

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT
Board of Education
Meeting Wednesday, March, 11, 2026
7:00 pm
Virtual Meeting/School Library**

Members Present: Caitlin Greenhouse (Chairperson), Gerard Cremé, Brianne Lanzieri, Alicia Lee (virtual), Shannon Louden, Marcie Miner, Sharon St. Rock

Members Absent: None

Administration: Valerie Bruneau, Superintendent
Taylor Parker, Principal
Jodiann Tenney, Finance

Others: In-Person: Anne Cremé, Kirstina Frazier, Morse Family w/Mason Morse, Loteczka Family w/Weston Loteczka, Godwin Family w/Maggie Godwin
Virtual Attendees: Georgette Conrad, Dianne Grenier, Jen McGoldrick, Jamie Tilden-Bailey, Jennie Morrell, Scott Sauyet, Holly Maiorano, Amanda Beloin, Amber Pritchard, Doris Maldonado, Adam Morse

1. Call to Order/Pledge of Allegiance/Opening Statement

The meeting was called to order at 7:01 p.m. by Chairperson Greenhouse followed by the Pledge of Allegiance.

2. Comments from the Public

G. Conrad – Expressed concern about the budget, need to think about the people in the community and the current economy when planning budget.

S. Sauyet – Noted that the school situation is different now than in the past, BOE budget has increased only 5% total over the past decade, so understands that.

3. Communications

Chairperson Greenhouse reported she received communication from J. Maguire, First Selectman, with questions regarding the Superintendent's contract. Another communication came from L. Partridge expressing concern about the budget.

Supt. Bruneau noted communication from D. Longley, Board Clerk, who has resigned as Board Clerk, effective with this meeting. S. Louden & C. Greenhouse thanked the clerk for her service. Chairperson Greenhouse noted another communication that includes all three town boards (BOE, BOS, & BOF), these communications are between the Town attorney and BOE attorney.

4. Student/Other Celebrations

Principle Parker shared information on Invention/Convention. Had 63 inventors participate. First round is a judging at AES, and then 10 inventors sent to RHAM for Regional Invention

Convention Semi-Finals with Hebron & Marlborough. Three finalists go to State Invention Convention.

Maggie Godwin, 4th Grader, presented her Chrome Saver invention which is a protective case and a tracking device on a chrome book.

Weston Loteczka, 2nd Grader, presented his invention, a Tip Top Bandage, that is a bandaid that covers the tip of the finger so that you don't have to worry about bandaids falling off the tip of your finger.

Mason Morse, 4th Grader, presented his invention, The HotDog, which is a heated dog coat that is better able to keep dogs with hair, not fur, warm outside.

The BOE thanked the inventors for coming and wished them luck in the finals!

5. Approval of Minutes

Minutes from February 11, 2026 Regular Board of Education Meeting

S. Louden made a motion to approve the minutes from the February 11, 2026, Regular Board of Education Meeting, with an amendment on page 6, Motion on the Bathroom Project, to include a notation that S. Louden and S. St. Rock voted "no" to the RFP for bathroom project, seconded by G. Cremé. No further discussion.

7-0-0 (PASSED)

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

7. Reports

A. Chairperson's Oral Report – No oral report, all items will be covered in later agenda items.

B. Superintendent's Report – Supt. Bruneau reported about the status of the Eversource project, and that there is an additional incentive available that will increase the monthly savings. Andover was previously a Heart Safe Community thanks to Mindy from AVFD, but it lapsed; worked with community members to renew this qualification. This demonstrates the high level of CPR trained individuals within the Town and the number of AED units available, etc. Discussed that in the future, will work with the Town to collaborate on grants to get new AED units to replace older ones. Presented the budget to the BOF and provided all follow-up information requested. Noted that the Town Plan of Conservation and Development, which is the Town's strategic 10-year plan, has a lot of numbers and percentages in the document that is helpful for people to look at for data. Addressed comment by G. Conrad. Reminded everyone that the Board does return funds to the Town when possible, and a return of \$360,000.00 was made from the BOE budget to the Town two years ago, to the Capital Account, which is now being used to fund the bathroom project. Reported on the DRIP grant, which defrays the cost of a project dealing with repair or maintenance. Working on this grant and will use it for most pressing repairs. Presented the draft of the Capital Plan, which includes repairs and maintenance. Discussed what is currently in the Plan and what will continue to be researched to be put in the Plan. Presented

the draft audit and provided BOE members with the draft, this is the condensed draft version provided by the auditor; if anyone wants the full, 96-page version, it can be sent to them. Reviewed the results of the audit.

- C. Principal's Report** – Principal Parker reported there is continuing education coming up, will be focusing on UFLI for phonics, and upper grade teachers will be working on social studies curriculum to align with new social studies standards from the State. PreK will be planning for spring screenings, reviewing curriculum and planning for next year. Early Start Liaison will come in April or May. ALICE training in May. Spring sees report cards and parent/teacher conferences. Busy time gearing up to make sure last trimester goes smoothly. RHAM testing 6th graders to help determine student class selections next year, they will share that data with AES. 6th graders will have a trip to RHAM in a few weeks. Supt. Bruneau shared praise for Principal Parker's methods and strategies to help teachers use the data from testing to help them plan to support each child. It is awesome to see how Principal Parker uses this data intentionally and supports the staff and children of the school. We are seeing results.
- D. Financial Report** – Jodiann reported on the financial reports as presented. Excited to have the first draft of the audit. Noted that Terri has been a great mentor in the transition and in making it as smooth as possible. Is currently working on projections, will finish the year in a deficit. Answered questions from the BOE members.

E. Liaison Reports

LGP – Principal Parker indicated no report at this time.

PTA – B. Lanzieri noted PTA meeting last Monday, had a very successful restaurant night, all of the office positions are up for re-election; if interested, email Celeste and be at next meeting to be voted in.

CIP – S. Loudon met for purpose of hearing from Fire Department, they need a new compressor to fill their SCBA tanks, will be meeting again next week to see more quotes.

8. Items for Discussion & Actions

A. Item: Bathroom Project RFP Update

Action: Discussion and Possible Action

Chairperson Greenhouse reported that Erik Sanderson has been immensely helpful with the RFP process, handling the process for the BOE. RFPs have been posted. Chairperson Greenhouse reviewed the process including the mandatory walk through/site visit, and deadline for proposals and the proposed timeline to complete this project over the summer.

B. Item: BOE Policy 3326 Update

Action: Discussion and Possible Action

Supt. Bruneau reported that the original policy was revised in 2009 and at that time the

policy named back-up signors on the checking account were the Chairperson and First Selectman, who at the time was the CEO of the Town. These positions have changed, and in 2017 there was a Charter revision that named the Town Administrator as the CEO. The policy was not changed to update and document the correct procedure for signing BOE checks. Procedurally the Superintendent as CEO of the School and the Town Administrator as CEO of the Town were the signors of checks on both sides. Policy needs to be updated, Supt. Bruneau asked to be removed as a signor on the Town side. On BOE side, current system has Superintendent and Chair as signors with the Vice-Chair as back-up signor. Board needs to vote to determine the signors and back-up signor for checks. Discussion. Need to update the policy and do a reading of the new policy and then finalize it by vote the following month.

S. Louden made a motion to revise Policy 3326 as indicated by what is presented in the Board Packet, changing second paragraph from First Selectman to Vice-Chair of the Board of Education, seconded by G. Cremé. Discussion.

7-0-0 (PASSED)

9. Comments from the Public on Agenda Items.

S. Sauyet – Thanked the Board for all the work they are doing.

10. Executive Session for the Purpose of the Superintendent’s Contract; Legal BOE Matter

S. Louden made a motion to enter into Executive Session for the Purpose of the Superintendent’s Contract; Legal BOE Matter, seconded by G Cremé. No discussion.

7-0-0 (PASSED)

Entered Executive Session at 8:40 p.m.

Exited by Executive Session at 9:34 p.m.

Chairperson Greenhouse noted that during Executive Session there was discussion to proceed with the Superintendent contract as written from the October meeting.

Roll call vote to proceed with Superintendent’s contract as written from the October meeting:

B. Lanzieri – aye

G. Cremé – aye

A. Lee – abstained

S. Louden – aye

S. St. Rock – aye

C. Greenhouse – aye

M. Miner – opposed

5-1-1 (PASSED)

11. Other Action Items – None.

12. Upcoming Meetings

- Town Budget Hearing – April 1, 2026, 7:00 p.m.
- Regular Board of Education Meeting – April 8, 2026, 7:00 p.m.
- BOE Budget Information Session – April 9, 2026, 30 minutes before Town Meeting (need to be present to vote at 7:00 p.m. for what budget will be put forward for referendum)
- Items for Next Meeting: 9000s Policy Series, Vote on Change to Policy 3326, Determination on Bathroom Proposals

13. Adjournment

S. Louden made a motion to adjourn the meeting at 9:39 p.m., seconded by G. Cremé. No discussion.

7-0-0 (PASSED)

Respectfully submitted,

Dawn M. Longley, Clerk

Grants/Tuition/Expenses FY26
as of 03/03/2026

Account Id	Description		25/26	25/26	25/26	
PREK REVENUE YTD:		FY25 C/O	Anticipated FY26	Actual Cash Rec'd	Checks to be deposited	Total Cash Received
009-250-0909-0000	PreK Tuition Revenue (NG)		\$ 155,566.00	90,474.00		
009-250-0909-0119	PreK Early Start Tuition		\$ 60,480.00	36,758.45		
009-250-0909-0219	PreK Smart Start Tuition		\$ 31,940.00	16,947.00		
PREK REVENUE TOTAL YTD		4,129.00	\$ 247,986.00	144,179.45		148,308.45
\$ 13,525.33						
PREK TUITION EXPENSES (Local Tuition)			Expenses	Encumbered		Total Expenses FY26
009-101-0909-0000	PreK Certified		\$ 75,905.70	\$ -		\$ 75,905.70
009-102-0909-0000	PreK Non-Cert Salaries		\$ 50,672.87	\$ -		\$ 50,672.87
009-106-0909-0000	PreK Subs		\$ 5,760.00	\$ -		\$ 5,760.00
009-610-0909-0000	PreK supplies		\$ 2,444.55	\$ -		\$ 2,444.55
PREK TUITION TOTAL:			134,783.12	0.00	\$ -	\$ 134,783.12
EARLY START (Early Start) PREK 2026:		Anti Budget FY26	25/26 Expended	25/26 Encumb		24/25 Balance
009-101-0965-1001	Prek Early Start Salaries	99,000.00	74,705.34			24,294.66
PreK Early Start Competitive Total		99,000.00	74,705.34	0.00		24,294.66
SMART START PREK 2026:						
009-101-0976-1001	PreK Smart Start Ops - Inst Salary	65,000.00	36,993.45			28,006.55
Smart Start Total		65,000.00	36,993.45	0.00		28,006.55
Total Anticipated 2025-2026 Revenue:						
\$247,986.00 (Local Tuition)						
\$123,000.00 (Early Start Grant)						
\$65,000.00 (Smart Start Grant)						
For a total of \$435,986.00						
Less 399,951.00 (Total anticipated salary expense for eight (8) staff						
\$36,035 for supplies/classroom expenditures						