

**Salem School District  
Personnel/Contract Negotiations Regular Meeting  
Monday, March 4, 2024  
6:00 PM**

**Present:** Sue Spang (Chair), Ryan Little, Sean Reith (ex-officio) (arrived at 6:19 pm)

**Administration:** Brian Hendrickson, Superintendent and Kim Gadaree, Business Manager

1. Call to Order: Meeting called to order at 6:03 p.m. by Sue Spang.
2. The subcommittee unanimously approved the February 5, 2024 minutes. (RL/SS)
3. Staffing Update: No update.
4. AFSCME Negotiations Update (Possible Executive Session)

**MOTION:** To enter Executive Session at 6:04 pm to discuss AFSCME Negotiations, inviting Sean Reith, Brian Hendrickson, Kim Gadaree, and Mark Sommaruga (via phone). RL/SS – unanimous

Executive Session ended at 6:48 pm.

5. Employee Handbook Revisions: Brian Hendrickson provided changes to the employee handbook to the subcommittee. The changes clarified sections of the handbook pertaining to acceptable behavior and attendance expectations.
6. Job Descriptions: Drafts that need approval: Athletic Coordinator, Journalism Club, STEAM Advisor, Math Support/Enrichment Talented and Gifted Support Teacher: Tabled (SS/RL)
7. Staff Climate Survey: The survey will be the same as last year and will be distributed in May.
8. Other: None.
9. Next Regular Meeting: May 6, 2024 at 6:00 p.m.
8. Adjournment: Meeting adjourned at 6:56 p.m. (RL/SS)