

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT
Board of Education
Meeting Wednesday, June 11, 2025
7:00 pm
Virtual Meeting/School Library**

Members Present: Caitlin Greenhouse (Chairperson), Eric Becker, Mike Beckwith, Gerard Cremé, Brianne Lanzieri, Shannon Louden

Members Absent: Celeste Willard

Administration: Valerie Bruneau, Superintendent
Taylor Parker, Principal
Terri Smith, Finance

Others: Holly Maiorano (virtual), Doris A. Maldonado Mendez (virtual), Jen McGoldrick (virtual), Josh Boudreau (Fuss & O’Niell, virtual), Ryan Linares (Greenskies, virtual), Jen Thurber (Fuss & O’Neill, virtual), Anne Cremé, Joanne Hebert (virtual), Kimberly Person (virtual)

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

The meeting was called to order at 7:00 p.m. by Chairperson Greenhouse, followed by the Pledge of Allegiance.

2. Comments from the Public

Doris A. Maldonado Mendez – expressed appreciation and thanks to the BOE, teachers and staff for the hard work they do on behalf of the children.

3. Communications – None.

4. Student Celebrations

Principal Parker noted close of school year, many celebrations have been happening over the past few weeks! Blue day was today – noted that some BOE members wore blue tonight! Celebrated house of Reveur – one of the school “houses” that won the first house championship. Reported on the success of the Reading program BookWorms, which was instituted this year. She read excerpts from children’s assignments to highlight the success children had (from their own perspectives) using the program this year. Students did a project on their favorite book and then went to the grade below to present about their favorite book to build excitement for what they will get to read next year. Math will be focus next year. Staff talking about enrichment and what it means and how we implement it to help children excel and celebrate outside of school as well.

Two students recently took advantage of enrichment opportunities outside of school offerings:

- Tadhgan McOmber (M. Beckwith's son), 3rd grader, wrote a story he was able to read at UCONN on May 15th called The Cloaked Figure, that he wrote and entered in the Connecticut Student Writers contest, for which he won the state prize for third grade.
- Daxton Slater, Kindergarten student, participated in the EE Smarts Annual Student Contest through Energize CT and won 3rd place out of 500 entrants; he created a poster about conserving energy.

5. Approval of Minutes

Minutes from May 14, 2025, Regular Board of Education Meeting

E. Becker made a motion to approve the minutes from the May 14, 2025, Regular Board of Education Meeting, seconded by S. Loudon. No discussion. B. Lanzieri abstained.

5-0-1 (PASSED)

6. Opportunity to Add or Delete Agenda Items

Principal Parker would like to add discussion and possible action on the school calendar as Agenda Item 8.F.

6-0-0 (PASSED)

7. Reports

A. Chairperson's Oral Report – Chairperson Greenhouse noted budget was passed through referendum, all other items will be addressed later in the meeting.

B. Superintendent's Report – Supt. Bruneau noted that there are guests attending for discussion on the facilities projects later in the meeting.

Grant Updates: All grants that expire June 30 have been spent down.

Legislative Updates: Sent BOE members House Bill 5001 and Senate Bill 1, which have been passed and will have an impact on our own budget, such as unfunded mandates, etc. Sent these to the BOF also for transparency moving forward. Reviewed aspects that will affect AES including ECS funds and SEED monies. She also noted the shift in preschool programs; School Readiness is phased out, replaced with Early Start, which will cover birth through kindergarten. AES meets many of the requirements outlined in the new regulations. Other items will be addressed later in the meeting.

C. Principal's Report – Principal Parker noted next year professional development will be focused on Math and noted different areas they will focus on, including how Math is presented to students. Will continue to collaborate with Hebron and Marlborough on BookWorms and continue collaborating with RHAM. Looking out for "out of the box" collaborations as well, i.e. Music Department at Hebron asked for collaborations between schools, including ideas for Band and STEM programs. Concluded hiring process, added the

following staff: Cristina Catarino from student teacher to PreK position to replace April Lionberger, Kaitlyn Dalby from student teacher to 3rd grade, Grace Wlodarczyk beginning her teaching career at AES working with 4th grade, and Maureen Sullivan joining the grade 5/6 team. Will invite them to the August meeting to meet BOE in person. Sixty-five (65) PreK enrollments with a waiting list and additional tours scheduled, 24 for Kindergarten. Enrollment for next year will be 252 students, will also report the number of Preschool children who will be rising to Kindergarten in 2026/2027. Will report on staff, student, and parent surveys in the fall.

- D. Financial Report** – T. Smith reported on the financials as presented. Discussion on financial reports from the Town and staff line items. T. Smith presented recommended budget transfers for BOE review and input, answered questions from the BOE.

G. Crémé made a motion to approve the budget transfers as presented by T. Smith, seconded by S. Loudén. No further discussion.

6-0-0 (PASSED)

E. Liaison Reports

School Readiness – School Readiness will be changing to Local Governance Partnerships (LGP).

PTA – No report.

CIP – S. Loudén reported CIP has not met so there is no report.

Town Meetings – Budget passed, will be moving forward with other projects.

8. Items for Discussion & Actions

A. Item: Bathroom Project Update/Report

Action: Discussion and Possible Action

Josh Boudreau & Jen Thurber from Fuss & O'Neil attended the meeting. Chairperson Greenhouse noted that plans were shared with an Andover community member who is in construction. This community member had specific questions to be clarified on the project, and these questions were sent to Josh for review. Additionally, Chairperson Greenhouse feels this project should have a subcommittee and will be asking for Board approval for that after Josh's presentation. Josh Boudreau & Jen Thurber reviewed and responded to the questions sent over. Contractors will be asked to add contingencies to cover potential additional costs, and unit costs can also be added to ensure that costs are managed from inception to completion. Will ask contractors to include PEX as main bid and copper as back-up bid and will provide unit prices for both. Next steps: Documents and drawings will be refined/updated and presented for final approval in approximately two weeks. Once final

approval is received, project can be then can be put out to bid. Fuss & O'Neill will fully support through the bidding phase and review submissions from contractors.

Chairperson Greenhouse would like to set up a subcommittee to offer feedback on this project that would include community members to ensure that this project moves forward quickly and with members who have more knowledge in this area and how to work with RFPs. Supt. Bruneau noted that within the next two weeks she and T. Smith can put together a sample RFP to share with the BOE when the final drawings and documents are submitted to the BOE. Concerns raised about creation of a subcommittee and how it would impact the scope and timing of the project. Fuss & O'Neill has been hired to help with these processes.

B. Lanzieri made a motion to create a subcommittee to oversee the bathroom remodel project, seconded by E. Becker.

Discussion on the makeup of this committee: would include 2 BOE members, 2 other members from the community, including Eric Sanderson, and someone from the BOF (W. Desrosiers to be asked). Discussion on the qualifications of the people who would be asked to serve on this BOE. Further discussion on possible subcommittee members. Discussion on clarification of the role and scope of the committee as an informational review group that reports to BOE and exists until project completion.

6-0-0 (PASSED)

M. Beckwith and E. Becker will serve as BOE members on this subcommittee. Supt. Bruneau to reach out to E. Sanderson, W. Desrosiers, J. Murray.

B. Item: Solar Project Update/Report

Action: Discussion and Possible Action

Ryan Linares from Greenskies reviewed PPA amendments, which included adding Town as a signatory alongside BOE on the agreement. A small portion of the roof is not under warranty, Town has stipulated that no solar should be installed on this section, which decreases the number of panels to be installed. Greenskies will have Carlisle come out before work to inspect the roof and ensure nothing is outside of warranty. At that time, Carlisle will submit any stipulations to ensure continuity of warranty (21 years left on the roof warranty). Ryan answered questions from the BOE. Greenskies is agreeing to keep panels off of the part of the roof in contention. These were the two requested stipulations from the Town meeting vote.

S. Loudon made a motion to accept the 2nd amendment to the Solar Power and Services Agreement, as presented, and dated June 11, 2025, with changes as recommended by attorney, correction to spelling of Caitlin Greenhouse's first name, and move it forward to the Board of Selectmen, seconded by G. Cremé. No further discussion.

6-0-0 (PASSED)

Supt. Bruneau noted that we may not see a significant savings the first year due to some changes, including the decreased number of panels, but will see increased savings over time. Next step: Agreement will be forwarded to BOS for approval with hopes of early July start.

C. Item: Retreat/BOE Professional Development

Action: Discussion and Possible Action

This is to set BOE goals for next year. Discussion on dates to hold this retreat. Chairperson Greenhouse proposes August 13th BOE meeting date, hold retreat from 4-7pm before BOE meeting. Someone from CABA (hopefully Nick Caruso) will be invited to facilitate this process. BOE members agreed to this date. Other professional development will be the November CABA/CAPSS convention and then new Board member training in January or February.

D. Item: Audit Update

Action: Discussion

Chairperson Greenhouse reported on the Town Audit and Policy review.

Policy review: Chairperson Greenhouse reviewed recommendations from the CABA Policy audit, including the sections and which policies are recommended for review. Discussion regarding next steps and priorities for updating policies based on recommendations. Will begin with the 2000's section. The BOE will independently review the attachments for the next meeting.

Town Audit: Chairperson Greenhouse asked BOE members to review this audit which has been submitted to the State of Connecticut. The corrective action plan is being worked on right now between Town and Supt. so one corrective action plan is to be submitted. Auditors will present the audit and answer questions at the Regular BOE Meeting on 6/25/2025. Questions can be sent to Chairperson Greenhouse, and she can get those answered at the BOE Meeting and will report at the July BOE meeting.

E. Item: Modify 2025-2026 Approved Budget

Action: Vote to Approve Modifications to 2025-2026 Budget

Original budget \$4,729,155.20 decreased at referendum to \$4,565,669.60. Based on a budget decrease of approximately \$163,485.60, BOE needs to amend and decrease the budget. Chairperson Greenhouse has been in conversation with Supt. Bruneau, T. Smith, and E. Becker to review the budget and determine where to take money that will have the least impact on students. Supt. Bruneau noted items being decreased are to balance the budget, but if the need for these funds arises during the year, the BOE would have to discuss taking these funds from the 2% non-lapsing account, based on need. Discussion on the transportation and lunch program line item. Discussion on additional line items that might be potential areas for decreases, and the benefits and challenges of these decreases. Supt. Bruneau suggested that BOE members also be mindful of decreasing line items that may or may not be able to be supplemented by any grants that may become available.

B. Lanzieri motions to accept the budget cuts as presented, seconded by G. Cremé.

6-0-0 (PASSED)

F. Item: 2025/2026 School Calendar

Action: Discussion and Possible Action

Principal Parker presented the 2025/2026 School Calendar and noted a difference between the AES and RHAM calendars. Typically, we try to align with RHAM for days off so that families in both schools have similar days off. Would like to amend the calendar to match RHAM for days off.

S. Louden made a motion to amend the 2025/2026 school calendar to change Aug. 27, 2025 to a professional development day with start of school on Aug. 28, 2025 and May 5, 2026 will be a full school day, seconded by G. Cremé. No further discussion.

6-0-0 (PASSED)

9. Comments from the Public on Agenda Items – None.

10. Other Action Items – None.

11. Upcoming Meetings

- Regular Board Meeting – July 9, 2025
- Items for Next Meeting

12. Adjournment

S. Louden made a motion to adjourn the meeting at 9:44 p.m., seconded by M. Beckwith. No discussion.

6-0-0 (PASSED)

Respectfully submitted,

Dawn M. Longley, Clerk

24/25

00 B
6/2/2025

BUDGET TRANSFER FORM

(FOR BOE APPROVAL)

TRANSFER FROM ACCT	DESCRIPTION	TRANSFER TO ACCT	DESCRIPTION	Amount \$
002-101-1000-0000	Teacher Sal.	002-103-1000-0000	Teacher Subs	11,580.60
002-101-1000-0000	Spec TCH Sal.	002-103-1000-0000	Spec Subs	480.00
002-240-1000-0000	Retirement	002-103-1000-0000	Teacher Subs	8654.81
002-260-1000-0000	Unemployment	002-103-1000-0000	Teacher Subs	975.19
				\$21,690.60
002-102-060-0000	*I.A. Sal.	002-106-1000-0000	I.A. Subs	4047.86
002-110-2610-0000	Cust. Sal.	002-106-1000-0000	I.A. Subs	21908.58
002-110-2130-0000	Nurse Sal.	002-106-1000-0000	I.A. Subs	4979.70
002-130-2610-0000	Cust. OT	002-106-1000-0000	I.A. Subs	676.66
				\$31,612.80
002-210-1000-0000	Group Life	002-220-1000-0000	FICA/med.	2449.70
002-230-1000-0000	Pension	002-220-1000-0000	FICA/med.	1497.83
002-240-1000-0000	Retirement	002-220-1000-0000	FICA/med.	1087.19
				\$5034.72

Reason: End of year - Balance Budget 24/25



Approved by Signature

6/11/25

Approved by Date

* I.A. = Instructional Asst.

183

BUDGET TRANSFER FORM
(FOR BOE APPROVAL)

Reason:

Approved by Signature

Approved by Date

* $R + M = \text{Repair / Maintenance}$

200

BUDGET TRANSFER FORM

(FOR BOE APPROVAL)

TRANSFER FROM ACCT	DESCRIPTION	TRANSFER TO ACCT	DESCRIPTION	Amount \$
002-612-1000-0007	Moth Supplies	002-611-1000-0001	ELA Supplies	556.89
002-613-1000-0000	Science Supply	002-614-1000-0000	SS Supplies	32.12
002-624-2610-0000	Oil	002-622-2610-0000	Elective	19,167.89
002-624-2610-0000	Oil	002-629-2700-0000	Diesel	551.71
002-340-3100-0000	Lunch-Prof.Svs.	002-650-2230-0000	Tech-Small Equip	9201.78
002-260-1000-0000	Unemployment	002-330-2213-0000	Prof. Serv.	520.11

Reason: End of year - Balance Budget 24/25



Approved by Signature

6/11/25

Approved by Date