

ANDOVER SCHOOL DEPARTMENT

September 10, 2025, ANDOVER BOARD Meeting Draft Minutes

Wednesday, 5:00 P.M. - Meeting Room

Members Present: Tim Akers, Chair; Lora Owings, Vice Chair; Pete Coolidge, Karen Thurston,

Members Absent: Michelle York

Staff Present: Leanne Condon, Superintendent of Schools

Guests Present:

I. Call to Order at 5:02 p.m.

II. Pledge of Allegiance:

III. Adjustment to Agenda – NA

IV. Communication

1. Visitor's Comments:
2. School Board Member Comments: Hart's Seedling Co. has agreed to give whatever didn't sell in Pete's Hardware back to the school.

V. Approval of the Minutes of the [August 13, 2025 ASD Board Meeting](#).

Motion by T. Akers

Second: K. Thurston

Discussion: NA

Vote: Yes:3 (L.Owings Abstained due to absence)

VI. Staff Reports

1. **Superintendent of Schools Report :**

- Updated enrollment – we are currently at 23 students.
- Librarian Contract issued to Kristen Giberson the Mt. Valley Community School Librarian.
- FY26 ESEA Application approved – [Total FY26 federal allocations](#)
- Late Bus Update – Hanover also runs a late bus; we are arranging to meet the Hanover Late Bus at the Hanover Town Office; The board also discussed when we might need a new bus?
- Physical Restraint & Seclusion changes – policy updates may follow. We do have two staff trained in Therapeutic Crisis Intervention.

2. **Principal's Report**

- Special Ed Audit is on May 5 – We are working on the Preview now.
- Special Ed Financial Audit – all paperwork is due to Susan Tuttle before 9/24/25.

VII. Old Business

1. Request approval of [DJ-RFederal Procurement Procedure](#)

Motion to approve by T. Akers

Second: L. Owings

Discussion – There are enough changes from 2022 to now to warrant approving the new language. The

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changes are mostly in a language rather than procedures.

Vote: Yes: 4

2. [Facilities Committee Meeting 9/3/25 Minutes](#) & FY26 School Revolving Renovation Fund application. We will write the grant to include ADA compliance

VIII. New Business

NA

IX. Committees:

Facilities Committee – Murphy’s Mason October 29, cement work begins ; 9/24 gym lights work being completed.

Finance Committee – Covered the FY25 Budget

Region 9 – Changing the pay scale to reflect those who hold a Master’s level.

X. Announcements

Meeting Schedule

Wednesday, October 8, 2025, Regular Board AES in the Library – 5:00 PM

Wednesday, November 12, 2025, Regular Board AES in the Library – 5:00 PM

Wednesday, December 10 2025, Regular Board AES in the Library – 5:00 PM

Wednesday, January 14, 2026, Regular Board AES in the Library – 5:00 PM

XI. Adjournment

Motion: T. Akers Second: L. Owings Vote: Yes: 4 Time: 6:03 p.m.

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