

**SALEM BOARD OF EDUCATION
SALEM, CONNECTICUT**

MINUTES OF SEPTEMBER 9, 2024 REGULAR MEETING

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

ABSENT: Sean Reith and Keri Weaver

ADMINISTRATION: Brian Hendrickson, Superintendent; Kim Gadaree, Business Manager; Megin Sechen, Assistant Principal/Director of Curriculum

VISITORS: Janet Griggs (BOF Liaison), Leah Francis (ELHS Student Representative), Tony Henry, Jennifer Kayser, Jen Leinbach, Sally Buller, Chris Wisniewski, Jonathan Chechile

I. CALL TO ORDER - Meeting was called to order at 7:03 p.m. by Vice-Chair, Sue Spang.

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.

IV. COMMUNICATIONS

- Communication from Colchester Public Schools
- Communication from East Lyme youth Services
- Communication from Superintendent Newton re: HS Building Project Committee

V. CONSENT AGENDA

A. Approve Minutes of the August 22, 2024 Special BOE Meeting and August 22, 2024 Special Retreat Meeting

B. Superintendent's Staffing Report

Assignments:

- Appointed Mallory Hallahan as 0.80 FTE Tutor (25 hours/week) starting August 26, 2024 at an hourly rate of \$26.62.
- Appointed Rebecca Radford as Gr. 5/6 ELA Long-Term Substitute Teacher starting August 28, 2024 at a daily per diem rate of \$273.40 (BA/Step 2).
- Appointed Rachel Kohl as Gr. 7/8 ELA Long-Term Substitute Teacher starting September 4, 2024 at a daily per diem rate of \$273.40 (BA/Step 2).

Supplemental Assignments:

- Appointed Sally Buller and Jennifer Leinbach as Co-8th Grade Advisors for SY2024-24 for a stipend amount of \$1,751.00 (equally shared).
- Appointed Kate Bojarski as Yearbook Advisor for SY2024-25 for a stipend amount of \$1,751.00.
- Appointed James Gerrard as Jazz Band Director for SY2024-25 for a stipend amount of \$1,425.00.
- Appointed Allison Reguin as NJHS Advisor for SY2024-25 for a stipend amount of \$1,750.00.
- Appointed Sheila Miller as STEAM Advisor for SY2024-25 for a stipend amount of \$1,600.00.
- Appointed Kevin Orenstein as Journalism Club Advisor for SY2024-25 for a stipend amount of \$1,889.00.
- Appointed Brent Ali as Athletic Coordinator for SY2024-25 for a stipend amount of \$1,500.00.
- Appointed Sally Buller as Soccer Coach for SY2024-25 for a stipend amount of \$1,758.00.
- Appointed Sally Buller as Girls' Basketball Coach for SY2024-25 for a stipend amount of \$1,758.00.
- Appointed Jack Levanto as Boys' Assistant Basketball Coach for SY2024-25 for a stipend amount of \$1,293.00.

- Appointed Jack Levanto as Assistant Track Coach for SY2024-25 for a stipend amount of \$1,293.00.
- Appointed Brent Ali as Track Coach for SY2024-25 for a stipend amount of \$1,758.00.

Resignations:

- Lindsay Olock, MS ELA teacher, effective August 29, 2024.

Terminations:

- Gabrielle Robertson, probationary teaching employee (MS ELA), effective August 27, 2024.

C. Out of State Field Trip

- Grade 7/8 Educational Tour/field trip to Washington DC - proposed dates 4/23/25-4/25/25

MOTION: To remove item V.C. from the consent agenda item for discussion between item V. and VI.

Made: Ryan Little

2nd: Jen Rucci

Vote: All in Favor

MOTION PASSED

Note: Typo in retreat minutes - remove the motion language.

MOTION: To approve the consent agenda items (V.A. and V.B.), as amended.

Made: Ryan Little

2nd: Jen Rucci

Vote: All in Favor

MOTION PASSED

Tiffany Cunningham inquired about receiving resignation letters in board packets. It was reported that the Personnel Subcommittee discussed the new staffing report and that if there is any information not included in the staff report that a Board member would like, they should make an information request in writing to the Board Chair.

Jen Rucci inquired about Cross Country appointments and Jenn Kayser noted that they will be listed on the next staffing report.

Out of State Field Trip

- Grade 7/8 Educational Tour/field trip to Washington DC - proposed dates 4/23/25-4/25/25
Sally Buller and Jen Leinbach (8th Grade Advisors) reviewed the itinerary and proposal received by Landmark Educational Tours for a Washington DC trip/educational tour for 7th and 8th grade students in April. The Board held a Q&A session with the advisors. The advisors discussed fundraising to help offset the cost of the trip for families. The Board also requested the advisors keep them informed of any financial hardships.

MOTION: To authorize an educational tour/field trip to Washington DC for Grade 7 and 8 students as planned by Salem School staff.

Made: Jen Rucci

2nd: Krystal Hales

Vote: All in Favor

MOTION PASSED

VI. ELHS STUDENT REPRESENTATIVE REPORT

A. September Report

Leah Francis, ELHS Student Representative, reported on ELHS events for the start of the school year.

VII. SUPERINTENDENT REPORT

A. Start of School District Updates

Brian Hendrickson reported on convocation and the start of the school year, state assessments results, website student recognition, East Lyme Youth Service communication, and the Washington DC trip.

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, there were no line item adjustments this month. In addition the final 2023-24 expenditure report was included for approval. Kim also reported that the non-lapsing account has been established with a beginning balance of \$226,543.16 and the EL shared service contracts have been received and noted the Food Service Director and Facilities Director agreements have increased.

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. Tuition Fees

MOTION: To approve the 2024-25 regular education tuition fees at \$1,903.20/month - \$19,032.00 annually.

Made: Ryan Little

2nd: Kelly Francis

Vote: All in Favor

MOTION PASSED

B. Discussion and possible action on ratification of proposed/draft 2024-2027 collective bargaining agreement with non-certified employees' union (AFSCME) (Executive session anticipated on discussion)

MOTION: To move item IX.B. after agenda item XI.

Made: Ryan Little

2nd: Jen Rucci

Vote: All In Favor

MOTION PASSED

X. SUBCOMMITTEE REPORTS/ANNUAL MANAGEMENT PLAN REVIEW

A. Long-Range Educational Planning Subcommittee

Tiffany Cunningham reported that the subcommittee met and discussed the capital plan. There was a discussion on having Chis Olsen attend a future LREP meeting to discuss security items on the capital plan. There was also a request to have Vancord attend a future LREP meeting regarding technology items. Brian Hendrickson stated that he would pass on that request to the Vancord project manager. Sue Spang inquired about how to request including an item (steps in the field being added - safety) to the capital plan and Tiffany stated that requests should be emailed to her.

B. Personnel Subcommittee

Sue Spang reported that the subcommittee met and discussed AFSCME negotiation, dates for teacher negotiations, admin contracts/structure, and the organizational chart.

C. Policy Subcommittee

Next meeting has been rescheduled to September 30th at 5:00 pm.

D. Budget/Finance Subcommittee

A joint meeting with policy will be scheduled to discuss the creation of a non-lapsing account policy.

E. Curriculum Ad-Hoc Subcommittee

Next meeting has been rescheduled to September 30th at 6:00 pm.

F. Annual Management Plan

The annual management plan was reviewed.

XI. PUBLIC COMMENT

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- Chris Wisniewski, 11 Bayberry Place - Stated the date changes for the subcommittees were not updated on the website and 5th grade not having world language.

Discussion and possible action on ratification of proposed/draft 2024-2027 collective bargaining agreement with non-certified employees' union (AFSCME) (Executive session anticipated on discussion)

MOTION: To enter executive session at 8:19 pm for the purpose of possible action on ratification of proposed/draft 2024-2027 collective bargaining agreement with non-certified employees' union (AFSCME), inviting the Business Manager and Superintendent.

Made: Jen Rucci
2nd: Sean Reith
Vote: All in Favor
Motion Passed

Exited executive session at 8:57 pm.

MOTION: To ratify the 2024-2027 AFSCME collective bargaining agreement and approve the Vice-Chair to sign in lieu of the Board Chair.

Made: Ryan Little
2nd: Kelly Francis
Vote: All in Favor
Motion Passed

Board members requested the ability to review the contracts prior to the meeting if possible, to allow for time to read and prepare questions ahead of executive session. Mr. Hendrickson reported he would follow up on an appropriate mechanism to do that.

XII. AGENDA ITEMS FOR NEXT MEETINGS – October 7, 2024

XIII. ADJOURNMENT

MOTION: To adjourn at 9:06 pm.

Made: Jen Rucci
2nd: Krystal Hales
Vote: All in Favor
Motion Passed

Meeting adjourned at 9:06 p.m.

JR/jlk