

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT
Board of Education
Meeting Wednesday, October 8, 2025
7:00 pm
Virtual Meeting/School Library**

Members Present: Caitlin Greenhouse (Chairperson), Mike Beckwith, Gerard Cremé (virtual), Brianne Lanzieri, Shannon Loudon, Celeste Willard

Members Absent: Eric Becker

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

Others: First Selectman Jeff Maguire, Allison Bech (virtual), Amber Pritchard (virtual), Cathy Palazzi (virtual), Holly Maiorano (virtual), Lisa Hopkins (virtual), Jen McGoldrick (virtual), Jennie Morrell (virtual), Kimberly Person (virtual), Kirstina Frazier (virtual), Marcie Miner (virtual), Sarah Goodness (virtual), Scott Person (virtual), Sharon St. Rock (virtual), Tess Grous (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

K. Person – asked for clarification on Supt. Bruneau’s other job in Scotland. Tabled as public comments need to relate to agenda items. Supt. Bruneau offered to speak via telephone regarding this question.

3. Communications

Supt. Bruneau read a communication from BOE member E. Becker who submitted a resignation from the BOE effective December 1, 2025. Will be added to November meeting.

4. Student/Other Celebrations

Principal Parker noted that we are in Kid Governor season, many fifth graders developed their platform and speeches. Three 5th grade finalists, Sophia Willard, Everly Loteczka, and Eli Clark, gave speeches today and there will be another vote and a few more steps before a winner is declared. House of Altruismo did a food pantry fundraiser over the last few weeks, waiting for children to roll coins to get their final collection figure. Principal Parker shared how students are recognized through digital methods.

5. Approval of Minutes

Minutes from September 10, 2025, Regular Board of Education Meeting

C. Willard made a motion to approve the minutes from the September 10, 2025, Regular Board of Education Meeting seconded by B. Lanzieri. No discussion. M. Beckwith abstained.

5-0-1 (PASSED)

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

7. Reports

- A. Chairperson's Oral Report** – Chairperson Greenhouse noted that First Selectman J. Maguire is in attendance and will be attending BOE and BOF meetings moving forward. Tri-Board meeting next Wednesday, October 15, 2025. Chairperson Greenhouse is not available to attend, not sure if other BOE members can attend, Supt. Bruneau will attend. Town Manager E. Anderson sent out timeline for budget. Town meeting for budget is scheduled for April 8, 2025 which is also a BOE meeting date, so Chairperson Greenhouse asked if the Town Meeting can be changed so as not to conflict with BOE meeting.
- B. Superintendent's Report** – Supt. Bruneau noted that oil costs are locked in for next year at \$2.49. Has been working with T. Smith and Principal Parker to cull through applications for the part-time finance position to replace T. Smith who will be retiring at the end of the school year. Have identified a candidate who would be a good fit and are working to negotiate contract requirements. T. Smith will be training the new staff person. Awarded after school program, awarded based on size of district, we received 1/3 of amount that was asked for. Will need to rethink how to allocate these funds to get the most benefit. Will be meeting with the State to get any additional guidance on requirements. Family events are all still set to take place, had Open House, will have pumpkin carving in October. Discussion regarding all grant funds and reporting of such. Supt. Bruneau reported on facilities, reviewed regular inspections. Had an energy audit completed with representative company from Eversource and went over in detail how the program works and the cost/savings benefits. Discussion about this opportunity, will ask the company to come to the January BOE meeting to present and answer questions from BOE members.
- C. Principal's Report** – Principal Parker thanked the staff members who are attending the meeting this evening. Reviewed enrollment data, anticipates enrollment to continue to climb this year. Principal Parker presented the 24-25 Summative Assessments and the 25-26 Strategic Plan. She reviewed the SBAC testing, including the process and district results as well as outlining the difference between District Performance Index and School Performance Index. Principal Parker reviewed the DIBELS Foundational Reading Skills results (for K-3 students), what the test entails, and the details of the results. Reviewed the Chronic Absence

report and what the results indicate. Principal Parker reviewed the AES Strategic Improvement Plan and highlighted several areas, including the three major tenets of fiercely pursuing academic excellence, emotional intelligence, and a community where belonging matters. Reviewed skills and dispositions which were chosen to mirror the ones that RHAM uses for continuity. **Academic excellence:** using Building Thinking Classrooms for math and focusing on accountable talk. **Emotional intelligence:** self-awareness, self-regulation, and SEL. **Community where belonging matters:** ensure every student is known, special education, SRBI, enrichment, and family engagement. Principal Parker answered questions from the BOE members. Thanked the staff for their hard work in the classrooms and in getting the Strategic Plan created and put into motion.

- D. Financial Report** – T. Smith reviewed the financial reports as presented and answered BOE member questions. Discussion regarding Pre-K budget, which is separate from the General Fund.

E. Liaison Reports

LGP – No report.

PTA – C. Willard reported PTA is going well – good turnout this past Monday.

CIP – S. Loudon noted there will be a CIP meeting next Thursday, October 16, 2025.

8. Items for Discussion & Actions

A. Item: Norton Fund

Action: Discussion

Supt. Bruneau shared information on an ongoing issue with a check for this fund. Has spoken with BOF and Town Treasurer. Cannot have access to the account to rectify this issue as no person from BOE is on the account. Met with E. Anderson at length to try to get this issue resolved; Supt. Bruneau shared every document we have at that meeting. Chairperson Greenhouse asked that a specific plan be created. Moving forward Supt. Bruneau and J. Maguire will connect to share information, including Town Treasurer.

B. Item: Solar Project Update

Action: Discussion and Possible Action

In process, all materials have been dropped off. Everything should be in place on the roof by Halloween, and will have lessons in classrooms about solar.

C. Item: Bathroom Project Update

Action: Discussion and Possible Action

Chairperson Greenhouse noted that Fuss & O'Neill is helping to complete the process of choosing contractors for the RFP. Met July 21, 2025 with a representative from Fuss & O'Neill, and created a sub-committee specifically for this project with a representative from

the BOS and BOF on this sub-committee. Asked for RFP information to be posted on Town website, using Fuss & O'Neill to do this process, and using the process that has been used historically through school projects. Chairperson Greenhouse noted that the protocol for RFPs within the Town is not clear and would like to see that addressed separately to clarify for a process that is uniform. Supt. Bruneau reviewed the current tasks being completed in this process through Fuss & O'Neill. Hazmat assessment has been completed. Discussion regarding this process and how to move forward. Chairperson Greenhouse noted that anyone interested in this project can attend the next subcommittee meeting, and that date/time will be disseminated to community members.

D. Item: 9000s Policies

Action: Discussion and Possible Action

S. Louden made a motion to table Agenda Item D. 9000s Policies to next month's agenda, seconded by C. Willard. No discussion.

6-0-0 (PASSED)

E. BOE Goals #4 – Comparable District Capital Plans

Action: Discussion

Chairperson Greenhouse reviewed the range of capital plans she was able to find from other districts and reviewed other town plans presented by C. Willard. Discussion on how the ideal plan would be a town-wide capital plan that outlines all of the projects needed from all town departments, and when it would be anticipated to be completed. Supt. Bruneau shared a draft of a plan that she has started to create to show what items are under the BOE purview, the life expectancy, when it was replaced, the cost, and the estimated time for replacement, following the new template shared two days ago by E. Anderson.

9. Comments from the Public on Agenda Items

M. Miner – contractor for over 30 years, general contractor for 14 years, vitally important to obtain complete scope and bid before hiring.

10. Executive Session – For the Purpose of Discussing the Superintendent's Contract

S. Louden made a motion to enter into Executive Session at 9:23 pm for the Purpose of Discussing the Superintendent's Contract, seconded by C. Willard. No discussion.

6-0-0 (PASSED)

Exited Executive Session at 10:01 p.m.

11. Other Action Items – None.

12. Upcoming Meetings

- Regular BOE Meeting – November 12, 2025, 7:00 p.m.
- Items for Next Meeting – 9000s Series Policies

S. Loudén and G. Crémé recognized and thanked C. Willard for her service as a member of the BOE.

13. Adjournment

**C. Willard made a motion to adjourn the meeting at 10:03 p.m., seconded by S. Loudén.
No discussion.**

6-0-0 (PASSED)

Respectfully submitted,

Dawn M. Longley, Clerk

Grants FY26
as of 9/30/2025

Account Id	Description	FY25 C/O	Anticipated FY26	Actual Cash Rec'd	25/26	25/26	25/26
PREK REVENUE YTD:							
009-250-0909-0000	PreK Tuition Revenue (NG)		\$ 155,566.00	11,220.00			
009-250-0909-0119	PreK Early Start Tuition		\$ 60,480.00	6,145.00			
009-250-0909-0219	PreK Smart Start Tuition		\$ 31,940.00	3,131.00			
	PREK REVENUE TOTAL YTD	7/370.28	\$ 247,986.00	20,496.00			27,866.28
PREK TUITION EXPENSES (Local Tuition)							
009-101-0909-0000	PreK Certified		\$ 14,986.14	\$ -			Total Expenses FY26
009-102-0909-0000	PreK Non-Cert Salaries		\$ 5,702.53	\$ -			\$ 14,986.14
009-106-0909-0000	PreK Subs		\$ 240.00	\$ -			\$ 5,702.53
009-610-0909-0000	PreK supplies		\$ 200.12	\$ -			\$ 240.00
	PREK TUITION TOTAL:		\$ 21,128.79	\$ 0.00			\$ 200.12
							\$ 21,128.79
EARLY START (Early Start) PREK 2026:							
009-101-0965-1001	PreK Early Start Competitive Other Purchased Serv		Anti Budget FY26	25/26 Expended	25/26 Encumb	24/25 Balance	
009-320-0965-1001	PreK Early Start Competitive Purch Prof/Tech Serv		33,000.00	13,947.24		19,052.76	Teacher & Para
009-600-0965-1001	PreK Early Start Supplies					0.00	0.00
009-700-0965-1001	PreK Early Start Comp Quality Enhancement					0.00	0.00
	PreK Early Start Competitive Total		33,000.00	13,947.24	0.00	19,052.76	
SMART START PREK 2026:							
009-101-0976-1001	PreK Smart Start Ops - Inst Salary		65,000.00	7,398.69		57,601.31	Teacher
	Smart Start Total		65,000.00	7,398.69	0.00	57,601.31	

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