

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT 06232
Regular Board of Education Meeting
Wednesday May 13, 2020
Virtual Meeting/School Library**

PRESENT: Chairperson Shannon Loudon, Gerard Cremé, Daniel Foran, Lisa Hewett, Steven Fuss, Cynthia Murray, Chris Bernard

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

1. Call to order/ Pledge of Allegiance

The meeting was called to order at 7:06 p.m. followed by the Pledge of Allegiance led by Chairperson, S. Loudon.

2. Comments from the Public

- Melissa Loteczka and Jennie Morrell presented a slideshow from the AEA to thank the Board of Education.

3. Communications

- Response from Town of Andover Regarding use of School Improvement Fund
 - There is money available for use along with money that is federally funded under the CARES Act.
- Letter from C. Adanti (attachment)
 - S. Loudon read a letter from C. Adanti to the Board of Education.

4. Approval of Minutes

- Special Meeting of April 21, 2020

G. Cremé made a motion to approve the minutes from the April 21, 2020 Special Board of Education Meeting. C. Murray seconded the motion.

6-0-1 (PASSED) C. Bernard abstained

- Special Meeting of April 30, 2020

D. Foran made a motion to approve the minutes from the April 30, 2020 Special Board of Education Meeting. G. Cremé seconded the motion.

6-0-1 (PASSED) C. Bernard abstained

5. Opportunity to Add or Delete Agenda Items

D. Foran asked about the process of applicants by the Board of Education. (Line item number 7.A.3 added.)

6. Celebrations

S. Louden thanked the AES teachers and staff for their work during this distance learning time, and also wanted to wish everyone a happy belated Mother's Day.

7. Reports

A. Chairperson's Oral Report

1. S. Louden extended a warm welcome to Chris Bernard, the newest Board of Education member.
2. Draft job descriptions for possible BOE/Town shared positions were made available for review.
3. D. Foran's question regarding the application process for the new Board of Education member was explained by S. Louden. Notices went out in search of a new Board member and the applications were reviewed.
4. An email will be sent out regarding a timeline for the Search Committee for the new Superintendent. There are four applicants.
5. S. Louden and Laura Edwards recently attended a Board of Finance meeting. A budget for the 2020-2021 fiscal year will be determined by the Board of Finance.

B. Principal's Report

- An update on distance learning and end of the year activities was presented by John Briody.
 - There was discussion on how to have a meaningful closure to the end of the school year with a Step-Up Ceremony for the students and staff.
 - There are arrangements being made for students to pick up their personal belongings and school supplies.
- There was a second car parade of AES staff members and a slideshow will be available.
- Congratulations to Kirstina Frazier, AES Technology Specialist, who has been certified as a Google Trainer.

C. Superintendent's Report

1. Updates

There was an attachment provided with a list of items to consider for a re-entry plan. S. Doyen participates in daily conference calls to discuss the issues at hand and to discuss the school's opening in the fall.

2. Items for Discussion & Actions

a. Technology Services Provided by EASTCONN

A presentation was given by Kirstina Frazier explaining the AES Technology Program.

b. Update on Continuation of Special Education Services during Summer

Holly Maiorano discussed information and provided an update.

D. Enrollment Report – J. Briody provided the Enrollment Report.

E. Financial Report – Information in the packet was provided by Laura Edwards.

F. Health Room Report – Information in the packet regarding COVID-19 in Andover provided by the AES Nurse.

8. Comments from the Public on Agenda Items

- Mrs. Hopkins wanted to thank the Board of Education for all they do and Kirstina for the fantastic presentation.
- Eric Anderson mentioned that The Board of Selectmen is considering the use of Quick Books for budgeting purposes.

9. Executive Session

A motion to enter into Executive Session for contract negotiations, at 8:45 p.m., was made by G. Cremé. C. Murray seconded the motion.

7-0-0 (PASSED)

10. Other Action Items

A. Approve Return to Work Request from Crystal Adanti

C. Murray made a motion to approve return to work from C. Adanti. D. Foran seconded the motion.

7-0-0 (PASSED)

B. Approve Employment Agreement for Andover Elementary School Principal as Discussed

S. Fuss made a motion to approve the Employment Agreement for J. Briody. G. Cremé seconded the motion.

7-0-0 (PASSED)

S. Loudon moved that the Board of Education pay the Superintendent of Schools the contracted rate of four hundred and ninety-seven dollars per day for days worked beyond the contracted days of 136, not to exceed 28 days (\$13,916) from fiscal year 2019-2020, assuming an 8-10 hour workday. A written summary of the dates, hours worked, and general work description will be completed by the Superintendent.

7-0-0 (PASSED)

S. Louden made a motion to amend the minutes from the April 21, 2020 Special Board of Education meeting. C. Murray seconded the motion.

5-0-2 (PASSED) D. Foran and C. Bernard abstained

11. Upcoming Meetings

Regular Board of Education Meeting will be on June 10, 2020.

- Items for this meeting will include an update on a policy for putting two (2) percent of the budget into a non-lapsing account.

12. Adjournment

D. Foran made a motion to adjourn the meeting at 10:56 p.m. S. Fuss seconded the motion.

7-0-0 (PASSED)

Respectfully Submitted,

Cynthia Bourassa, Board Clerk