

**ANDOVER ELEMENTARY SCHOOL  
ANDOVER, CT  
Board of Education  
Meeting Wednesday, November 12, 2025  
7:00 pm  
Virtual Meeting/School Library**

**Members Present:** Caitlin Greenhouse (Chairperson), Mike Beckwith, Brianne Lanzieri, Shannon Louden

**Members Absent:** Eric Becker, Gerard Cremé

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

**Others:** First Selectman Jeff Maguire, Marcie Miner, Scott Sauyet, Holly Maiorano (virtual), Lisa Hopkins (virtual), Liz Lokiec (virtual), Scott Person (virtual), Sharon St. Rock (virtual), Maureen Sullivan (virtual), Kimberly Person (virtual), Amber Pritchard (virtual), Jeff Murray (virtual), Beata Gadomski (virtual)

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

The meeting was called to order at 6:59 p.m. by Chairperson Greenhouse, followed by the Pledge of Allegiance.

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

**3. Communications**

Discussion regarding request for information made by Mr. Maguire to the BOE that was not able to be fulfilled due to FERPA, FOIA, and HIPPA regulations. Supt. Bruneau noted that due to FERPA regulations we are unable to provide individual, per student tuition agreements. FOIA regulations limit the release of confidential student records that could provide identifying information. HIPPA prohibits sharing information on teachers and their insurance choices and costs. Total school numbers can be shared (the total number of AES staff on insurance, the total amount to be collected for tuition, the total amount collected to date, etc.).

**4. Student/Other Celebrations**

Principal Parker reported the House of Altruismo completed their “Pennies for Pantries” fundraiser and presented a check for \$506.62 to the food pantry. Supt. Bruneau reported that the Music Teacher applied for the Horns for Kids grant, and Andover will be receiving a flute from this grant. The value is about \$500.

**5. Approval of Minutes**

Minutes from October 8, 2025, Regular Board of Education Meeting

**S. Louden made a motion to approve the minutes from the October 8, 2025, Regular Board of Education Meeting seconded by M. Beckwith. No discussion.**

**4-0-0 (PASSED)**

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

**Chairperson Greenhouse made a motion to move item 8.C. (9000s Policies Discussion & Possible Action) to next month's meeting based on current Board attendance, seconded by S. Louden. No discussion.**

**4-0-0 (PASSED)**

Supt. Bruneau noted she will get the 9000s policy documents to incoming BOE members so they can review prior to next month's meeting, will also provide them with the CABE packet.

**7. Reports**

**A. Chairperson's Oral Report** – Chairperson Greenhouse noted elections took place November 4, 2025. Sharon St. Rock and Marcie Miner joined the Board, Gerard Cremé rejoined. Celeste Willard left the Board at the end of her term, will look to fill Eric Becker's seat Dec. 1, 2025 due to his resignation from the Board.

**B. Superintendent's Report** – Supt. Bruneau noted that signups complete for the CABE/CAPPS conference next week. S. Louden, S. St. Rock, and C. Greenhouse will be attending. After-school grant up and going, some programs in place, and will do some adjustments based on funding. Reduction in IDEA and Title funds, was not as significant as it could have been. Supt. Bruneau reported on the SEED grant, which was funded to towns. Discussed funding issues including that funds were not issued to Regional districts, however towns already have planned usage of these funds. It is a difficult situation to navigate with RHAM. Representative regarding the energy audit will come to Board meeting in January.

**C. Principal's Report** – Principal Parker reported 2 additional elementary school enrollments not reflected on reports. Shared information on the Local Governance Partnership (LGP), Andover is partnering with Hebron and Lebanon (old School Readiness Council). Chose the Parent Ambassador for the group, Doris Maldonado Mendez was hired as the Parent Ambassador from Andover. The LGP will have three parent ambassadors. PD on Nov. 4<sup>th</sup>, half conference on developing curiosity and other half in house training revising curriculum (6<sup>th</sup> grade social studies), ensuring we are aligned with the RHAM curriculum to best prepare the students moving up. Reviewed language and literacy curriculum with an overview of Bookworms and its three components including shared reading that includes choral reading,

partner reading, and discussion. Vocabulary, which is explicitly taught, and ELA includes deep discussions and conversations, Writing in groups and shared, as well as individual. Third piece is Differentiated Instruction Block for small groups and independent reading to provide the support needed for each child. Phonemic, Heggerty covers phonemic awareness, Foundations is phonics for letter sounds, word patterns. Piloting UFLI to replace Foundations for phonics. Chosen to be observed using the language and literacy by a research professor from Sacred Heart that the CT State Department of Education has partnered with.

#### **D. Financial Report**

Supt. Bruneau introduced Jodiann Tenney, who will be working with T. Smith and will be replacing T. Smith fully upon her retirement at the end of this year. T. Smith reviewed the financial reports as presented and answered BOE member questions. Discussion regarding PreK budget, including clarification of the budget, tuition and grants. Discussion about including bank statements and check registers as part of the financial report. The Board will continue things “per usual”. Finance will continue to report the same information to the BOE and send the same reports to the BOF and Town Treasurer. BOE is not requesting any changes of the school finance director at this time.

#### **E. Liaison Reports**

**LGP** – See Principal’s report, no Liaison appointed as yet, meeting dates should be available at next meeting and will ask for a Liaison at that time.

**PTA** – B. Lanzieri offered to take over as PTA Liaison moving forward. Principal Parker noted that the past meeting focused on holiday planning.

**CIP** – S. Loudon noted there was a CIP meeting and went over E. Anderson’s Capital report which was reviewed, there was a vote taken after S. Loudon left the meeting.

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

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

##### **Action: Discussion and Possible Action**

Supt. Bruneau reported installation is underway, bulk will be completed in the next two or three weeks. Electrical wire wrap-up by end of the month. There will be a scheduled shutdown to integrate solar with the utilities. Ideally shut down will be after school on Friday through Saturday, will coordinate with Rec Center to plan this. Discussion to determine who from the Town side will inspect.

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

##### **Action: Discussion and Possible Action**

Chairperson Greenhouse reported that there was written information from Fuss & O’Neill in order to compare quotes. Discussion regarding bidding process and engineered drawings, which information has been shared through the subcommittee meetings which include

representatives from BOF and BOS. BOE members expressed frustration about the time for this process. It will be further discussed at the next meeting.

**C. Item: 9000s Policies**

**Action: Discussion and Possible Action**

This agenda item was moved to December meeting (See Agenda Item 6 above).

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

**M. Miner** – Noted she is happy to be coming onto the Board next month and looks forward to supporting the Board with her experience with contracting, especially in regard to the bathroom project.

**H. Maiorino** – Special education and special services had assistive technology training with NEAT, first part today, second part tomorrow.

**L. Hopkins** – Thanked the Board members for everything they do for everyone.

**S. Person** – Expressed feeling upset by the treatment of First Selectman and frustrated by no competitive bidding on the bathroom project.

**L. Lokiec** – Echoed the concerns of S. Person and the frustration about the bathroom project. Questioned when/if a formal presentation to tax-payers with different options and costs.

**10. Other Action Items**

Chairperson Greenhouse noted the election of new Board members being seated next month. At this meeting, Supt. Bruneau opens meeting and then election of Board Officers takes place to appoint a Chair and then that Chair takes over the meeting. Discussion of who needs to be appointed in place of E. Becker. Discussion and agreement that Supt. Bruneau will connect the new BOE members with the CAFE Training webinar which is required by State of Connecticut.

Discussion of proposed Percy Cook trail, discuss impact of the start/end of the trail on traffic. Will discuss at the December BOE Meeting.

Discussion to add affirmative action statement at the end of each meeting to ensure meeting stays focused on Board goals and student success. Principal Parker noted she will add this to her presentations about learning implementation moving forward as she will be presenting each month how the staff is supporting the goals through direct work with children. Next month is SEL, then Math...every month there will continue to be a student centered focus presented by the Principal on behalf of the leadership team highlighting one aspect for the Board and updating the community.

**11. Upcoming Meetings**

- Regular BOE Meeting – December 10, 2025, 7:00 pm
- Items for Next Meeting – 9000s Series Policies, Introduce LGP Parent Ambassador, Percy Cook Trail

AES BOE Meeting  
Nov. 12, 2025  
Approved 12/10/25

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## **12. Adjournment**

**S. Louden made a motion to adjourn the meeting at 8:22 p.m., seconded by M. Beckwith.  
No discussion.**

**4-0-0 (PASSED)**

Respectfully submitted,

Dawn M. Longley, Clerk

Preschool Grants/Tuition/Expenses FY26  
as of 10/31/2025

Account Id	Description	FY25 C/O	Anticipated FY26	Actual Cash Rec'd	25/26	25/26	25/26
					Checks to be deposited	Total Cash Received	
<b>PREK REVENUE YTD:</b>							
009-250-0909-0000	Prek Tuition Revenue (NG)	\$	155,566.00		27,840.00		
009-250-0909-0119	Prek Early Start Tuition	\$	60,480.00		13,634.00		
009-250-0909-0219	Prek Smart Start Tuition	\$	31,940.00		6,290.00		
	<b>PREK REVENUE TOTAL YTD</b>	<b>4,129.00</b>	<b>\$ 247,986.00</b>		<b>47,764.00</b>		<b>51,893.00</b>
<b>PREK TUITION EXPENSES (Local Tuition)</b>							
009-101-0909-0000	Prek Certified	\$	30,647.28	\$	-	\$	30,647.28
009-102-0909-0000	Prek Non-Cert Salaries	\$	17,613.71	\$	-	\$	17,613.71
009-106-0909-0000	Prek Subs	\$	1,560.00	\$	-	\$	1,560.00
009-610-0909-0000	Prek supplies	\$	1,555.50	\$	-	\$	1,555.50
	<b>PREK TUITION TOTAL:</b>		<b>51,376.49</b>	<b>0.00</b>	<b>\$</b>	<b>\$</b>	<b>51,376.49</b>
<b>EARLY START (Early Start) PREK 2026:</b>							
009-101-0965-1001	Prek Early Start Salaries		66,000.00		29,283.73		
	<b>Anti Budget FY26</b>	<b>25/26 Expended</b>	<b>25/26 Encumb</b>			<b>24/25 Balance</b>	
							36,716.27 Teacher & Para
	<b>Prek Early Start Competitive Total</b>	<b>66,000.00</b>	<b>29,283.73</b>	<b>0.00</b>		<b>36,716.27</b>	
<b>SMART START PREK 2026:</b>							
009-101-0976-1001	Prek Smart Start Ops - Inst Salary		65,000.00		14,797.38		
	<b>Smart Start Total</b>	<b>65,000.00</b>	<b>14,797.38</b>	<b>0.00</b>		<b>50,202.62</b>	<b>Teacher</b>

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

516.51