doyen, Ed.D.  
Superintendent**