

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT 06232
Regular Board of Education Meeting
Wednesday April 19, 2017
School Library**

PRESENT: Chairperson Shannon Louden, Whitney Covell, Danielle Maguire, Jay Linddy, Gerard Cremé, Lisa Hewett, Michael Russo

ABSENT: None

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

OTHERS: Beth Pratt, Director of Coventry Food Service; Laura Bush, Teacher; Jennifer Hebert, Teacher

1. Call to Order/Pledge of Allegiance

The meeting was called to order at 7:01 p.m., followed by the Pledge of Allegiance led by W. Covell.

2. Comments from the Public

S. Doyen introduced Beth Pratt. At the May Board meeting, there will be a social at 6:30 p.m.

3. Approval of Minutes

Regular Meeting of March 8, 2017

A motion to approve the minutes of March 8, 2017 regular meeting was made by J. Linddy. Motion was seconded by G. Cremé.

5- 0 -2 (J. Linddy, L. Hewett) (PASSED)

Special Meeting of March 15, 2017

A motion to approve the minutes of March 15, 2017 special meeting was made by G. Cremé. Motion was seconded by D. Maguire.

4- 0 -3 (J. Linddy, W. Covell, L. Hewett) (PASSED)

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

5. Celebrations

Superintendent Doyen thanked the Board for all their work; it is much appreciated. Whitney Covell will retire from the Board in June, after 8 years of service.

6. Reports

A. Chairperson's Oral Report

S. Louden noted that the goal nets on the field are in need of replacement. Need to assess what is available. J. Briody noted that fertilizer was applied twice in the fall, and over the

break. The field does look better. S. Louden is continued to be impressed by students that have gone on to RHAM.

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

S. Guglietta reported that the NAEYC accreditation is good until 2020. There will be new standards in the fall for Pre K professional development. Pre K screening was held last week. There are 18 new potential students. The COOL Board is meeting to set the rates for Pre K. There will be 25 – 28 Pre K students next year. Ten will be returning. Two are not Andover families. There are 16 School Readiness slots, and 13 Smart Start slots. Connecticut has set new sliding scales. The residency policy was reviewed by the Smart Start Committee. If there are beyond 29 students, there will be a lottery for the spot. Families from out of town pay a sliding scale. Costs were discussed. The \$88,000.00 cost from the Board for the program may come down. Superintendent Doyen has met with the COOL Program and they will be starting in May for Pre K. S. Louden inquired if fees for higher income families could be increased. S. Guglietta noted that past 29 spots we have leverage for fees. We can have up to 36 students. Past 16 students, we have to hire a paraprofessional. The lottery process was discussed. The brochure has been revised and has been distributed in town. Next week, a parent engagement night will be held. Several contractors did site visits for construction projects. The School Readiness Grant application is due May 1st. Special Education Directors have been meeting since the fall. New seclusion plan is in draft form. It requires all staff to be trained by 2019. IDEA grant will be due in a couple of weeks.

C. Principal/Director of Curriculum's Report

J. Briody reported that Juliet McShane did very well at the Spelling Bee held on March 25th. Alison Bech, her teacher, also attended. It is hoped that it will be held next year at the Noah Webster House in conjunction with the Hartford Courant and St. Joseph's College. The recent Science Fair had 125 participants and was well attended. Parent and staff surveys are going out soon. The School Climate Committee has been meeting. It is an on line survey. Class placement letters have gone out. D.A.R.E. Graduation will be May 11th. New interior locks have been installed on doors. A lock down drill will be held this Friday.

D. Superintendent's Report

1. Updates

There is a new security camera in the back of the school. An upgraded DVD system for the cameras is up and running. S. Louden asked if the Yard Goat game is being funded by AHM. The total cost is \$450.00. AHM is contributing \$150.00. We have to make up the rest. Superintendent Doyen suggested using the Student Activity Account. The game will be May 10th. Principal Briody contacted Dattco, and they will cover the cost of transportation for the game. J. Linddy noted that a former bus driver had passed away last week.

2. Beth Pratt, Director of Coventry Schools Food Service

B. Pratt gave the background of the Food Service Program. She distributed basic operating procedures. She has been the director since 2008. The partnership with Andover and Coventry began in the 1998-1999 school year. In 2001-2002 Andover had a fully operational kitchen. 42% of students purchase lunch. 15% are on free lunch. The USDA requirements were reviewed. The inter-school agreement is signed every year. L. Hewett inquired if kitchen employees receive health insurance. They are part time employees and do not receive health insurance. The breakfast program began in February 2014. The average is 28 per day. Hope to see

increases in that program. The POS system was started in the 2014-2015 school year. J. Linddy commented that the POS system is a great program. The paid lunch equity law was explained by B. Pratt. Need to raise prices by 25 cents. She will check on breakfast prices. There have been reductions in both State and Federal funds. There have been theme days which were a success. Have also had visiting chefs. S. Guglietta thanked Beth for collaborating with Pre K teachers. It is hoped over time that kids will accept healthier lunches. Would like to see a Student Advisory Council, and tasting experiences. Principal Briody noted there are articles in the Friday memo. The produce from the student garden was used last year.

1. Updates Continued

Superintendent Doyen reported she had attended a meeting at EastConn on regional collaboration. Declining enrollment needs to be addressed. The group is discussing sharing staff between districts. Also being discussed is using EastConn for financial and legal services. Audit – next week the audit may be ready. Superintendent Doyen has kept the State updated. The Health Insurance Consortium self-insured agreement has been approved by all parties, and will become effective July 1st.

3. Roof Update

M. Russo reported that we are waiting for final invoices. One invoice has been certified by the architect. Imperial Roofing needs to do their CHRO paperwork. One large reimbursement has been made to the town.

4. Policy Review

The following policies were reviewed with any changes by Superintendent Doyen; 3542.43, Lunch Charging Policy & Regulation, 4112.52, Criminal History Record Information, 5141.25, Students with Special Health Care Needs, 5145.4 Americans with Disabilities Act, 6172.4 Parent and Family Engagement Policy – Title 1. Title 1 requirements were discussed. We have six or seven students that are eligible for Title 1.

5. Budget – 2017/2018

Superintendent Doyen reported that two weeks ago she and S. Loudon met with the Town Board of Finance. They had questions regarding class sizes. Class sizes have not varied that much. There was a Public Hearing last Monday. A list of items that could be reduced was presented only as a proposal. The Board of Finance cannot reduce line items. They can only reduce by 3% by statute. There will be another meeting on April 26th. The MBR was discussed. Working on the budget will continue. J. Linddy discussed not removing any other items. Some items were moved to this budget year. That list was discussed. Superintendent Doyen noted the budget is very flexible at this point. M. Russo noted the magnet school tuition is out of our control. Superintendent noted the Town may be losing the Resident Trooper. The Board of Finance had questions regarding security at the school, which were answered.

6. Non-Renewals of Non-Tenured Teachers

Superintendent Doyen noted that this has to be done every year due to budget concerns. They have been called back in previous years. This year, there are four teachers; one is an elimination of a position.

E. Enrollment Report

This is the same as last month.

F. Financial Report

This was reviewed.

G. Health Room Report

This was reviewed.

H. Technology Report

The Technology Committee will present to the Board in May.

7. Action Items

A. Approve Non-Renewals of Non-Tenured Teachers

Motion made by J. Linddy to approve Non-Renewals of Andover Non-Tenured teachers, Carrie Gilbert, Matthew Piros, and Megan Jacobs, in accordance with Connecticut General Statutes Section 10-151.

Approve Non-Renewal of the teaching contract of Susie Adams at the end of 2016-2017 school year, due to the elimination of a teaching position.

Authorize the Superintendent to furnish written notice of the action. Motion was seconded by M. Russo. J. Linddy noted that these are four great teachers and urged Board members to vote this motion down. Discussion followed.

5- 1 (J. Linddy) -1 (W. Covell) (PASSED)

B. Approve Requests for Maternity/Child Rearing Leaves

Motion made by D. Maguire to approve the child rearing leave for teacher Crystal Adanti, approve the child rearing leave for teacher Carrie Gilbert, approve the child rearing leave for teacher Amanda Beloin. Motion was seconded by G. Cremé. Discussion followed.

7- 0 -0 (PASSED)

8. Comments from the Public on Agenda Items

Teacher L. Bush thanked the Board for their support.

9. Upcoming Meetings

Regular Board Meeting – May 10, 2017

Items for Next Meeting – Technology Committee Report

10. Adjournment

Motion made by D. Maguire to adjourn the meeting. Motion was seconded by M. Russo. Meeting adjourned at 8:45 p.m.

7- 0 -0 (PASSED)

Respectfully Submitted

Kathleen E. Chapman, Board Clerk