

**SALEM BOARD OF EDUCATION
SALEM, CONNECTICUT**

MINUTES OF NOVEMBER 4, 2024 REGULAR MEETING

PRESENT: Sean Reith, Sue Spang, Jen Rucci, Erik Trotter, Tiffany Cunningham, Kelly Francis, Ryan Little, Krystal Hales, Keri Weaver

ADMINISTRATION: Brian Hendrickson, Superintendent; Kim Gadaree, Business Manager; Chris Lund, Director of Facilities

VISITORS: Leah Francis (ELHS Student Representative), Tony Henry, Jonathan Chechile, Todd Millen, Sue Bennett, Jaci Donahue, Gary Closius, Janet Griggs (BOF liaison)

I. CALL TO ORDER - Meeting was called to order at 7:00 p.m. by Chairman, Sean Reith.

MOTION: Add item C. Discussion concerning SFT leadership email to Executive Session.

Made: Tiffany Cunningham

2nd: Jen Rucci

Vote: All in Favor

MOTION PASSED

II. SALUTE TO THE FLAG

III. PUBLIC COMMENT

The public comment portion of the meeting is a time for members of the audience to address the Board of Education to express opinions concerning the educational program or other topics within the purview of the Board. The public is advised that any discussion of specific Board employees will not be allowed. The Board will listen to remarks but discussion and Board action is limited to agenda items only. When making a comment, please use the microphone and state your name and address.

- Gary Closius, 294 Hartford Road - Spoke about his positive collaboration with the Superintendent in his role as President of the Salem Seniors.

IV. COMMUNICATIONS

- [Communication from SFT Leadership \(Meeting Request\)](#)

V. CONSENT AGENDA

A. Approve Minutes of the October 7, 2024 Regular BOE Meeting

B. Superintendent's Staffing Report

Assignments:

- Appointed Malarie Buller as Cafeteria Aide starting October 21, 2024 at an hourly rate of \$17.48.

Supplemental Assignments:

- Appointed Malarie Buller as Co-Ed Soccer Coach for SY2024-25 for a stipend amount of \$1,758.00.
- Appointed Eileen Hosey and Sue Bennett as Broadcast Co-Advisors for SY2024-25 for a stipend amount of \$1,889.00 split equally (\$944.50 each).
- Appointed Danielle Bucci Nardoza, Jennifer Leinbach, Sheila Miller, Kevin Orenstein, and Naomi Swider as Leadership Team members for SY2024-25 for a stipend amount of \$1,600.00 for each staff member.

Resignations:

- Lamar Goodrich, 2nd shift Custodian, resigned effective October 25, 2024.
- Molly Savage, LTS Elementary Teacher, resigned effective October 18, 2024. *(She is continuing as a Building Substitute.)*
- Sorada Malawaijan, Cafeteria Aide, resigned effective November 2, 2024.

MOTION: To approve the consent agenda items, as presented.

Made: Sue Spang

2nd: Ryan Little

Vote: All in Favor

MOTION PASSED

VI. ELHS STUDENT REPRESENTATIVE REPORT

A. November Report

Leah Francis, ELHS Student Representative, reported on recent and upcoming ELHS events.

VII. SUPERINTENDENT REPORT

A. District Updates

Brian Hendrickson reported on the October *Snapshot* newsletter, Staff Professional Development on November 5th, LEARN Regional Tech Services Grant, Annual Salem School District Security Plan, and ELHS Building Project and Admin Vision Group.

VIII. BUSINESS MANAGER REPORT

A. Action Item: Approve Expenditure Reports, Line Item Adjustments and Monthly Grant Spending Report

Kim Gadaree reported on the financial reports and line item adjustments.

MOTION: To approve the Expenditure Reports and Monthly Grant Spending Reports, as presented.

Made: Ryan Little

2nd: Jen Rucci

Vote: All in Favor

MOTION PASSED

IX. DISCUSSION/ACTION ITEMS

A. Early Notice of Retirement Incentive

This is the 4th year that the Board has offered this incentive for budgeting purposes.

MOTION: To adopt the Early Notice of Retirement Incentive for SFT (certified) and AFSCME (non-certified) union staff.

Made: Sue Spang

2nd: Ryan Little

Vote: All in Favor

MOTION PASSED

B. Capital Plan

Chris Lund reviewed the Capital Improvement Plan spanning fiscal years 2026-2035. Chris reviewed the actions taken by the Long-Range Education Planning Subcommittee to date and the items in the Capital Plan with the Board.

MOTION: To approve the 10-year Capital Plan.

Made: Tiffany Cunningham

2nd: Jen Rucci

Vote: All in Favor

MOTION PASSED

C. SY2025-26 Budget

Ryan Little reviewed the budget timeline (draft) with the Board.

X. SUBCOMMITTEE REPORTS/ANNUAL MANAGEMENT PLAN REVIEW

A. Long-Range Educational Planning Subcommittee

B. Personnel Subcommittee

Sue Spang reported that the subcommittee met earlier in the evening and discussed the Early Notice of Retirement Incentive, Administrative Structure/Contracts, the District Organizational Chart and the Exit Survey/Interview draft policy.

C. Policy Subcommittee

Jen Rucci reviewed 1st readings with the Board. (#5145.44/4000.1, #0521, #6177/6177p) She also noted that Policy and Budget need to schedule a joint meeting to discuss the Non-Lapsing Account policy and a joint meeting with Personnel to discuss Exit Surveys/Exit Interviews policy.

D. Budget/Finance Subcommittee

E. Curriculum Ad-Hoc Subcommittee

Kelly Francis reported that the subcommittee meets again on November 18th at 6pm.

F. Annual Management Plan

The annual management plan was reviewed.

XI. PUBLIC COMMENT

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XII. AGENDA ITEMS FOR NEXT MEETINGS – December 2, 2024

XIII. EXECUTIVE SESSION

Discussion of strategy and possible action on:

- A. Settlement agreement and resolution on threatened litigation by teacher**
- B. State Board of Labor Relations decisions on SFT complaints**
- C. Discussion concerning SFT leadership email**

MOTION: To enter executive session at 8:22 pm for the purpose of discussion of strategy and possible action on settlement agreement and resolution on threatened litigation by teacher, State Board of Labor Relations decisions on SFT complaints and discussion concerning SFT leadership email, inviting Brian Hendrickson, Board Attorney (via phone), and Kim Gadaree.

Made: Ryan Little

2nd: Jen Rucci

Vote: All in Favor

Motion Passed

Exited executive session at 10:31 pm.

XIV. ADJOURNMENT

MOTION: To adjourn at 10:31 pm.

Made: Jen Rucci

2nd: Krystal Hales

Vote: All in Favor

Motion Passed

Meeting adjourned at 10:31 p.m.

JR/jlk