

Andover Board of Education ~ Regular Meeting Agenda

We strive to create a safe educational environment that establishes a foundation for all students to become creative, moral, and compassionate people. We will provide the resources needed to support our educational practices with an understanding of our fiscal responsibilities to the community.

2025-2026 BOE Goals

- ◆ Elevate academic and social/emotional growth for all students
- ◆ Develop additional communication strategies to reach community members with clarity
- ◆ Update 6 Policy manual series
- ◆ Create a process to update a 1-5-10 year capital plan on a yearly basis

Date: May 13, 2026

Start Time: 7:00 pm

Location: School Library/Virtual Meeting

Agenda Items

1. Call to Order/Pledge of Allegiance/Opening Statement
2. Comments from the Public
3. Communications
4. Student/Other Celebrations
5. Approval of Minutes
 - Regular Meeting of April 8, 2026
 - Special Meeting of April 14, 2026
6. Opportunity to Add or Delete Agenda Items
7. Reports
 - A. Chairperson's Oral Report
 - B. Superintendent's Report: Grant, Facilities & Budget
 - C. Principal's Report: Professional Development & Curriculum Updates
 - D. Financial Report
 - E. Liaison Reports & Updates
8. Items for Discussion & Actions
 - A. Item: Bathroom Project Update
Action: Discussion & Possible Action
 - B. Item: BOE 9000 Series Policies
Action: Vote to Approve
9. Comments from the Public on Agenda Items
10. Other Action Items
11. Upcoming Meetings
 - Regular Board Meeting – June 10, 2026, 7:00 p.m.
 - Items for Next Meeting
12. Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/87220610398?pwd=amFaOXZVMmhVakVPamo0N0JvWkF0QT09>

Meeting ID: 872 2061 0398

Passcode: 200920

One tap mobile, +16465588656,,87220610398# US (New York), +16469313860,,87220610398# US

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT
Board of Education
Meeting Wednesday, April 14, 2026
4:00 pm
Virtual Meeting**

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

Members Absent: Alicia Lee

Administration: Valerie Bruneau, Superintendent

Others: Bill Desrosiers, Jeff Murray, Scott Person, Kim Person

1. Call to Order

The meeting was called to order at 4:03 p.m. by Chairperson Greenhouse.

2. Communications

Chairperson Greenhouse reported that emails had been shared by Jeff Murray, Bill Desrosiers, Erik Sanderson, and phone calls made by C. Greenhouse and V. Bruneau.

3. Items for Discussion & Actions

A. Item: Bathroom Project - Bidder Award

Action: Discussion & Vote to Approve Bathroom Project Bid Awardee

B. Lanzieri shared that she spoke with her brother, an expert in architecture, who suggested Secondino was the better choice for AES especially given that it's smaller and self-contracted. G. Cremé shared that, either way a choice is a "crapshoot", but was concerned with the change from the last meeting. Also noted a change from the letter we had from E. Sanderson in support of Richards Corp and the conversations prior about not going with the least expensive simply to save money. Chairperson Greenhouse shared maybe lower change orders with Secondino. S. St. Rock was willing to follow the lead of the BOE if they felt better going with Secondino. M. Miner was confident that Secondino would be a good choice considering they do things in-house. S. Louden agreed that this would be a good choice considering the recommendations from experts. J. Murray suggested paying for someone to oversee the project with the savings from the choice of contractors.

Motion to accept the bid and hire Secondino and Sons as the Bathroom Contractor was made by B. Lanzieri and seconded by M. Miner.

Roll Call Vote:

**B. Lanzieri – aye
G. Cremé – aye**

**S. Louden – aye
S. St. Rock – aye**

**C. Greenhouse – aye
M. Miner – aye**

6-0-0 (PASSED)

4. Comments from the Public on Agenda Item – None.

5. Upcoming Meetings

- May 5, 2026: Referendum Vote all day
- May 13, 2026: Regular BOE meeting 7:00 p.m.

6. Adjournment

S. Louden made a motion to adjourn the meeting at 4:14 p.m., seconded by G. Cremé. No discussion.

6-0-0 (PASSED)

Respectfully submitted,

Valerie Bruneau, Superintendent

**ANDOVER ELEMENTARY SCHOOL
ANDOVER, CT
Board of Education Meeting
Wednesday, April 8, 2026
7:00 pm
Virtual Meeting/School Library**

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

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

Others: In-Person: Anne Cremé, Kirstina Frazier; Virtual Attendees: Jennie Morrell, Amber Pritchard, Kathy Hartnett, Jen McGoldrick, Melissa Loteczka, Carrie Gilbert, Amanda Beloin

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. Chairperson Greenhouse reminded everyone that tomorrow night (4/9) was the Town budget meeting and encouraged everyone to attend.

2. Comments from the Public – None.

3. Communications

Chairperson Greenhouse noted we received a letter from a community member and parent in support of the budget and the school; she believes the letter was sent to the Board of Finance and Board of Selectmen as well.

4. Student/Other Celebrations

Superintendent Bruneau celebrated an article that appeared in NAEYC's Spring 2026 magazine, "Building Bridges Toward Success", co-written by Dr. Lori Blake (resident and former AES parent), Jennie Morrell (Early Childhood Specialist), and Leslie Barone (Preschool Teacher). Mrs. Morrell shared about the work that went into the article and the work that preschool and kindergarten did together to prepare students for kindergarten.

Principal Parker celebrated JA Day on March 25th (non-profit organization visits schools to support students' financial literacy). Mrs. Maldonado wrote an article about the day in the RiverEast. Shoutout to Mrs. Frazier and Mr. Mendoza for all their work on this event.

5. Approval of Minutes

Superintendent Bruneau made note that if anyone would like to be the Board Clerk, the position is still open and anyone interested can reach out to the school.

Minutes from March 11, 2026 Regular Board of Education Meeting

S. Louden made a motion to approve the minutes from the March 11, 2026, Regular Board of Education Meeting seconded by S. St. Rock No discussion.

7-0-0 (PASSED)

Minutes from April 6, 2026 Special Board of Education Meeting

S. Louden made a motion to approve the minutes from the April 6, 2026 Special Meeting seconded by G. Cremé. No discussion.

7-0-0 (PASSED)

6. Opportunity to Add or Delete Agenda Items

Chairperson Greenhouse brought up a question about the policy series that is being worked on and what the status is. S. Louden is working with D. Kane and Superintendent Bruneau and will plan to have it ready for next month's meeting.

C. Greenhouse made a motion to add to 7.D. Possible Action on Transfer of Money, seconded by S. Louden. No discussion.

7-0-0 (PASSED)

7. Reports

A. Chairperson's Oral Report – Hopes everyone has been able to keep up to date with everything going on with the budget, from Board of Finance meetings to RHAM updates to budget; Town budget meeting is tomorrow night and the Board of Education will not be doing their presentation prior to the meeting.

B. Superintendent's Report – Supt. Bruneau reported that there is no new information on grants, DRIP grant will be transferred over to take care of maintenance and repairs, still waiting for SEED money (~\$4300) from the Town, Jodi following up on that with Lisa from the Town, the afterschool grant will end at the end of this school year but we have qualified again for next year, person from the grant will be visiting tomorrow, Thursday, April 9th, thanks to Mrs. Frazier for her work on this, the babysitting course will take place as a part of the afterschool program.

Budget- Discussion about new information given to us by Hebron, our budget is only for 35 School Road-operation and capital budget together, enrollment report shared and discussion of the need for an additional 6th grade class, preschool enrollment was discussed (historically their enrollment has been roughly 21% of the school, we are now at 25%), Per Pupil Expenditures (PPE) continue to go down for AES, we are currently the lowest in the DRG and that will affect results on the school side, drivers for increase are special education, insurance increases, enrollment, contractual increases, transportation, and loss of grants. Chairperson Greenhouse clarified that even if we didn't have Pre-K, we'd be required to provide SPED services for those students. Supt. Bruneau clarified information about the budget, answered questions.

Facilities- RLE Eversource program moving forward. Solar has a few final things to finish to get it up and running.

- C. **Principal's Report** – Principal Parker shared updated calendar plans, the last day will be Wednesday, June 17th.

Profess. Dev.- Barb Golub, reading consultant, came in to discuss UFLI (phonics program) and Tier 1 instruction; Friday PD will also happen this week.

SBAC testing will start up after April break, 3rd grade will begin earlier to give them shorter testing sessions, most students test approximately 2 hours total, with the exception of 5th grade who has additional testing in science, DIBELS testing will be done in K-6 at the end of the year. 6th Grade Step up will be 6/12 at 10:00 a.m.; Field Day will be June 5th.

- D. **Financial Report** – Jodiann reviewed and reported on the financial reports as presented, she is encumbering money to cover expected expenses. The projected deficit is \$97,500. Board members asked questions regarding the encumbrance, discussion occurred regarding the need to do this to cover all expenses.

Chairperson Greenhouse made a motion to move \$97,500 from the 2% non-lapsing account, authorizing the transfer to the 25-26 operating budget, allocation of specific line items will be made by the superintendent and finance director pursuant to Board Policy and state statutes policy 10-248a, seconded by S. Loudon. No discussion.

7-0-0 (PASSED)

- E. **Liaison Reports**

CIP – S. Loudon met and approved recommendation for air tanks for fire department (approximately \$65,000); Board of Finance does not expect to have a lot of capital needs over the next few years.

PTA – B. Lanzieri reported new officers were elected: Beata Gadowski-president, Jaime Tilden-Bailey-secretary, Katie Marino-treasurer, Ashley Fern-membership secretary, Kyleen Mike-secretary

LGP – Principal Parker noted subcommittee created to conduct a needs assessment; surveys will be sent to families to assess needs of families with children 0-5 years old.

8. Items for Discussion & Actions

- A. **Item: 2026-2027 AES Budget**

Action: Determination of Bathroom Project RFP

Chairperson Greenhouse shared that 10 people came for the walk-through with 5 bids submitted, bids submitted were lower than prior bids submitted due to current needs of companies and government situation. Discussion regarding whether the Board could consider using Fuss & O'Neill to consult on the project if the Board is not able to take it on. Chairperson Greenhouse shared that Erik Sanderson, Bill Desrosiers and Jeff Murray were going to look over the information and were willing to share feedback. M. Miner asked if bids discussed the problem that existed, discussion followed and confirmed they did. Discussion regarding the different companies- Richards Corporation, Secondino and Sons, and Sarazin Contractors, and the differences in their bids; calendar was discussed and how tight the timeline is; members of the Board expressed concern making a decision tonight without input

from the committee members from the Town.

S. Louden made a motion to accept the Richards Corporation bid, seconded by G. Cremé. Chairperson Greenhouse shared she would like to hear other opinions before making a decision. Erik Sanderson's letter did recommend Richards Corporation. Some members were not comfortable making the decision at this time. S. Louden withdrew this motion.

S. Louden made a motion to move forward with the two finalists, Richards Corporation or Secondino and Sons, seconded by C. Greenhouse. No discussion.

6-0-1 (PASSED) M. Miner abstained

S. Louden made a motion to hold a meeting on Tuesday, April 14th at 4:00 p.m. via Zoom for final vote and discussion, seconded by G. Cremé. No discussion.

7-0-0 (PASSED)

B. Item: Updated BOE Policy 3326

Action: Discussion and Possible Action

Second Reading: This policy changes the wording from the second backup signer being the First Selectmen to Vice Chair of the Board of Education.

S. Louden made a motion to approve policy 3326 as presented at last month's meeting, seconded by G. Cremé. No discussion.

7-0-0 (PASSED)

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

10. Other Action Items – None.

11. Upcoming Meetings

- Town Budget Meeting – April 9, 2026, 7:00 p.m.
- Regular BOE Meeting – May 13, 2026, 7:00 p.m.; BOE Social with teachers to share appreciation at 6:30 p.m.
- Items for Next Meeting – Additional 9000 Series BOE Policies

12. Adjournment

S. Louden made a motion to adjourn the meeting at 8:40 pm, seconded by S. St. Rock. No discussion.

7-0-0 (PASSED)

Respectfully submitted,

Jen McGoldrick, Board Clerk

ENROLLMENT REPORT

May 1, 2026

Pre-K	17	18	16	16	4	67
K	14	12			2	26
Grade 1	11	11			2	22
Grade 2	12	12			2	24
Grade 3	12	13			2	25
Grade 4	19	18			2	37
Grade 5	13	12			2	25
Grade 6	27				1	27
Charter/Magnet	2					2
Outplacement	1					1
					Total	256

2020-2021 School Year

August	177
September	176
October	175
November	179
December	179
January	180
February	181
March	183
April	184
May	184
June	183

2021-2022 School Year

August	193
September	193
October	193
November	193
December	191
January	192
February	194
March	192
April	193
May	193
June	193

2022-2023 School Year

August	200
September	201
October	198
November	198
December	198
January	197
February	198
March	198
April	199
May	199
June	200

2023-2024 School Year

August	206
September	206
October	206
November	207
December	214
January	213
February	217
March	220
April	220
May	220
June	219

2024-2025 School Year

August	240
September	240
October	240
November	242
December	242
January	241
February	242*
March	242
April	242
May	241
June	242

2025-2026 School Year

August	249
September	249
October	247
November	249
December	253
January	259
February	259
March	259
April	256
May	256
June	

Prepared by: R. Crandall

Range of Accounts: 002-000-0000-0000 to 002-999-9999-9999

Include Cap Accounts: Yes AS Of: 06/30/26

Current Period: 07/01/25 to ~~06/30/26~~ 5/4/26 Skip Zero Activity: Yes

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	% Used
002-101-0000-0000	TEACHERS' SALARIES	1,884,978.40	1,411,444.26	514,950.70	41,416.56-	102
002-102-0000-0000	INSTRUCTIONAL ASSISTANTS	113,894.00	109,710.92	16,206.00	12,022.92-	111
002-103-0000-0000	TEACHER SUBSTITUTES	29,550.00	34,310.22	8,040.00	12,800.22-	143
002-106-0000-0000	IA SUBS.SALARIES	3,840.00	5,460.00	2,020.00	3,640.00-	195
002-108-0000-0000	EXTRA CURRICULAR	6,150.00	837.00	0.00	5,313.00	14
002-109-0000-0000	SUMMER SCHOOL	6,160.00	4,437.39	0.00	1,722.61	72
002-110-0000-0000	SUPPORT SALARIES	331,267.60	256,565.28	74,702.73	0.41-	100
002-111-0000-0000	ADMINISTRATIVE	302,544.00	263,129.85	52,873.92	13,459.77-	104
002-130-0000-0000	OVERTIME	1,000.00	875.37	0.00	124.63	88
002-210-0000-0000	GROUP INSURANCE	13,260.00	13,763.59	0.00	503.59-	104
002-220-0000-0000	FICA & MEDICARE	84,613.60	77,421.71	11,332.29	4,140.40-	105
002-230-0000-0000	PENSION	103,891.00	70,664.09	38,226.00	4,999.09-	105
002-240-0000-0000	RETIREMENT BUYOUT	15,000.00	0.00	0.00	15,000.00	0
002-260-0000-0000	UNEMPLOYMENT COMP.	2,600.00	0.00	0.00	2,600.00	0
002-280-0000-0000	MEDICAL & DENTAL BENEFITS	756,529.00	693,269.04	53,000.00	10,259.96	99
002-310-0000-0000	ADMINISTRATIVE SERVICE	1,200.00	900.00	300.00	0.00	100
002-320-0000-0000	PROFESSIONAL EDUCATIONAL SVCS	173,090.00	80,958.31	41,760.25	50,371.44	71
002-330-0000-0000	PROFESSIONAL SERVICES	4,520.00	3,646.29	0.00	873.71	81
002-340-0000-0000	OTHER PROFESSIONAL SERVICES	42,700.00	33,429.81	80.58	9,189.61	78
002-350-0000-0000	TECHNICAL SERVICES	9,300.00	8,721.93	2,845.13	2,267.06-	124
002-420-0000-0000	CLEANING SERVICE	5,500.00	2,100.00	0.00	3,400.00	38
002-430-0000-0000	REPAIR & MAINTENANCE SERVICES	75,000.00	70,580.71	20,783.70	16,364.41-	122
002-432-0000-0000	TECHNOLOGY REPAIR & MAINTENANCE	50,000.00	1,095.48	38,480.00	10,424.52	79
002-510-0000-0000	STUDENT TRANSPORTATION	124,105.00	106,810.47	41,044.08	23,749.55-	119
002-530-0000-0000	COMMUNICATIONS	35,825.00	25,088.96	3,654.24	7,081.80	80
002-540-0000-0000	ADVERTISING	2,000.00	757.00	0.00	1,243.00	38
002-550-0000-0000	PRINTING & BINDING	9,600.00	14,548.27	3,999.10	8,947.37-	193
002-560-0000-0000	TUITION	92,350.00	60,390.74	0.00	31,959.26	65
002-580-0000-0000	TRAVEL	1,940.00	142.80	0.00	1,797.20	7
002-610-0000-0000	GENERAL SUPPLIES	43,400.00	36,848.93	2,116.79	4,434.28	90
002-611-0000-0000	ELA SUPPLIES	2,100.00	193.60	0.00	1,906.40	9
002-612-0000-0000	MATH SUPPLIES	2,050.00	474.47	812.00	763.53	63
002-613-0000-0000	SCIENCE SUPPLIES	2,750.00	450.00	1,008.99	1,291.01	53
002-614-0000-0000	SOCIAL STUDIES SUPPLIES	1,000.00	363.20	0.00	636.80	36
002-622-0000-0000	ELECTRICITY	79,766.00	58,530.24	22,480.12	1,244.36-	102
002-623-0000-0000	BOTTLE GAS	1,200.00	1,188.83	0.00	11.17	99
002-624-0000-0000	OIL/HEATING	103,600.00	82,102.37	5,769.00	15,728.63	85

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	% Used
002-626-0000-0000	GASOLINE	250.00	0.00	0.00	250.00	0
002-629-0000-0000	DIESEL	16,246.00	6,075.88	0.00	10,170.12	37
002-640-0000-0000	BOOKS/PERIODICALS	1,550.00	439.37	0.00	1,110.63	28
002-641-0000-0000	ELA BOOKS	1,050.00	43.62	0.00	1,006.38	4
002-642-0000-0000	MATH BOOKS	1,200.00	941.92	0.00	258.08	78
002-644-0000-0000	SOCIAL STUDIES BOOKS	450.00	0.00	0.00	450.00	0
002-650-0000-0000	COMPUTER/MEDIA	17,800.00	8,374.47	0.00	9,425.53	47
002-810-0000-0000	DUES & FEES	8,850.00	5,876.96	212.54	100,260.50	6
Fund Budgeted		4,565,669.60	3,552,963.35	956,698.16	153,508.09	97
Fund Non-Budgeted		0.00	0.00	0.00	0.00	0
Fund Total		4,565,669.60	3,552,963.35	956,698.16	153,508.09	97
Final Budgeted		4,565,669.60	3,552,963.35	956,698.16	153,508.09	97
Final Non-Budgeted		0.00	0.00	0.00	0.00	0
Final Total		4,565,669.60	3,552,963.35	956,698.16	153,508.09	97

includes 97,500 contingenc
will need to transfer in June to accounts in deficit

Range of Accounts: 002-000-0000-0000 to 002-999-9999-9999
Current Period: 07/01/25 to 05/04/26
Skip Zero Activity: Yes

Include Cap Accounts: Yes AS Of: 06/30/26

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
TEACHERS' SALARIES						
002-101-0000-0000	Teachers	1,490,000.00	1,096,254.27	410,000.00	16,254.27-	0.00
002-101-1000-0000	Special Ed. Teacher	188,938.00	138,070.15	50,867.85	0.00	0.00
002-101-1200-0000	Speech Teacher	54,590.00	52,162.54	8,012.27	5,584.81-	0.00
002-101-2150-0008	Library salary	56,231.40	55,374.17	20,395.71	19,538.48-	0.00
002-101-2220-0000	Instructional Tech salaries	95,219.00	69,583.13	25,674.87	39.00-	0.00
002-101-2230-0000	Control Total	1,884,978.40	1,411,444.26	514,950.70	41,416.56-	0.00
Object Control 0000		1,884,978.40	1,411,444.26	514,950.70	41,416.56-	0.00
INSTRUCTIONAL ASSISTANTS						
002-102-0000-0000	Paraeducators - SPED	113,894.00	109,710.92	16,206.00	12,022.92-	0.00
002-102-1200-0000	Control Total	113,894.00	109,710.92	16,206.00	12,022.92-	0.00
Object Control 0000		113,894.00	109,710.92	16,206.00	12,022.92-	0.00
TEACHER SUBSTITUTES						
002-103-0000-0000	Subst. Teacher Reg.	27,500.00	34,070.22	8,040.00	14,610.22-	0.00
002-103-1000-0000	Subst. Teacher Spec. Educ.	2,050.00	240.00	0.00	1,810.00	0.00
002-103-1200-0000	Control Total	29,550.00	34,310.22	8,040.00	12,800.22-	0.00
Object Control 0000		29,550.00	34,310.22	8,040.00	12,800.22-	0.00
IA SUBS.SALARIES						
002-106-0000-0000	Paraeducator SPED Subs	3,840.00	5,460.00	2,020.00	3,640.00-	0.00
002-106-1200-0000	Control Total	3,840.00	5,460.00	2,020.00	3,640.00-	0.00
Object Control 0000		3,840.00	5,460.00	2,020.00	3,640.00-	0.00
EXTRA CURRICULAR						
002-108-0000-0000	Coaching/Clubs	6,150.00	837.00	0.00	5,313.00	0.00
002-108-1000-0000	Control Total	6,150.00	837.00	0.00	5,313.00	0.00
Object Control 0000		6,150.00	837.00	0.00	5,313.00	0.00
SUMMER SCHOOL						
002-109-0000-0000	Summer School & Tutoring - Spec. Educ.	6,160.00	4,437.39	0.00	1,722.61	0.00
002-109-1200-0000	Control Total	6,160.00	4,437.39	0.00	1,722.61	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
Control Total		6,160.00	4,437.39	0.00	1,722.61	0.00
Object Control 0000		6,160.00	4,437.39	0.00	1,722.61	0.00
002-110-0000-0000	SUPPORT SALARIES					
002-110-1200-0000	NonCertified Sped Admin Salaries	34,640.00	28,807.60	5,832.40	0.00	0.00
002-110-2130-0000	Nurse	72,725.00	54,961.06	17,764.00	0.06-	0.00
002-110-2320-0000	NonCertified Superintendent Office Salar	34,640.00	28,807.82	5,832.50	0.32-	0.00
002-110-2410-0000	NonCertified Admin Salaries	40,704.00	34,092.11	6,611.89	0.00	0.00
002-110-2610-0000	Custodial Salaries	148,558.60	109,896.69	38,661.94	0.03-	0.00
Control Total		331,267.60	256,565.28	74,702.73	0.41-	0.00
Object Control 0000		331,267.60	256,565.28	74,702.73	0.41-	0.00
002-111-0000-0000	ADMINISTRATIVE					
002-111-2320-0000	Superintendent	90,000.00	74,076.96	15,923.04	0.00	0.00
002-111-2410-0000	Certified Admin Staff	132,220.00	108,827.13	23,393.00	0.13-	0.00
002-111-2510-0000	Financial Services	80,324.00	80,225.76	13,557.88	13,459.64-	0.00
Control Total		302,544.00	263,129.85	52,873.92	13,459.77-	0.00
Object Control 0000		302,544.00	263,129.85	52,873.92	13,459.77-	0.00
002-130-0000-0000	OVERTIME					
002-130-2610-0000	Custodial Overtime	1,000.00	875.37	0.00	124.63	0.00
Control Total		1,000.00	875.37	0.00	124.63	0.00
Object Control 0000		1,000.00	875.37	0.00	124.63	0.00
002-210-0000-0000	GROUP INSURANCE					
002-210-1000-0000	Group Life Ins.	13,260.00	13,763.59	0.00	503.59-	0.00
Control Total		13,260.00	13,763.59	0.00	503.59-	0.00
Object Control 0000		13,260.00	13,763.59	0.00	503.59-	0.00
002-220-0000-0000	FICA & MEDICARE					
002-220-1000-0000	FICA & Medicare	84,613.60	77,421.71	11,332.29	4,140.40-	0.00
Control Total		84,613.60	77,421.71	11,332.29	4,140.40-	0.00
Object Control 0000		84,613.60	77,421.71	11,332.29	4,140.40-	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-230-0000-0000	PENSION					
002-230-1000-0000	Pension	103,891.00	70,664.09	38,226.00	4,999.09-	0.00
Control Total		103,891.00	70,664.09	38,226.00	4,999.09-	0.00
Object Control 0000		103,891.00	70,664.09	38,226.00	4,999.09-	0.00
002-240-0000-0000	RETIREMENT BUYOUT					
002-240-1000-0000	Retirement	15,000.00	0.00	0.00	15,000.00	0.00
Control Total		15,000.00	0.00	0.00	15,000.00	0.00
Object Control 0000		15,000.00	0.00	0.00	15,000.00	0.00
002-260-0000-0000	UNEMPLOYMENT COMP.					
002-260-1000-0000	Unemployment Compensation	2,600.00	0.00	0.00	2,600.00	0.00
Control Total		2,600.00	0.00	0.00	2,600.00	0.00
Object Control 0000		2,600.00	0.00	0.00	2,600.00	0.00
002-280-0000-0000	MEDICAL & DENTAL BENEFITS					
002-280-1000-0000	Benefits	756,529.00	693,269.04	53,000.00	10,259.96	0.00
Control Total		756,529.00	693,269.04	53,000.00	10,259.96	0.00
Object Control 0000		756,529.00	693,269.04	53,000.00	10,259.96	0.00
002-310-0000-0000	ADMINISTRATIVE SERVICE					
002-310-2310-0000	Board Clerk	1,200.00	900.00	300.00	0.00	0.00
Control Total		1,200.00	900.00	300.00	0.00	0.00
Object Control 0000		1,200.00	900.00	300.00	0.00	0.00
002-320-0000-0000	PROFESSIONAL EDUCATIONAL SVCS					
002-320-1200-0000	Professional Ed Svcs - SpEd	52,000.00	31,493.06	20,506.00	0.94	0.00
002-320-2140-0000	Psychological Services	45,000.00	0.00	3,100.00	41,900.00	0.00
002-320-2160-0000	Occupational Services	48,700.00	31,412.50	8,817.00	8,470.50	0.00
002-320-2170-0000	Physical Therapy Services	27,190.00	17,852.75	9,337.25	0.00	0.00
002-320-2310-0000	Professional Svcs - Board	200.00	200.00	0.00	0.00	0.00
Control Total		173,090.00	80,958.31	41,760.25	50,371.44	0.00
Object Control 0000		173,090.00	80,958.31	41,760.25	50,371.44	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-330-0000-0000	PROFESSIONAL SERVICES	4,520.00	3,646.29	0.00	873.71	0.00
002-330-2213-0000	Staff Training	4,520.00	3,646.29	0.00	873.71	0.00
Control Total		4,520.00	3,646.29	0.00	873.71	0.00
Object Control 0000		4,520.00	3,646.29	0.00	873.71	0.00
002-340-0000-0000	OTHER PROFESSIONAL SERVICES	3,000.00	760.15	0.00	2,239.85	0.00
002-340-1200-0000	SpEd Other Professional Svcs	1,800.00	675.00	0.00	1,125.00	0.00
002-340-2130-0000	School Physician	12,000.00	24,310.00	0.00	12,310.00-	0.00
002-340-2310-0000	Other Professional Svc - Board	1,000.00	219.00	0.00	781.00	0.00
002-340-2320-0000	Superintendent - Other Prof Svc	1,000.00	1,000.00	0.00	0.00	0.00
002-340-2410-0000	Other Prof Svc - Principal	3,400.00	748.60	80.58	2,570.82	0.00
002-340-2510-0000	Other Prof Svc - Fiscal	3,500.00	0.00	0.00	3,500.00	0.00
002-340-2570-0000	Professional Svcs - Personnel	12,000.00	5,717.06	0.00	6,282.94	0.00
002-340-2580-0000	Admin Technology Professional Services	5,000.00	0.00	0.00	5,000.00	0.00
002-340-3100-0000	Other Prof Svc - Lunch Program	42,700.00	33,429.81	80.58	9,189.61	0.00
Control Total		42,700.00	33,429.81	80.58	9,189.61	0.00
Object Control 0000		42,700.00	33,429.81	80.58	9,189.61	0.00
002-350-0000-0000	TECHNICAL SERVICES	600.00	600.00	0.00	0.00	0.00
002-350-1000-0004	Music technical services (repairs)	8,700.00	8,121.93	2,845.13	2,267.06-	0.00
002-350-2570-0000	Technical Svc - Personnel	9,300.00	8,721.93	2,845.13	2,267.06-	0.00
Control Total		9,300.00	8,721.93	2,845.13	2,267.06-	0.00
Object Control 0000		9,300.00	8,721.93	2,845.13	2,267.06-	0.00
002-420-0000-0000	CLEANING SERVICE	4,500.00	2,100.00	0.00	2,400.00	0.00
002-420-2610-2625	Facility Cleaning	1,000.00	0.00	0.00	1,000.00	0.00
002-420-2630-2624	Cleaning Svc - Grounds	5,500.00	2,100.00	0.00	3,400.00	0.00
Control Total		5,500.00	2,100.00	0.00	3,400.00	0.00
Object Control 0000		5,500.00	2,100.00	0.00	3,400.00	0.00
002-430-0000-0000	REPAIR & MAINTENANCE SERVICES	100.00	75.00	0.00	25.00	0.00
002-430-2130-0000	Health Services Repair & Maintenance	5,600.00	1,388.76	0.00	4,211.24	0.00
002-430-2610-0000	Repair & Maint - Building Operations	17,000.00	19,302.98	11,140.00	13,442.98-	0.00
002-430-2610-2621	R & M Building Operations HVAC	1,100.00	308.00	0.00	792.00	0.00
002-430-2610-2622	Repair & Maint Equipment	10,000.00	10,553.00	251.76	804.76-	0.00
002-430-2610-2623	Building Ops - Interior Maintenance					

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-430-2610-2625	Facility Ops Cleaning	7,200.00	6,833.78	1,229.63	863.41-	0.00
002-430-2620-2623	Facility Maintenance - Interior	12,500.00	7,459.50	768.40	4,272.10	0.00
002-430-2630-2622	Repair of outdoor equipment	2,000.00	573.91	0.00	1,426.09	0.00
002-430-2630-2624	Repair & Maintenance - Grounds	6,000.00	7,512.99	4,361.91	5,874.90-	0.00
002-430-2660-0000	Repair & Maint - Security	2,000.00	1,845.00	0.00	155.00	0.00
002-430-2670-0000	Repair & Maint - Safety	8,000.00	11,560.50	3,032.00	6,592.50-	0.00
002-430-2700-0000	Transportation repairs	500.00	0.00	0.00	500.00	0.00
002-430-3100-2622	Lunch Prg - Equipment Maintenance	3,000.00	3,167.29	0.00	167.29-	0.00
Control Total		75,000.00	70,580.71	20,783.70	16,364.41-	0.00
Object Control 0000		75,000.00	70,580.71	20,783.70	16,364.41-	0.00
002-432-0000-0000	TECHNOLOGY REPAIR & MAINTENANCE					
002-432-2230-0000	Instructional Technology Repair & Mainte	10,000.00	1,095.48	0.00	8,904.52	0.00
002-432-2580-0000	Admin Technology Repair & Maintenance	40,000.00	0.00	38,480.00	1,520.00	0.00
Control Total		50,000.00	1,095.48	38,480.00	10,424.52	0.00
Object Control 0000		50,000.00	1,095.48	38,480.00	10,424.52	0.00
002-510-0000-0000	STUDENT TRANSPORTATION					
002-510-2700-0000	Transportation	87,945.00	91,155.08	19,986.22	23,196.30-	0.00
002-510-2700-0009	SpEd transportation	36,160.00	15,655.39	21,057.86	553.25-	0.00
Control Total		124,105.00	106,810.47	41,044.08	23,749.55-	0.00
Object Control 0000		124,105.00	106,810.47	41,044.08	23,749.55-	0.00
002-530-0000-0000	COMMUNICATIONS					
002-530-2220-0000	Library software	750.00	0.00	0.00	750.00	0.00
002-530-2230-0000	Instructional Technology Licenses & fees	15,000.00	13,226.13	2,808.00	1,034.13-	0.00
002-530-2410-0000	Admin Communication (postage & print)	10,000.00	6,546.33	846.24	2,607.43	0.00
002-530-2580-0000	Admin Technology Licenses & fees	10,075.00	5,316.50	0.00	4,758.50	0.00
Control Total		35,825.00	25,088.96	3,654.24	7,081.80	0.00
Object Control 0000		35,825.00	25,088.96	3,654.24	7,081.80	0.00
002-540-0000-0000	ADVERTISING					
002-540-2320-0000	Advertising	500.00	0.00	0.00	500.00	0.00
002-540-2570-0000	Advertising - Personnel svcs	1,500.00	757.00	0.00	743.00	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
Control Total		2,000.00	757.00	0.00	1,243.00	0.00
Object Control 0000		2,000.00	757.00	0.00	1,243.00	0.00
002-550-0000-0000	PRINTING & BINDING					
002-550-2230-0000	Inst. Related Tech - Printing	8,100.00	11,886.44	2,540.00	6,326.44-	0.00
002-550-2410-0000	Printing/Binding	1,500.00	2,661.83	1,459.10	2,620.93-	0.00
Control Total		9,600.00	14,548.27	3,999.10	8,947.37-	0.00
Object Control 0000		9,600.00	14,548.27	3,999.10	8,947.37-	0.00
002-560-0000-0000	TUITION					
002-560-1000-0000	Magnet Schools	18,000.00	7,348.00	0.00	10,652.00	0.00
002-560-1200-0000	Outplacement/ Special Ed.	74,350.00	62,142.74	0.00	12,207.26	0.00
002-560-2000-0000	Tuition Income FY26	0.00	9,100.00-	0.00	9,100.00	0.00
Control Total		92,350.00	60,390.74	0.00	31,959.26	0.00
Object Control 0000		92,350.00	60,390.74	0.00	31,959.26	0.00
002-580-0000-0000	TRAVEL					
002-580-1200-0000	staff Travel/Sped.	300.00	0.00	0.00	300.00	0.00
002-580-2213-0000	staff Training - mileage	140.00	0.00	0.00	140.00	0.00
002-580-2320-0000	Superintendent - travel	350.00	0.00	0.00	350.00	0.00
002-580-2410-0000	Admin Travel	200.00	0.00	0.00	200.00	0.00
002-580-2490-0000	Travel-Student Activities	100.00	0.00	0.00	100.00	0.00
002-580-2510-0000	Fiscal Services - Mileage	350.00	0.00	0.00	350.00	0.00
002-580-2610-0000	Building Ops - travel	500.00	142.80	0.00	357.20	0.00
Control Total		1,940.00	142.80	0.00	1,797.20	0.00
Object Control 0000		1,940.00	142.80	0.00	1,797.20	0.00
002-610-0000-0000	GENERAL SUPPLIES					
002-610-1000-0000	Instructional Supplies	6,300.00	4,809.73	0.00	1,490.27	0.00
002-610-1000-0002	World Language supplies	200.00	229.73	0.00	29.73-	0.00
002-610-1000-0003	Phys Ed Supplies	300.00	0.00	0.00	300.00	0.00
002-610-1000-0004	Music Supplies	300.00	354.33	0.00	54.33-	0.00
002-610-1000-0005	Art supplies	500.00	1,339.71	0.00	839.71-	0.00
002-610-1200-0000	Instructional Supplies-Sp.Ed.	3,600.00	348.22	0.00	3,251.78	0.00
002-610-2110-0000	Supplies - Social Work Svcs	200.00	0.00	0.00	200.00	0.00
002-610-2130-0000	Health Supplies	650.00	517.00	0.00	133.00	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-610-2140-0000	Supplies - Psychology	1,500.00	0.00	0.00	1,500.00	0.00
002-610-2150-0000	Speech supplies	250.00	37.99	0.00	212.01	0.00
002-610-2160-0000	Occupation Therapy Supplies	250.00	286.11	0.00	36.11-	0.00
002-610-2213-0000	Supplies - staff training	1,500.00	142.32	0.00	1,357.68	0.00
002-610-2220-0000	Library Supplies	200.00	227.80	0.00	27.80-	0.00
002-610-2230-0000	Technology Supplies	1,000.00	433.90	0.00	566.10	0.00
002-610-2240-0000	Testing Supplies	300.00	0.00	0.00	300.00	0.00
002-610-2310-0000	BOE Supplies	850.00	591.42	260.00	1.42-	0.00
002-610-2410-0000	Office Supplies	2,800.00	2,695.02	1,856.79	1,751.81-	0.00
002-610-2490-0026	Supplies - 6th grade activities	500.00	105.09	0.00	394.91	0.00
002-610-2510-0000	Supplies - Fiscal Services	1,000.00	793.49	0.00	206.51	0.00
002-610-2570-0000	Supplies - Personnel Services	200.00	102.10	0.00	97.90	0.00
002-610-2610-2621	Facilities HVAC Supplies	3,000.00	2,665.00	0.00	335.00	0.00
002-610-2610-2625	Facility cleaning supplies	8,000.00	13,475.08	0.00	5,475.08-	0.00
002-610-2620-2623	Facility Supplies - Interior	5,500.00	5,071.97	0.00	428.03	0.00
002-610-2630-2624	Supplies - Grounds	1,000.00	600.36	0.00	399.64	0.00
002-610-2660-0000	Supplies - Security	1,000.00	22.56	0.00	977.44	0.00
002-610-2670-0000	Supplies - Safety	2,000.00	2,000.00	0.00	0.00	0.00
002-610-3100-0000	Food Service Supplies	500.00	0.00	0.00	500.00	0.00
Control Total		43,400.00	36,848.93	2,116.79	4,434.28	0.00
Object Control 0000		43,400.00	36,848.93	2,116.79	4,434.28	0.00
002-611-0000-0000	ELA SUPPLIES	2,100.00	193.60	0.00	1,906.40	0.00
002-611-1000-0001	Supplies ELA	2,100.00	193.60	0.00	1,906.40	0.00
Control Total		2,100.00	193.60	0.00	1,906.40	0.00
Object Control 0000		2,100.00	193.60	0.00	1,906.40	0.00
002-612-0000-0000	MATH SUPPLIES	2,050.00	474.47	812.00	763.53	0.00
002-612-1000-0007	Supplies-Math	2,050.00	474.47	812.00	763.53	0.00
Control Total		2,050.00	474.47	812.00	763.53	0.00
Object Control 0000		2,050.00	474.47	812.00	763.53	0.00
002-613-0000-0000	SCIENCE SUPPLIES	2,750.00	450.00	1,008.99	1,291.01	0.00
002-613-1000-0000	Supplies- Science	2,750.00	450.00	1,008.99	1,291.01	0.00
Control Total		2,750.00	450.00	1,008.99	1,291.01	0.00
Object Control 0000		2,750.00	450.00	1,008.99	1,291.01	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-614-0000-0000	SOCIAL STUDIES SUPPLIES					
002-614-1000-0000	Social Studies Supplies	1,000.00	363.20	0.00	636.80	0.00
Control Total		1,000.00	363.20	0.00	636.80	0.00
Object Control 0000		1,000.00	363.20	0.00	636.80	0.00
002-622-0000-0000	ELECTRICITY					
002-622-2610-0000	Electricity	79,766.00	58,530.24	22,480.12	1,244.36-	0.00
Control Total		79,766.00	58,530.24	22,480.12	1,244.36-	0.00
Object Control 0000		79,766.00	58,530.24	22,480.12	1,244.36-	0.00
002-623-0000-0000	BOTTLE GAS					
002-623-2610-0000	Propane	1,200.00	1,188.83	0.00	11.17	0.00
Control Total		1,200.00	1,188.83	0.00	11.17	0.00
Object Control 0000		1,200.00	1,188.83	0.00	11.17	0.00
002-624-0000-0000	OIL/HEATING					
002-624-2610-0000	Heating Oil	103,600.00	82,102.37	5,769.00	15,728.63	0.00
Control Total		103,600.00	82,102.37	5,769.00	15,728.63	0.00
Object Control 0000		103,600.00	82,102.37	5,769.00	15,728.63	0.00
002-626-0000-0000	GASOLINE					
002-626-2630-0000	Grounds	250.00	0.00	0.00	250.00	0.00
Control Total		250.00	0.00	0.00	250.00	0.00
Object Control 0000		250.00	0.00	0.00	250.00	0.00
002-629-0000-0000	DIESEL					
002-629-2700-0000	Diesel	16,246.00	6,075.88	0.00	10,170.12	0.00
Control Total		16,246.00	6,075.88	0.00	10,170.12	0.00
Object Control 0000		16,246.00	6,075.88	0.00	10,170.12	0.00
002-640-0000-0000	BOOKS/PERIODICALS					
002-640-1000-0000	Text Books	500.00	0.00	0.00	500.00	0.00
002-640-1000-0004	Music books & periodicals	150.00	150.00	0.00	0.00	0.00
002-640-1200-0000	SpEd books & periodicals	200.00	0.00	0.00	200.00	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-640-2220-0000	Library Books/Periodicals	700.00	289.37	0.00	410.63	0.00
Control Total		1,550.00	439.37	0.00	1,110.63	0.00
Object Control 0000		1,550.00	439.37	0.00	1,110.63	0.00
002-641-0000-0000	ELA BOOKS					
002-641-1000-0001	Books-ELA	1,050.00	43.62	0.00	1,006.38	0.00
Control Total		1,050.00	43.62	0.00	1,006.38	0.00
Object Control 0000		1,050.00	43.62	0.00	1,006.38	0.00
002-642-0000-0000	MATH BOOKS					
002-642-1000-0007	Books-Math	1,200.00	941.92	0.00	258.08	0.00
Control Total		1,200.00	941.92	0.00	258.08	0.00
Object Control 0000		1,200.00	941.92	0.00	258.08	0.00
002-644-0000-0000	SOCIAL STUDIES BOOKS					
002-644-1000-0000	Social Studies Books	450.00	0.00	0.00	450.00	0.00
Control Total		450.00	0.00	0.00	450.00	0.00
Object Control 0000		450.00	0.00	0.00	450.00	0.00
002-650-0000-0000	COMPUTER/MEDIA					
002-650-1000-0000	Tech Supplies - Instructional	1,000.00	480.00	0.00	520.00	0.00
002-650-1000-0002	Technology-World Language	200.00	0.00	0.00	200.00	0.00
002-650-1200-0000	Tech Supplies - Special Ed	9,000.00	3,442.69	0.00	5,557.31	0.00
002-650-2230-0000	Technology Plan-Small Equipment	2,200.00	2,570.18	0.00	370.18-	0.00
002-650-2240-0000	Tech Supplies - Student Assessment	3,200.00	1,881.60	0.00	1,318.40	0.00
002-650-2580-0000	Admin Technology supplies	2,200.00	0.00	0.00	2,200.00	0.00
Control Total		17,800.00	8,374.47	0.00	9,425.53	0.00
Object Control 0000		17,800.00	8,374.47	0.00	9,425.53	0.00
002-810-0000-0000	DUES & FEES					
002-810-2130-0000	Dues - Health Services	150.00	0.00	0.00	150.00	0.00
002-810-2220-0000	Library Dues/Fees	150.00	40.00	0.00	110.00	0.00
002-810-2310-0000	BOE Dues/Fees	3,200.00	1,969.00	105.00	1,126.00	0.00
002-810-2320-0000	Superintendent Dues/Fees	2,150.00	1,745.50	0.00	404.50	0.00
002-810-2410-0000	Principa] Dues/Fees	750.00	125.00	0.00	625.00	0.00

Account Id	Description	Adopted Budget	Expended YTD	Encumber PO	Balance	Transfers
002-810-2490-0000	Fees - Student Activities	950.00	842.46	107.54	0.00	0.00
002-810-2490-0004	Fees - Student Activities - Music	100.00	0.00	0.00	100.00	0.00
002-810-2490-0005	Fees - Student Activities - Art	100.00	0.00	0.00	100.00	0.00
002-810-2510-0000	Dues - Fiscal Services	800.00	750.00	0.00	50.00	0.00
002-810-2610-0000	Fees - Building Operations	500.00	405.00	0.00	95.00	0.00
Object Control 0000		8,850.00	5,876.96	212.54	2,760.50	0.00
002-900-4150-0000	CONTINGENCY FUND	0.00	0.00	0.00	97,500.00	0.00
Object Control 0000		0.00	0.00	0.00	97,500.00	0.00
Control Total		8,850.00	5,876.96	212.54	100,260.50	0.00
Fund Budgeted		4,565,669.60	3,552,963.35	956,698.16	153,508.09	0.00
Fund Non-Budgeted		0.00	0.00	0.00	0.00	0.00
Fund Total		4,565,669.60	3,552,963.35	956,698.16	153,508.09	0.00
Final Budgeted		4,565,669.60	3,552,963.35	956,698.16	153,508.09	0.00
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00
Final Total		4,565,669.60	3,552,963.35	956,698.16	153,508.09	0.00

- Board approved
this has
from
2% in
April

BOARD OF EDUCATION
MONTHLY SUMMARY FY 2025/2026

Date	25/25 Annual Town Appropriation	**EXPENDED YTD	ENCUMBERED PO	BALANCE	% USED	% OF BANK BAL	GRANTS \$ RECEIVED	Grant Name
7/31/2025	\$ 4,565,669.60	\$ 192,113.24	\$ 32,913.64	\$ 4,340,642.72	5	\$ 466,967.20	0.00	
8/31/2025	\$ 4,565,669.60	\$ 526,084.82	\$ 110,304.44	\$ 3,929,280.34	14	\$ 618,476.67	0.00	
9/30/2025	\$ 4,565,669.60	\$ 744,351.12	\$ 115,856.53	\$ 3,705,461.95	19	\$ 702,490.25	23,382.00	****REAP Grant
10/31/2025	\$ 4,565,669.60	\$ 1,205,502.08	\$ 102,017.08	\$ 3,258,150.44	29	\$ 755,870.55	14,062.00	**Title I 510.16 **Title II 8,102.51 **IDEA 611 5,767.32 ***Para Stipend 8,740.00 *School Mental Health Specialist 1,738.25 *School Mental Health Specialist 11,226.37 *Summer Mental Health Supports 11,210.00 *Summer Mental Health Supports 66,000.00 Early Start (PreK Grant) 9,864.92 Smart Start (PreK Grant)
11/30/2025	\$ 4,565,669.60	\$ 1,564,381.61	\$ 83,381.05	\$ 2,917,906.94	36	\$ 783,576.80	5,573.52	**IDEA 611 13,979.12 *School Mental Health Specialist 11,226.37 *Summer Mental Health Supports 3,105.71 *Summer Mental Health Supports 2,883.66 Student Support and Academic Enrichment 2,595.84 **Title II 4,932.46 Smart Start (PreK Grant)
12/31/2025	\$ 4,565,669.60	\$ 2,086,820.60	\$ 67,649.51	\$ 2,411,199.49	47	\$ 769,216.87	7,398.69	Smart Start (PreK Grant) 9,685.44 **IDEA 611 7,858.68 *School Mental Health Specialist
1/31/2026	\$ 4,565,669.60	\$ 2,454,999.18	\$ 57,598.70	\$ 2,053,071.72	55%	\$ 796,509.89	3,867.38	After School Grant 33,000.00 Early Start (PreK Grant) 1,027.50 *Summer Mental Health Supports 7,398.69 Smart Start (PreK Grant) 6,762.81 **IDEA 611
2/28/2026	\$ 4,565,669.60	\$ 2,808,698.15	\$ 52,530.15	\$ 1,704,441.30	63%	\$ 1,357,144.09	5,666.36	After School Grant 7,398.69 Smart Start (PreK Grant) 7,493.42 **IDEA 611 1,349.02 **Title IV
3/31/2026	\$ 4,565,669.60	\$ 3,086,331.08	\$ 1,402,358.40	\$ 76,980.12	98%	\$ 1,095,309.93	5,324.19	After School Grant 17,788.30 **IDEA 611 3,762.00 **IDEA 619 4,932.46 Smart Start (PreK)
5/5/2026*	\$ 4,565,669.60	\$ 3,552,963.35	\$ 956,698.16	\$ 56,008.09	99%	\$ 1,116,448.43	250.00	Title I (received)
Transfer from 2% n	\$ 97,500.00	\$	\$	\$ 97,500.00		\$	7,515.79	ARPA Summer (received)
				\$ 153,508.09		\$	660.00	Title III (received)
							33,901.40	ASG (submitted 5/5)
							23,901.40	Smart Start (Submitted 5/5)

Notes:

The bank balance includes the unexpended funds from the 24/25 school year of \$136,225.63. This number will be finalized after the audit.

- *Mental Health Grants expiring 6/30/2026 (Supplemental only)
- **Title and IDEA Grants not guaranteed year to year (Sped only)
- ***Para Stipend for health insurance deductions (Staff reimbursement - not grant)
- ****REAP is the only federal grant - not guaranteed year to year

Grants/Tuition/Expenses FY26
as of 05/05/2026

Account Id	Description	FY25 C/O	Anticipated FY26	Actual Cash Rec'd	25/26	25/26	25/26	25/26
PREK REVENUE BY ID:								
009-250-0909-0000	Prek Tuition Revenue (NG)		\$ 155,566.00		130,882.00			
009-250-0909-0119	Prek Early Start Tuition		\$ 60,480.00		47,855.20			
009-250-0909-0219	Prek Smart Start Tuition		\$ 31,940.00		21,358.00			
	PREK REVENUE TOTAL BY ID	41,29.00	\$ 247,986.00		200,095.20			204,927,420 \$ 26,545.48
PREK TUITION EXPENSES (Local Tuition)								
009-101-0909-0000	Prek Certified		\$ 95,887.22	\$ 5,000.00				Total Expenses FY26
009-102-0909-0000	Prek Non-Cert Salaries		\$ 63,153.42					\$ 100,887.22
009-106-0909-0000	Prek Subs		\$ 7,920.00					\$ 63,153.42
009-610-0909-0000	Prek supplies		\$ 5,718.08					\$ 7,920.00
	PREK TUITION TOTAL		172,678.72	5,000.00				\$ 5,718.08
EARLY START (Early Start) PREK 2026:								
009-101-0965-1001	Prek Early Start Salaries		123,000.00	94,654.56				24/25 Balances
								28,345.44
	Prek Early Start Competitive Total		123,000.00	94,654.56				Teacher & Para
								28,345.44
SMART START PREK 2026:								
009-101-0976-1001	Prek Smart Start Ops - Inst Salary		65,000.00	46,858.37				18,141.63 Teacher
	Smart Start Total		65,000.00	46,858.37				18,141.63
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							

Bylaws of the Board

Responsibilities and Duties of Board of Education Members

The Board of Education should make every effort to sustain a high level of professionalism in the Andover School District~~school system~~. In order to maintain appropriate standards it is essential that individual Board members exhibit civility, integrity, and a willingness to apply themselves wholeheartedly to the business of supporting and governing the school system. Board members have the following basic duties and responsibilities:

1. To be aware of Sstate school laws, regulations of the Department of Education, District policies, rules and regulations;
2. To have a general knowledge of the educational aims and objectives of the School District~~system~~;
3. To thoroughly prepare for Board meetings;
4. To participate, if possible, in the various training opportunities that are offered locally, regionally, and nationally for Board members to become better informed Board members;
5. To work harmoniously with other Board members without trying to either dominate or neglect one's share of the work;
6. To vote and act impartially in Board meetings for the good of the School District;
7. To accept the will of the majority vote and give support to the resulting policy;
8. To refer all suggestions and complaints from constituents to the Superintendent and /, or the Board, and to abstain from individual counsel and action;
9. To understand that the individual Board member has no authority when the Board is not in session unless authorized by the Board;
10. To make no promise or commitment on school questions unless they are fully discussed and acted upon in a Board meeting;
11. To hold confidential all matters properly discussed in Executive Session of the Board and all matters pertaining to the Schools District that, if discussed, might needlessly injure individuals or the District~~schools~~;
12. To immediately object to public matters that may be inappropriately brought up during Executive Session;

Bylaws of the Board

Responsibilities and Duties of Board of Education Members (continued)

13. To make every reasonable attempt to remedy any and all complaints and objections about procedures with members of the Board and the Superintendent before making them a matter of public controversy; and
14. To represent the Board and the ~~School District~~district schools to the public in such a way as to promote both interest and support for public education in the community.

Legal References: Connecticut General Statutes

1-200 Definitions.

10-186 Duties of local and regional boards of education re school attendance.

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules, policies and procedures.

10-240 Control of schools.

10-241 Powers of school districts.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Limits of Authority

The responsibility of individual Board of Education members is one of trust to the Board and to the School District. This trust can best be upheld when relationships are established with regard to the Board, administration, staff and citizenry. Such relationships as established by the Board are as follows:

1. A Board member's primary responsibility is to serve the District as a member of the Board of Education whose authority is derived from its compliance with statutory requirements, and its bylaws, policies and regulations. As an individual, a Board member's legal authority exists at such time the Board is in session.
2. Individual Board members shall be granted authorization to conduct Board business upon Board approval. Such authorization will be with regard to such matters as, but not restricted to, educational needs, facility needs, transportation, budget preparations, negotiations, and those matters pertaining to the function of a standing committee or the responsibility of an Officer of the Board.
3. Personnel records other than those made available to the entire Board by the Superintendent of Schools shall not be made available to individual Board members unless it is appropriate and necessary in order to fulfill specific responsibilities set forth by the Board.
4. Board members shall exercise respect in those matters pertaining to the responsibilities of the Superintendent of Schools whose authority for administering the educational program and conducting school business is vested in thehis office and thehis professional and non-professional staff.
5. Board members shall uphold the position that they are without legal authority outside of meetings of the Board and shall conduct their relationships with school staff, District citizens and all media of communication on the basis of this fact.

Legal References: Connecticut General Statutes

10-220 Duties of boards of education.

10-232 Restrictions on employment of members of the board of education.

Bylaw adopted by the Board: December 10, 2008

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Legal Responsibilities of Board of Education

The Board of Education shall have the authority to take all action necessary or advisable to meet its responsibilities under State statute and Town Charter including, but not limited to, the following:

1. To annually establish, with the Superintendent of Schools, educational priorities for the School District.
2. Create, abolish, modify and maintain such positions, schools, divisions and classifications as may be necessary for the efficient administration of the educational enterprise.
3. To select a Superintendent of Schools in accordance with State statutes.
4. To consider and adopt an annual budget, prepared by the Superintendent of Schools.
5. To determine the number, classification, duties and remuneration of employees.
6. To establish policy for employment, promotion and dismissal of personnel in accordance with State statutes.
7. To provide for the performance appraisal of personnel.
8. To initiate and approve the acquisition and disposition of school sites and to initiate and approve plans for school buildings.
9. To consider any specific recommendations made by the Superintendent of Schools.
10. To keep the citizenry informed of purposes, values, conditions and needs of public education in the Town.
11. To consider, revise and adopt any changes in the curriculum.
12. To take any other actions required or permitted by law.
13. To make reasonable provision to implement the educational interests of the State, as defined by law, so that
 - (a) each child shall have for the period prescribed in the Connecticut General Statutes equal opportunity to receive a suitable program of educational experiences;
 - (b) the School District shall finance at a reasonable level an educational program designed to achieve this end;

Bylaws of the Board

Legal Responsibilities of Board of Education (continued)

- (c) the School District shall provide educational opportunities for its students to interact with students and teachers from other racial, ethnic and economic backgrounds; and
- (d) the mandates in the General Statutes pertaining to education within the jurisdiction of the State Board of Education shall be implemented.

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education.

~~Charter, Town of Windham, Ch. X Sec. 6, "Duties of Board of Education on Budget," November 3, 1992, p. 18~~

Bylaw adopted by the Board: ~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Public Statements

The ~~Andover~~ Board of Education recognizes that communication is a continuous two-way process. The Board believes that it is important to keep the public informed about educational programs, and, in turn, that the community should have the opportunity to provide input.

Communication will be a concurrent responsibility of the Board of Education and the Superintendent of Schools. The Superintendent of Schools will work with the members of the Board of Education to conduct an active and comprehensive program throughout the ~~S~~School ~~D~~District and community for the prompt dissemination of information about decisions made at all Board meetings. Releases to the press and brief summaries of Board meeting actions prepared for distribution to staff members and parent/guardians are regarded as appropriate media of information for meeting the requirements of this bylaw. Press releases relative to Board of Education action shall be released only by the Board Chair~~person~~ or the Superintendent of Schools.~~delegated agent of the Board.~~

~~(cf. 1112.2 – School News Releases)~~

~~(cf. 1120 – Board of Education Meetings)~~

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Commitment to Democratic Principles in Relation to Community, Staff, Students

Board--Staff Communications

The ~~Andover~~ Board of Education recognizes the need to maintain open communication between itself and the school staff. Essentially, communications with staff deal with three general areas: -- administration, policy, and philosophy. While the Board recognizes the necessity for Board--staff communications, it also recognizes that administrative matters must be dealt with through its chief administrator, the Superintendent of Schools. ~~Therefore~~Hence, the basic line of communication for administrative matters shall be through the Superintendent.

1. Staff Communications to the Board

All formal reports to the Board or any Board committee from administrators, supervisors, teachers or other staff members shall be submitted through the Superintendent. This necessary procedure shall not be construed as denying the right of any employee to appeal to the Board from administrative decisions on important matters, provided that the Superintendent shall have been notified of the forthcoming appeal and that it is processed in accordance with the Board's policy on complaints and grievances. ~~(cf. 4135.4 and 4235.4 re Complaints/Grievances)~~

Staff members are also reminded that Board meetings are public meetings. As such, they provide an excellent opportunity to observe and participate first hand in the Board's deliberations on problems of staff concern.

2. Board Communications to Staff

All official communications, policies and directives of staff interest and concern will be communicated to staff members through the Superintendent, and the Superintendent will employ all such media as is~~are~~ appropriate to keep staff fully informed of the Board's problems, concerns and actions. ~~(cf. 9020 -- Public Statements)~~

3. Visits to Schools

Individual Board members interested in visiting Andover Elementary School~~schools~~ or its classrooms will make arrangements for visitations through the ~~Superintendent~~administrators of the various schools. Such visits shall be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. Official visits by Board members will be conducted only under Board authorization and with the full knowledge of staff, including the Superintendent, building administrators and other supervisors.

Bylaws of the Board

Commitment to Democratic Principles in Relation to Community, Staff, Students (continued)

4. Social Interaction

Staff and Board members share an interest in the Schools District and in education generally, and it is to be expected that when they meet at social affairs and other functions, they will informally discuss such matters as educational trends, issues, and innovations and general School District problems. Individual Board members have no special authority except when they are convened at a legal meeting of the Board or vested with special authority by Board action. Board of Education members are expected to avoid discussion of:

- A. Matters that are, or have the potential of becoming, the subject of an Executive Session;
- B. Information and data contained in personnel records protected by the privacy act; and
- C. Contested issues that may require final resolution by the Board.

~~(cf. 2220—Representative and Deliberative Groups re staff involvement in decision making)~~

~~(cf. 5145—Civil and Legal Rights & Responsibilities)~~

~~(cf. 9133—Special/Advisory Committee re: staff advisory committee and student advisory committee)~~

Legal Reference: Connecticut General Statutes
10-220 Duties of boards of education.

Bylaw adopted by the Board: ~~December 10, 2008~~ ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Board-Related Responsibilities

Board Member Attendance at Meetings and Committee Assignments

Board member attendance at Board of Education meetings is a major responsibility of each Board of Education member. Each member is expected to attend all meetings of the Board of Education. If a member is unable to attend, he/she should inform the Board of Education Chair~~man~~ or the Superintendent of Schools as far in advance as possible.

Each Board member is expected to accept his/her fair share of committee assignments and participate actively on committees to which he/she is assigned. A Board member who cannot meet the obligations of a particular committee should inform the Chair~~man~~ of this fact so that the Chair~~man~~ may make other assignments.

In deciding upon any question before it, the Board of Education shall examine and evaluate all available information ~~that it which they~~ considers essential. The Superintendent of Schools shall be given an opportunity to examine and to evaluate all such information and to recommend action before the Board of Education attempts to make a decision.

Legal References: Connecticut General Statutes

10-186 Duties of local and regional boards of education re school attendance.

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules, policies and procedures.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Number of Members, Terms of Office, Oath of Office

The ~~Andover~~ Board of Education consists of 7 members, serving 4--year overlapping terms. No more than 4 members can be from the same political party.

Any vacancy on the Board of Education, from whatever cause arising, shall be filled by appointment by the Board of Education for the remainder of the vacating Board member's term.~~until the next biennial election, except that~~ If the Board of Education, ~~however,~~ neglects to appoint ~~a new such~~ member within 630 days, the Board of Selectmen may then fill the vacancy.~~appoint a member to serve until the next annual election.~~

The ~~resigning~~ Board ~~member of Education~~ shall notify the Town Clerk and the Board Chair of ~~his/her any Board of Education~~ resignations: in writing.

Upon receiving notice of any vacancy, the Chair~~person~~ of the Board of Education shall notify the Chair~~person~~ of all major ~~town~~ political parties in Andover of the vacancy and request recommendations.

~~The t~~Term of office of Board of Education members shall be 4 years, each term beginning 14 days with the first day of July immediately following the November elections.

Members of the Boards of Education shall, before entering upon their official duties, take the oath of office provided in Section 1-25 of the Connecticut General Statutes.

Legal References: Connecticut General Statutes

9-203 Number and term of members of boards of education.

9-205 Election of board of education when number of members revised.

10-218a Oath of office.

10-219 Procedures for filling vacancy on local board of education.

Andover Town Charter Section 603

Bylaw adopted by the Board:

December 10, 2008

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Officers

At the first meeting after ~~the November elections~~~~July 1~~, the Board of Education shall elect by ballot, or other desired method, from its membership a Chair~~person~~, Vice Chair~~person~~, a Secretary, and any other officer or officers deemed necessary.

Board officer vacancies shall be filled through special elections held at the next regular meeting following the Board's official acceptance of a resignation.

Legal Reference: Connecticut General Statutes

10-218 Officers. Meetings.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Duties of the Chairperson of the Board of Education

The Chairperson shall have the following duties and responsibilities:

1. Preside at all regular, special, and budget meetings of the Board of Education.
2. Appoint committees as provided for in the Board of Education's policies.
3. ~~Work with the~~ Approve agenda as prepared by the Superintendent of Schools to prepare the Agenda for Board meetings.
4. Act as an *ex officio* member of all committees.
5. Perform other responsibilities as directed by the Board of Education.

Legal Reference: Connecticut General Statutes

10-218 Officers. Meetings.

Bylaw adopted by the Board: ~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Duties of the Vice-Chairperson

The Vice ~~Chairperson~~ shall have the following duties and responsibilities:

1. Perform the functions of the Chairperson in his/her absence.
2. Act as an *ex officio* member of all committees when the Chairperson is not present.
3. Perform other responsibilities as directed by the Board of Education or Chair.

~~In the event that the Chairperson retires or resigns the position, the Board of Education will hold an election at their next special or regular meeting to fill that position. ¶~~

Legal Reference: Connecticut General Statutes
10-218 Officers. Meetings.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Duties of the Secretary

The Secretary of the Board of Education shall have the following duties and responsibilities:

1. Perform the functions of the Chairperson in the absences of both the Chairperson and the Vice-Chairperson.
2. Keep the minutes of the Board's meetings in the absence of the Board of Education Clerk and submit them.
3. Conduct correspondence referred to him/her by the Board of Education and provide copies to the Board of Education Clerk and the Superintendent of Schools.
4. ~~To p~~Provide copies of the Board of Education's policies to new members.
5. Perform other responsibilities as directed by the Board of Education or Chair.

Legal References: Connecticut General Statutes

10-218 Officers. Meetings.

10-224 Duties of the secretary.

~~10-225 Salaries of secretary and attendance officers.~~

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Committee of the Whole

The Board of Education shall act as a committee of the whole on all matters coming before it, except that special committees for the consideration or investigation of certain problems, or for the performance of certain Board functions, may be created by the vote of the Board.

~~(cf. 9130 – Committees)~~

(cf. 9132 – Standing Committees)

~~(cf. 9133 – Special/Advisory Committees)~~

Legal References: Connecticut General Statutes

1-200 Definitions.

1-225 Meetings of government agencies to be public.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Standing Committees

Standing ~~C~~ommittee members shall be appointed by the Chair~~person~~ of the Board of Education at a Board of Education meeting at such time as the Board decides to create or recreate the ~~C~~ommittee. The Chair~~person~~ shall be an *ex-officio* member of each ~~S~~tanding ~~C~~ommittee.

Each ~~S~~tanding ~~C~~ommittee shall be considered to be in session for one year only. The duties of the ~~C~~ommittee shall be outlined at the time of appointment, and the ~~C~~ommittee shall regularly report to the Board of Education.

~~(cf. 9130 – Committees)~~

(cf. 9131 – Committee of the Whole)

~~(cf. 9133 – Special Committees/Advisory Committees)~~

Legal References: Connecticut General Statutes

1-200 through 1-242~~+~~ of ~~the~~ Freedom of Information Act.

1-200 Definitions.

1-225 Meetings of government agencies to be public.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Oath of Office

Board of Education members, before taking office, shall take the following oath or affirmation:

~~“You do~~ solemnly swear or solemnly and sincerely ~~(or affirm), as the case may be,~~ that you ~~I~~ will ~~support and defend the Constitution of the United States and the Constitution of the State of Connecticut and that I will honestly, faithfully, and impartially discharge,~~ according to law, your ~~my~~ duties as a ~~school board~~ member of the Board of Education to the best of your ~~my~~ abilities; so help you God or upon penalty of perjury.”

Legal References: Connecticut General Statutes

10-218a Oath of office.

1-25 Forms of oaths.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

New Board Member Orientation

Because the Board of Education, as the policy-making authority of the Andover ~~Public Schools District~~, is responsible to the public for the success of all educational services offered by the ~~District school system~~, and because that success is directly dependent upon each Board member's ability to participate meaningfully in the decision-making process that governs ~~the District this system~~, it shall be the policy of the Board to provide, as soon as practicable, for the orientation of new members. The purpose of the orientation is to help new members become quickly acquainted with their Board duties and responsibilities.

Orientation of new Board members will begin at the outset of their candidacy and follow through each step of the election process. Prior to elections, beginning as soon as the individual's candidacy is known, the candidates will receive from the Board, a brief overview of the Andover ~~Public School District System~~. The candidates will be placed on a mailing list to receive Board meeting Agendas, notices of Board and other meetings and summary reports of Board action. Candidates also will be informed that additional information pertinent to each Board Agenda item is available to them ~~through the Central Office~~.

After the general election in ~~November~~May, and prior to the new members officially assuming ~~their positions in July~~, the new members will be invited to meet with the Superintendent and other administrative personnel to discuss services to be performed for the Board, and to give them the opportunity to request any other information they may deem desirable. Each new member will also receive an orientation packet from the Superintendent's office and will be notified of and given the opportunity to attend sessions of the Connecticut Association of Boards of Education or similar new Board member orientation.

The packet will include:

1. A copy of the Board's policies, rules, and regulations.
2. A copy of the current school budget and the latest financial statement.
3. A new Board Member packet.
4. Any other materials relevant to duties and responsibilities as members of the Andover ~~Public-School Districts~~.

Legal References: Connecticut General Statutes

10-05f Department to offer training program to newly elected members of boards of education.

10-0218c Newly elected members of boards of education to complete training program.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Remuneration and Reimbursement

Remuneration

Board of Education members shall receive no compensation for their services.

Reimbursement for Expenses

Upon authorization by the Board of Education, members who attend conferences as representatives of the Board of Education shall be reimbursed for expenses including registration fees, meals, lodging, transportation, and other expenses as appropriate.

Legal References: Connecticut General Statutes

10-225 Salaries of secretary and attendance officers.

10-232 Restrictions on employment of members of board of education.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Board Member Protection

The Andover ~~Public~~ Schools ~~District~~ shall maintain adequate insurance to protect the ~~District~~ and its Board of Education against loss because of fire, damage to school property, loss to other property, or general liability resulting as a responsibility of the ~~School District~~, and to save harmless its Board and staff while acting ~~in~~ on behalf of the ~~School District~~.

Legal References: Connecticut General Statutes

10-235 Indemnification of teachers, board members, ~~and~~ employees, and certain volunteers and students in damage suits; expenses of ~~litigation~~.

10-236 Liability insurance.

10-236a Indemnification of educational personnel assaulted in the line of ~~duty~~.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Conflict of Interest

The Board requires that its members adhere to all Connecticut conflict of interest laws applicable to Board members. Additionally, Board members should refrain from engaging in conduct or actions which, although not violative of Connecticut law, give the appearance of a conflict of interest, embarrass the Board, or personally embarrass the Board member.

The Board is particularly concerned that apparent or actual conflicts of interest may arise when hiring personnel, purchasing materials or services, or gathering information regarding Board employees. Therefore, Board members are required to adhere to the following provisions:

1. No member of this Board shall seek or accept employment for compensation by the Board of Education in any position in this Sschool District. Pursuant to Connecticut General Statute §10-232, if a member of this Board does obtain such employment, the Board member must forfeit his or her Board membership.
2. If a parent, guardian, spouse, ~~including a domestic partner of a civil union,~~ child, or grandchild of a Board member is being considered for employment by this Board, such Board member shall refrain from participating in discussion, voting and attempting to influence other Board members with regard to the family member's employment.
3. No Board member shall use his or her position on the Board to influence a non-Board member in an employment or contractual decision; nor shall a Board member use his or her position on the Board to influence a Board member in employment or contractual decisions other than those routinely made by this Board.
4. No Board member shall have a direct pecuniary interest in a contract with the Sschool District. This prohibition includes directly furnishing any labor, services, equipment, or supplies to the Sschool District for compensation. This bylaw does not, however, prohibit the District from contracting with corporations or businesses which employ or are associated with a Board member, provided that the Board member declares to this Board his or her employment or association with such business or corporation and refrains from debating, voting, and otherwise attempting to influence Board members regarding the contract.
5. The Board shall not give preferential treatment to any business or corporation ~~that which~~ employs a town official or paid town employee or in which any town official or paid town employee ~~or in which any town official or paid town employee~~ has a substantial financial interest.

Bylaws of the Board

Conflict of Interest (continued)

6. No Board member shall solicit information from the public regarding the performance, behavior, or competence of a Board employee. This provision does not, however, prevent a Board member from listening to the public's concerns regarding a particular Board employee.

The above-noted conflict of interest rules are not intended to be a complete list of prohibited conduct or activity by Board members. Board members should be continually aware of any situations which may create actual or apparent conflicts of interest.

Legal References: Connecticut General Statutes

7-479 Conflicts of Interest.

10-156e Employees of boards of education permitted to serve as elected officials; exception.

10-232 Restrictions on employment of members of the board of education.

~~P.A. 05-10 An Act Concerning Civil Unions~~

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Code of Ethics

The following statements reflect the Andover Board of Education's commitments as Board members both individually and collectively as they strive to render effective and efficient service to Andover's children, their parents, the community at large, and the Andover school staff and administration.

A Board of Education member should honor the high responsibility ~~that~~ which his/her membership demands:

1. By thinking always in terms of "children first."
2. By understanding that the basic function of the Board members is "policymaking" and not "administrative;" and by accepting the responsibility of learning to discriminate intelligently between these two functions.
3. By accepting the responsibility along with his/her fellow Board members to see; that the maximum of facilities and resources is provided for the proper functioning of the ~~S~~chools District.
4. By refusing to "play politics" in either the traditional partisan; or in any petty sense.
5. By representing at all times the entire school community.
6. By accepting the responsibility to become well informed concerning the duties of Board members; and the proper functions of public schools.
7. By recognizing his/her responsibility as an agent of the ~~S~~tate to seek the improvement of education throughout the ~~S~~tate.

A Board of Education member should respect his/her relationships with other members of the Board:

1. By recognizing that authority rests only with the Board in official meetings; and that the individual member has no legal power to bind the Board outside of such meetings.
2. By recognizing the integrity of his/her predecessors and associates; and the merit of their work.
3. By refusing to make statements or promises as to how he/she will vote on any matter, which should come exclusively before the Board as a whole.
4. By making decisions only after all facts bearing on a question have been presented and discussed.

Bylaws of the Board

Code of Ethics (continued)

~~A Board of Education member should respect his/her relationships with other members of the Board. (continued)~~ ¶

¶

5. By respecting the opinion of others and by graciously conforming to the principle of "majority rule."
6. By refusing to participate in irregular meetings such as "secret" or "star chamber" meetings, which are not official and which all members do not have the opportunity to attend.

A Board of Education member should seek to maintain desirable relations with the Superintendent of Schools and his/her staff:

1. By striving to procure, when a vacancy exists in the position, the best professional leader available for the chief administrative post.
2. By giving the Superintendent full administrative authority for properly discharging his/her professional duties, and by also holding him/her responsible for acceptable results.
3. By acting only upon the recommendation of the Superintendent in matters of employment or dismissal of school personnel.
4. By having the Superintendent present at all meetings of the Board except when his/her contract or salary ~~is~~ under consideration.
5. By referring all complaints to the proper administrative office and by discussing them only at a regular meeting of the Board after ~~the~~ failure of ~~an~~ administrative solution.
6. By striving to provide adequate safeguards around the Superintendent and other staff members to the end that they can live happily and comfortably in the community and discharge their educational functions on a thoroughly professional basis.
7. By presenting personal criticisms of any employee directly to the Superintendent.

A Board of Education member should meet his/her responsibilities to his/her community:

1. By attempting to appraise fairly both the present and future educational needs of the community.
2. By regarding it as a major responsibility of the Board to interpret the aims and the methods of the ~~S~~chools ~~D~~istrict to the community.

Bylaws of the Board

Code of Ethics (continued)

~~A Board of Education member should meet his/her responsibilities to his/her community:
(continued)~~¶

¶

3. By insisting that all school business transactions be on an open, ethical, and above-board basis.
4. By vigorously seeking adequate financial support for the Schools District.
5. By refusing to use his/her position on a Board of Education in any way, whatsoever, for personal gain.
6. By refraining from discussion of confidential matters outside of Board meetings.
7. By justifying the community's confidence in the intention of the Board to act in the best interests of school children.

¶

~~Reference: "Connecticut Code of Ethics for Boards of Education", printed in Responsibilities of Board of Education Membership (revised June 1989)~~¶

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Methods of Operation

The ~~Andover~~ Board of Education shall concern itself only with broad questions of policy and not with administrative details. The Board shall rely upon the Superintendent of Schools to recommend policies for adoption and to administer policies enacted by the Board. Such policies shall be broad enough to indicate a line of action to be taken by the Superintendent in meeting a number of problems and jobs. Application of such policies to individual problems and jobs is an administrative function to be performed by the Superintendent.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Citizen Participation at Board Meetings

Citizens who wish to speak with the Board of Education about a particular subject or concern shall be recognized at the appropriate point in the agenda of the regular monthly Board of Education meeting. This courtesy may be extended at special meetings of the Board of Education by the placement on the agenda of "comments from the public;" such citizen participation at special meetings shall be limited to topics on the special meeting agenda. Written communications from citizens requesting permission to speak with the Board of Education are encouraged but not required.

The Board of Education may, if necessary, restrict the amount of time allowed for citizen presentation. Visitor participation at the Board of Education meetings shall only be at the designated place on the agenda or upon Board of Education agreement to such participation.

Comments and suggestions made by citizens at a Board meeting are welcomed. Such comments or suggestions may be considered in one of the following ways:

1. Received by the Board, but not for specific action taken on the comment or suggestion.
2. Through referral to the Superintendent of Schools for appropriate staff review and consideration.
3. Through referral to the appropriate Board committee for review and consideration.
4. Through being placed on a future agenda for the Board of Education for further review and consideration.
5. Other methods of consideration agreed upon by the Board for a specific question or circumstance.

Questions asked by citizens will be answered in the meeting at which they are asked only if, in the opinion of the Chairperson, the question does not require research or further review before being answered. Citizens' questions which do necessitate review, or study beyond that which is reasonable at the Board of Education meeting may be handled in one of the following ways:

1. Not answered, because to answer would be legally or procedurally inappropriate. The questioner will be told this either immediately or upon further investigation.
2. Referred to the Superintendent of Schools for staff response – written or oral, depending upon his/her judgment.

Bylaws of the Board

Citizen Participation at Board Meetings (continued)

3. Referred to a Board committee for a committee response – written or oral depending upon the committee’s judgment.
4. Placed on a future agenda for the Board of Education for Board consideration and response by the Chairperson – written or oral, depending upon the Chairperson’s response.
5. Other method or methods to answer the question which is agreed upon by the Board for a specific question or circumstance.

Decisions on considerations, responses, and referrals shall be made by the Board Chairperson or upon a motion passed by the Board.

Legal Reference: Connecticut General Statutes

1-200 Definitions

1-206 Denial of access of public records or meetings. Notice. Appeal

1-210 Access to public records

1-225 Meetings of government agencies to be public

1-226 Recording, broadcasting or photographing meetings

19a-342 Smoking prohibited in certain places. Sign required. Penalty

1-231 Executive sessions

1-232 Conduct of meetings (re disturbances)

10-224 Duties of the Secretary

Bylaw adopted by the Board:

December 10, 2008

ANDOVER PUBLIC SCHOOLS

Andover, Connecticut

Bylaws of the Board

Quorum

Four members of the Board of Education shall constitute a quorum for the transaction of business.

| Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Parliamentary Procedures

Rules of Order

Regular and special meetings of the Board of Education are held in public, but they are not public hearings unless so designated. Comments from those citizens present will be welcomed at times indicated by the Chair, but such participation shall not be allowed to interfere with the conduct of business by the Board.

Procedure will normally be informal for the sake of simplicity and to minimize diversion of discussion to procedural questions. Board members may, however, involve Robert's Rules of Order, Revised.

A majority of the Board members present and voting is required to approve a motion.

When comments from the public would be particularly helpful to the Board in reaching a decision on an item, the Board may schedule a public hearing devoted exclusively to that item. In any case, final action, on a change in Board policy will not normally be taken at the time of its first discussion or at a public hearing unless postponement until the next Board meeting would hinder the intent of such action.

Upon a 2/3rds vote of the members of the Board, new business, not listed on the Agenda, may be considered and acted upon at a regular meeting of the Board.

~~No new topic will be started after 10:30 p.m. except by a 2/3 vote of the members present and voting.~~

If a person or group of persons is so disruptive that the meeting cannot proceed in an orderly fashion, the meeting may be cleared, except for representatives of the news media not involved in the disturbance. A meeting may be adjourned or continued to a time and place specified in the adjournment or continuance.

Legal References: Connecticut General Statutes
 1-200 Definitions.
 1-206 Denial of access ~~to~~ public records or meetings. - Appeals. Notice.
 _____ ~~Orders. Appeal~~
 1-210 Access to public records. Exempt records.
 1-226 Recording, broadcasting or photographing meetings.
 _____ ~~19a 342 Smoking prohibited in certain places. Signed required. Penalty~~
 1-231 Executive sessions.
 1-232 Conduct of meetings. ~~(re disturbances)~~
 10-224 Duties of the secretary.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
 Andover, Connecticut

Bylaws of the Board

Recording of Votes

The minutes of Board of Education meetings shall reflect how each Board of Education member voted upon each motion made.

Legal Reference: Connecticut General Statutes

1-225 (formerly 1-21) Meetings of government agencies to be public. Recording of votes. Schedule and agenda of meetings to be filed. Notice of special meetings. Executive sessions. (as amended by P.A. 99-71: An Act Clarifying Certain Time Periods in the Freedom of Information Act Eliminating Outdated and Unnecessary Freedom of Information Provisions.)

Bylaws of the Board

Hearings

Public Hearings

All requests for public hearings to come before the Board of Education shall be presented to the Superintendent of Schools and the Chair~~person~~ of the Board in writing, stating clearly and definitely the purpose(s) of such requests and the action(s) desired thereon. Failure to adhere to these standards shall be reason for the Board to reject the request for a hearing.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut

Bylaws of the Board

Recognition of Accomplishments by Citizens, Students, Staff Members ~~and~~ Members of the Board

Recognition for Accomplishment

The Board of Education is committed to recognizing and reinforcing the positive efforts and performance of individuals involved in the Sschool Districtsystem. The Superintendent shall develop procedures to honor the distinguished or exceptional achievements of citizens, students, ~~and staff members, and members of the Board~~. This should also include retiring staff who have contributed to the Sschool Districtsystem over an extended period of time. This may be done by recognition at Board meetings, letters of recognition, or other appropriate methods.

Bylaw adopted by the Board:

~~December 10, 2008~~

ANDOVER PUBLIC SCHOOLS
Andover, Connecticut