

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT 06232
Regular Board of Education Meeting
Wednesday, February 8, 2017
School Library**

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

ABSENT: None

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

OTHERS: Lisa Robinson, Teacher; Jaime Webber, Teacher; Laura Webb, Finance Office

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 Principal Briody.

2. Comments from the Public – None

It was noted by Chairperson Loudon that Suzanne Guglietta's mother had passed away last Sunday. Services are to be held on Friday. The Board and administration send their condolences. Superintendent Doyen noted that a letter had been received regarding the School District Collaboration meeting which is to be held on February 27 at 6:30 p.m. at EastConn. Two Board members can also attend. Superintendent Doyen will provide ongoing updates.

3. Approval of Minutes

Regular Meeting of January 11, 2017

A motion to approve the minutes of January 11, 2017 regular meeting was made by G. Cremé and seconded by D. Maguire.

7- 0 -0 (PASSED)

4. Opportunity to Add or Delete Agenda Items

Superintendent Doyen requested to add items 7B and 7C Additional Bills for Roof Project and to move to Item 7D the Letter to the Board of Finance.

5. Celebrations

It was noted by Principal Briody that, last Monday at the Aqua Turf in Plantsville, two Andover students were recognized by the Connecticut Association of Schools. The students were Daniel Tamburro and Chloe Weathers.

6. Reports

A. Chairperson's Oral Report

S. Loudon noted that the Capital Improvement Projects Committee is meeting tonight. There is no update from COOL.

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

Superintendent Doyen reported that the Pre K Committee is developing advertising. There may be two more additional students. Have not heard any information on the grant.

J. Linddy asked if Pre K nonresidents continue to kindergarten. Superintendent Doyen responded that they do not. Andover residents are charged for Pre K on a sliding scale. The maximum is \$300.00 every month.

C. Principal/Director of Curriculum's Report

J. Briody reported that parent/teacher conferences were held today. Four to six families per classroom attended. The XtraMart gas station has awarded Andover an Educational Alliance Grant in the amount of \$500.00. This will cover half the cost of training for teachers on a mobile STEM lab for 3rd and 5th grade. The Spelling Bee is going through the classrooms. There will be a special staff meeting next week. The Pasta Supper and Art Show will be held on February 15th. Fifth grade teachers are spearheading the Pasta Supper. Principal Briody was commended on his calling at the Bingo Night.

D. Superintendent's Report

1. Updates

Superintendent Doyen has contacted Dattco to inquire if Andover is being charged for extra trips. They are aware of the concerns. The next public Health Consortium meeting is February 28th at 7:00 p.m. at RHAM High School. It is hoped that changes will be in place by July 1st. If Region 8 does go to self-insurance, employees will not see a change in plans or benefits. Superintendent Doyen will send out a memo to this effect.

2. Budget 2017-2018 Discussion

Superintendent Doyen reviewed updates to the budget. Next year's ECS funding proposal is cut by \$1 million. The Excess Cost Special Education grant has been eliminated entirely. The Governor's Budget includes the Town partially funding local teachers' retirement. J. Linddy remarked that the Town contributes 2.3% to non-certified municipal employee retirement. Calculations and the MBR were discussed. The spreadsheet was reviewed. Last year's 400 line items were distributed. L. Webb has worked on changing line items to align with the new chart of accounts. Classroom sinks and gym lights to be replaced. J. Briody, L. Webb, S. Doyen and Steve Campbell worked on the capital/maintenance list which was distributed. The list was reviewed by Superintendent Doyen. M. Russo questioned why electricity had gone down. L. Webb responded this amount is closer to the actual expenditure. The Capital Plan was reviewed. This has already been submitted to the Town. The CIP proposed projects were reviewed. M. Russo discussed moving out the parking lot striping for another year. A list of Regional Teacher to Student Ratios for Special Education was distributed. The caseload for 2017-2018 was discussed. A Pre K Cost Analysis for 2016-2017 was distributed. The cost to the Board is \$88,120.00. The Readiness Grant was already cut last year. J. Linddy noted that Laura did a great job on the budget line items. S. Loudon thanked L. Webb and Superintendent Doyen for their work on the budget.

3. Roof Update – J. Linddy and M. Russo

M. Russo reported that the committee had met on January 31st and reviewed the expenditures to be approved tonight. The committee is waiting to hear back from Imperial Roofing. The list of ineligible costs was discussed. The project is under budget. M. Russo thanked the committee members for their work.

4. Letter to First Selectman & Board of Finance Chair
The letter was reviewed by Superintendent Doyen. The final reimbursement to the Town is \$38,077.00 which the letter is requesting be put in the capital non-recurring account. The ECS grant has been reduced by \$18,000.00 for this year.
5. Labor Board Hearing Outcome
Superintendent Doyen noted that a hearing was held on January 24th and agreement was reached on several items. The union has filed an extension until April 1st.
6. Calendar for 2017-2018
Principal Briody reviewed the draft calendar that was distributed. This calendar would move to a trimester system for marking periods. It has been approved by teachers and the PTA. There are longer 60-day blocks of instructional days. This year's calendar was reviewed. The new calendar and trimester system was discussed. This calendar will be reviewed by the Faculty Advisory Committee. Three days for instruction are included, for a total of 183 days for students.
7. Audit Update
The audit for the Town was not submitted by December 31st. Superintendent Doyen received a call from the State Board of Education as to why it was not submitted on time. An Interim Treasurer has been hired by the Town and is working with the Town and the Board of Education to get everything submitted. Her name is Linda Savitsky. They met last week and will be meeting this Tuesday. Superintendent Doyen has been in touch with the State Board of Education and is keeping them updated. Fines can be assessed. J. Linddy commented on the hiring of Linda Savitsky. She is also helping the Assistant Treasurer with the computers which are now working. Problems are resolved.

E. Enrollment Report

No change this month.

F. Financial Report

No changes this month.

G. Health Room Report

Updates have been done.

H. Technology Update

Updates have been done. The building technology teacher and EastConn also provided reports. The computer lab is in great shape. Work is continuing on consolidating printers.

7. Action Items

- A. Approve Payment to Imperial Roofing for \$15,810.00
Motion made by M. Russo to approve payment to Imperial Roofing in the amount of \$15,810.00. Motion was seconded by G. Cremé.

7- 0 -0 (PASSED)

- B. Approve Payment to Imperial Roofing for \$6,975.00
Motion made by M. Russo to approve payment to Imperial Roofing in the amount of \$6,975.00. Motion was seconded by W. Covell.

7- 0 -0 (PASSED)

- C. Approve Payment to Imperial Roofing for \$11,791.28
Motion made by J. Linddy to approve payment to Imperial Roofing in the amount of \$11,791.28. Motion was seconded by M. Russo.

7- 0 -0 (PASSED)

- D. Approve Letter to First Selectmen and BOF Chair re: Funding
Motion made by D. Maguire to approve letter to First Selectmen and Board of Finance Chair re: funding. Motion was seconded by W. Covell.

7- 0 -0 (PASSED)

- E. Approve 2017-2018 Budget
Motion made by J. Linddy to approve 2017-2018 in the amount of \$4,320,821.00 as presented by Superintendent Doyen with a 0% increase, and to forward to the Board of Finance. Motion was seconded by W. Covell

7- 0 -0 (PASSED)

8. Comments from the Public on Agenda Items

J. Linddy commented and recognized the passing of a teacher at RHAM, and the recent passing of Peter Maneggia who was a long time Town Employee.

9. Upcoming Meetings

- Regular Board Meeting – March 8, 2017
- Regional Collaboration Meeting – February 27th at 6:30 p.m. at EastConn
- Health Insurance Consortium – February 28th at 7:00 p.m. at RHAM High School
- Public Budget Meeting – Not Needed
- Items for Next Meeting

10. Adjournment

Motion made by L. Hewett to adjourn the meeting. Motion was seconded by W. Covell.

7- 0 -0 (PASSED)

Meeting adjourned at 8:45 p.m.

Respectfully Submitted

Kathleen E. Chapman, Board Clerk