

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT 06232  
Regular Board of Education Meeting  
Wednesday, October 14, 2020  
Virtual Meeting/School Cafeteria**

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

**ADMINISTRATION:** Valerie Bruneau, Superintendent  
John Briody, Principal/Director of Curriculum  
Holly Maiorano, Director of Special Education

**OTHERS:** Amanda Beloin, Teacher; Kirstina Frazier, Teacher; Lisa Hopkins,  
Teacher; Melissa Loteczka, Teacher; Jennie Morrell, Teacher;  
Krysta Cariboni, Teacher; Jon Moynihan, Teacher; Leslie Barone,  
Teacher; Richelle Strimple, Teacher; Other: Sheila Patrizz, Erin  
Boris, Melissa Kjellquist, Kelly Haggerty, Drew Smedley,  
Catherine M, Stacy Kluczowski, Sharon St. Rock, Delia Foran

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

The meeting was called to order at 7:02 p.m. followed by the Pledge of Allegiance led by Chairperson Shannon Loudon.

**2. Comments from the Public – None.**

- 3. Communications** – A thank you was received from Sally Doyen for her celebration. Communication from M. Loteczka asking the Board of Education to consider accommodations for landowners and tuition, this will be tabled till November. Thank you was received from L. Bush on the condolences for her mother. Thank you received from RHAM for the condolences for L. Bono, a teacher at RHAM.

**4. Approval of Minutes**

Regular Meeting of September 14, 2020:

**G. Cremé made a motion to approve the minutes from the Regular Board of Education Meeting of September 14, 2020. C. Murray seconded the motion with one correction.**

[After Richelle Strimple's name in OTHERS, add the word Teacher.]

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

**5. Opportunity to Add or Delete Agenda Items**

Requested: Add Discussion of Election Day at Andover Elementary School (D. Foran).

**6. Celebrations** – Celebration of the staff at Andover Elementary School for getting this far into the school year with no Covid-19 cases (S. Loudon).

**7. Reports**

**A. Chairperson's Oral Report**

Concerning the MOA between the Andover BOE and Andover Town: A notice was sent revoking the policy in place, with the reason that there is already a policy in place for use of the school.

**B. Principal's Report**

1. Curriculum Night presentations went well, slideshows will be available by the end of next week.
2. For Fire Safety week, we had a visit from a few representatives from the Fire Department.
3. Kid Governor mock election was held for the 5<sup>th</sup> grade lesson in Civics and Government.
4. Unity Day happens on October 21, 2020 for 5<sup>th</sup> and 6<sup>th</sup> graders, "Wear Orange for Unity".
5. Staff Professional Development went well.

**C. Superintendent's Report**

**1. Updates**

**Mask Visit:** Congressman Joe Courtney brought masks, and Steve Cassano visited for the Kid Governor election.

**First Aid/CPR/Flu Update:** 21 staff members were certified for CPR, preschool teachers are fully certified. Working with teachers on wellness/self-care checks.

**Fire Drill/School Safety and Security Plan:** Ahead of schedule with updates to the State and Town Hall. We had our first fire drill, which went very well.

**Manufacturing Month:** Working on an initiative with other local superintendents in conjunction with WEPCO Plastics of Middlefield, making sure Andover students have the same exposure as Hebron and Marlborough to the program.

**Outdoor Area Plan:** Working on the plan for an outdoor space for all classes, including Art, Music, and PE. A suggestion was given that a fence around the school property where students are outside would be a good plan going forward; part of a later phase. In the meantime, the Town will place signage at outskirts of the property.

**2. Items for Discussion & Actions**

- a. 2<sup>nd</sup> Reading BOE Policy No 6114/Emergencies & Disaster Preparedness**  
After discussion it was decided that one BOE member, D. Foran, will review the information and draft a policy for the BOE to review at next meeting.  
Tabled until November.

- b. 2<sup>nd</sup> Reading BOE Policy No 3171/Non Lapsing Account**  
After research with the Town Clerk, there is still more information needed to draft the language for the policy (S. Louden). Tabled until November.

- c. 2<sup>nd</sup> Reading BOE Policy No 9110/Number of Members, Terms of Office, Oath of Office**  
Policy will be revised and reviewed for next meeting (S. Louden). Tabled until November.

**d. BOE Meeting Schedule 2021**

**D. Foran made a motion to approve the 2021 BOE meeting schedule with one correction, remove the word library, S. Fuss seconded the motion.**

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

**e. Budget Transfers**

**S. Fuss made a motion to approve the Budget Transfers as presented, C. Murray seconded.**

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

- f. BOE Policies Updated on School Website**  
Policies up to Series 4000 are on the website already, the remainder will be there by the end of next week.

**g. BOE Liaisons to Superintendent**

**S. Louden made a motion for the following BOE members to become specified liaisons to the Superintendent:**

**S. Louden – Policy  
G. Cremè – Curriculum and Instruction  
C. Murray – Community Relations  
D. Foran – Infrastructure, Health and Safety  
S. Fuss – Professional Development/Equity and Diversity  
C. Bernard – Technology and Finance  
L. Hewett – Regional Issues and Special Programs**

**G. Cremè seconded the motion.**

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

**h. CAFE Method of Establishing BOE Goals**

After discussion, it was decided that one BOE member will review the information and draft a policy for the BOE members to review. G. Cremè and C. Murray will be responsible for this action. Tabled until November.

**i. Discussion of Election Day, November 3, 2020**

**S. Loudon made a motion to cancel school on Election Day due to safety concerns with use of the school facility, seconded by G. Cremè.**

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

**D. Enrollment Report** – 175 students, 21 distance learning.

**E. Health Room Report** – As presented.

**F. Financial Report** – As presented.

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

**9. Executive Session**

**A motion to enter into Executive Session at 9:15 p.m., was made by G. Cremè seconded by S. Fuss.**

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

Executive Session ended at 10:04 p.m.

**10. Upcoming Meetings**

Regular Board of Education Meeting – November 18, 2020

**11. Adjournment**

**D. Foran made a motion to adjourn the meeting at 10:12 p.m. S. Fuss seconded the motion.**

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

**Respectfully Submitted,  
Gretchen L. Stein  
Andover BOE Board Clerk**