

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT  
Board of Education  
Meeting Wednesday, July 9, 2025  
7:00 pm  
Virtual Meeting/School Library**

**Members Present:** Caitlin Greenhouse (Chairperson), Eric Becker, Mike Beckwith (virtual), Gerard Crémé, Shannon Loudon, Celeste Willard

**Members Absent:** Brianne Lanzieri

**Administration:** Valerie Bruneau, Superintendent (virtual)  
Taylor Parker, Principal  
Terri Smith, Finance

**Others:** Maureen Sullivan (virtual), Grace Wlodarczyk (virtual), Kaitlyn Dalby (virtual), Cristina Catarino (virtual), Holly Maiorano (virtual), Doris A. Maldonado Mendez (virtual), Julie (virtual), Kyleen Mike

**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 – None.**

**3. Communications – None.**

**4. Student/Other Celebrations – Introduction of Newly Hired Staff**

Principal Parker introduced new team members: Kyleen Mike, Shaelah Butler, Hailie Kegler, Sam Dooley, and Amaya Williams as full-time paraeducators, some from various part-time and substitute positions from the previous year; Kaitlyn Dalby and Cristina Catarino, who are joining the team, were student teachers at AES this year; Grace Wlodarczyk and Dr. Maureen Sullivan are new teachers on the team.

**5. Approval of Minutes**

Minutes from June 11, 2025, Regular Board of Education Meeting

**S. Loudon made a motion to approve the minutes from the June 11, 2025, Regular Board of Education Meeting, seconded by G. Crémé. No discussion. C. Willard abstained.**

**5-0-1 (PASSED)**

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

**7. Reports**

- A. Chairperson's Oral Report** – Chairperson Greenhouse noted auditor was at the last BOF meeting to review the Annual Audit report; the slides and meeting recording are online for BOE members who want to watch. Chairperson Greenhouse noted the auditor's presentation was well done and informative. There was a recommendation that in the future this meeting is done with all Town Boards. There is concern on the Town side about the usage of funds over and above the 2% non-lapsing and BOE ability to deposit these funds into the capital account. Suggestion that there may need to be a Town meeting or some other method of approval moving forward. There was a vote at BOS for a meeting and it was denied. This will need to be revisited with the BOF.
- B. Superintendent's Report** – Principal Parker reported on behalf of Supt. Bruneau who was remote. Solar agreement has been signed, waiting for schedule of install. Waiting on final drafts of bathroom plans and then will convene the subcommittee to move this project forward. Nick Caruso from CAFE is ready for the August 13<sup>th</sup> BOE retreat, starting at 4:00 p.m. Please let Supt. Bruneau know of any dietary restrictions so menu plans can be made. Please let Supt Bruneau know if you are going to CAFE Conference by August 22<sup>nd</sup> so tickets can be purchased at the lower price. Conference is November 21 & 22, 2025, (a Friday and Saturday); recommends going on Friday if need to choose one day.
- C. Principal's Report** – Principal Parker noted that while it is summer, it's still a busy time. Custodians working on getting building ready for fall. PreK summer camp coming up. With Mental Health Grant, some family events are being planned. Planning for professional development for the fall. *Building Thinking Classrooms* is a Math program to be introduced in the fall, collaborating with Marlborough as they will be introducing this program as well. Principal Parker also engaged in continuing education, attended a Principal's Conference in Orlando a few weeks ago for her own professional development, will also renew her PMT training, etc. Planning for the children coming back to school. Current enrollment is 252 with 2 anticipated moving into the district, for a final total of 254 enrollment. Elevator repair was done, coming back to tweak some things. HVAC inspection next week.
- D. Financial Report** – T. Smith reported on the financials as presented. Wrapping up the previous school year, waiting on some final purchase orders to complete from last year. Answered questions from the BOE. T. Smith presented and reviewed the report that she sends to the BOF each month and will provide this to the BOE monthly moving forward. Reviewed report of the bank statements from the Town; the 2% contributed from last year's final audit was deposited into the account. \$14K in funds from Title I, II, and IV grants from the Federal Government are being held back this year; these funds typically come directly to the school and may affect the budget for the 2025-2026 school year, which may mean accessing the 2% non-lapsing funds to cover this shortfall.

## **E. Liaison Reports**

**School Readiness** – Now a Local Governance Partnership (Lebanon, Hebron, & Andover), EastConn will be the fiduciary and the LGP will be meeting about 4-5 times this summer to get organized and functioning. Will be looking for parent ambassadors to help identify community needs.

**PTA** – No report.

**CIP** – No report.

## **8. Items for Discussion & Actions**

### **A. Item: Solar Project Update**

**Action: Discussion and Possible Action**

Agreements are signed and waiting for work to be scheduled.

### **B. Item: Final Audit Update 23 - 24**

**Action: Discussion**

No further discussion.

### **C. Item: Bathroom Project Update**

**Action: Discussion and Possible Action**

Waiting for updated plans, Supt. Bruneau has assembled a committee with representatives from BOE, BOF, & BOS. Plans are expected this week.

### **D. Item: 2000s Policies**

**Action: Discussion and Possible Action**

A copy of policies was provided to BOE members prior. BOE members reviewed and discussed each policy in the 2000s section and shared feedback and recommendations for changes as needed.

**S. Louden made a motion to accept all policies as reviewed, with grammatical changes as noted and removal of first version of Policy 2133 and use of the second version of that policy, except for Policies 2151, 2140, and 2232, which require further discussion and changes, seconded by C. Willard. Next steps: S. Louden will make changes to policies and bring back to Board for a second reading and final approval. No further discussion.**

**6-0-0 (PASSED)**

## **9. Comments from the Public on Agenda Items**

-H. Maiorano asked if she could review changes on policy regarding Director of Special Education and if she could provide feedback.

-D. Maldonado asked a question regarding long-term sub positions and if there will be a notice sent out to families, so they are aware.

**10. Other Action Items** – None.

**11. Upcoming Meetings**

- BOE Retreat at 4:00 p.m. on August 13, 2025
- Regular Board Meeting – August 13, 2025
- Items for Next Meeting – Solar Project Update, Discuss of Superintendent's Review

**12. Adjournment**

**C Williard made a motion to adjourn the meeting at 8:15 p.m., seconded by S. Loudon. No discussion.**

**6-0-0 (PASSED)**

Respectfully submitted,

Dawn M. Longley, Clerk