

ANDOVER SCHOOL DEPARTMENT - ANDOVER SCHOOL BOARD MINUTES

Wednesday, June 22, 2022, at 5:00 PM- Meeting Room

Members Present: Chairperson, Paula Lee; Tim Akers; Pete Coolidge; ~~Betty Davis~~; Lora Owings (arrived at 5:06 PM)

Members Absent: Betty Davis

Staff Present: Susan A. Pratt, Superintendent of Schools
Leanne Condon, Superintendent Elect

Guests Present: None

A. Call to Order by Paula Lee at 5:01 PM

B. Pledge of Allegiance recited by all present.

C. Adjustment to Agenda

Discussion: Add the draft meeting schedule approval

Motion to add approval of the 22-23 meeting schedule under G.- Paula Lee
Second: Pete Coolidge Vote: Yes 3 No: 0

D. Visitor's Comment- None

Laura Owings arrived at 5:06 PM

E. Communication: Paula Lee discussed that the Town Report showed a balance of \$2,610.33 that was left from funds donated when the system went through the withdrawal process. She asked what the Board wanted to do about these funds that are being carried by the system.

Motion to authorize the Superintendent to draft a letter to the selectmen asking for the balance to be sent to Andover Elementary School to use for the student activity account:
Paula Lee Second: Pete Coolidge Vote: Yes: 4 No: 0

F. Approval of the Minutes of 6/8/2022

Discussion: The draft minutes did not address the comments of Leanne Condon thanking Mrs. Pratt for her work and how much has been done to have things in place for her start. Mrs. Pratt will make the amendment.

Motion to accept with the amendment: Paula Lee Second: Laura Owings
Vote: Yes: 4 No: 0

G. Staff Reports

Superintendent of Schools Report:

Policies online- update- Supt. Pratt shared that if the policies are approved as drafted, all of the policy book will be online before July 1.

Transition- Leanne Condon- Supt. Condon has not finalized what days of the week she will be in Andover but it will definitely be on Wednesdays. She will need some adjustment in her schedule during the month of December due to her pending retirement.

Authorization for the Superintendent to hire during the month of July- Motion to allow Supt. Condon to hire staff during the month of July – Paula Lee Second: Pete Coolidge
Vote: Yes-4 No- 0

Resignations:

Karen Thurston- 4-5 teacher- Supt Pratt read the letter of resignation from Karen Thurston. The board asked that Supt. Pratt write a letter to Ms. Thurston wishing her well in her new endeavor and thanking her for her contributions to Andover School Department.

Motion to accept the resignation: Paul Lee Second: Tim Akers Vote: Yes-4 No-0

Others: Meeting Dates for FY 23- Supt. Pratt shared a draft of meeting dates for FY 23. She asked if the Board wished to approve these so she could get them posted on the website.

Motion to approve the draft of meeting dates for FY 23: Paula Lee Second: Lora Owings
Vote: Yes: 4 No: 0

H. Approval of the purchase agreements for a school bus. Supt Pratt has yet to get final confirmation for the paperwork in not yet ready. She will continue to work on this and have it ready for Supt. Condon to get approval in July.

I. Second Reading of Policy Section J

JGAA- Assignment of Students to Classes- Five-Year-Olds

JGAB-Assignment of Students to Classes- Transfer Students and Home Schooling Students

JHB- Truancy

JJ- Student Rights and Responsibilities

JIC-Student Code of Conduct

JICA-Student Dress

JICK-R- Bullying Administrative Procedure

JICK-E1- Bullying Report Form

JICK-E2- Bullying Investigation and Response Form

JICK-E3-Bullying: Summary of Disciplinary and Remedial Actions

JCK-E4-Bullying Reporting, Investigation, and Intervention/Resolution Process Flowchart

JJJIF-Management of Concussions and Other Health Injuries
JLCA-Physical Examinations of Students

JLCC-Communicable/Infectious Diseases

JLD- Guidance and Counseling

JLF- Reporting Child Abuse and Neglect

JRA- Student Education Records and Information

JRA-E-Notification of Rights under FERPA
Discussion:

Motion to approve for J Section of the Policies for second reading: Paula Lee
Second: Tim Akers Vote: Yes: 4 No: 0

J Second Reading of Policy Section K

KDD- Media Relations
KHC-Distribution of Non-School Material
KI-Visitors to the School
KLG- Relations with Law Enforcement Authorities
Discussion

Motion to approve for K Section of the Policies for second reading: Paula Lee
Second: Lora Owings Vote: Yes: 4 No: 0

K. Committees:

Facilities Committee : Discussion about the roof and finalization of the project.
Region 9- Nothing to report
Finance- Nothing to report

At the July meeting, new officers will be elected for FY 23 including Facilities, Region 9, Finance and Personnel.

L. Announcements

- Meeting Schedule

Wednesday, July 13, 2022 Regular School Board Meeting AES - 5:00 PM
New Board Members, Election of Board Officers, Annual training

Wednesday, August 10, 2022 Regular School Board Meeting AES - 5:00 PM

M. Adjournment

Motion to adjourn: Paula Lee Second: Lora Owings Vote: Yes: 4 No: 0

Time: 5:52 PM

Respectfully Submitted,



Susan A. Pratt, Superintendent

