

**SALEM BOARD OF EDUCATION
SALEM, CONNECTICUT**

MINUTES OF JULY 17, 2023 SPECIAL MEETING

PRESENT: Sean Reith, Tiffany Cunningham, Kelly Francis (arrived at 7:04 pm), Ryan Little, Sue Spang, Jen Rucci, Christina Fontaine, LaVan Norwood

ABSENT: Dan Marsh

ADMINISTRATION: Kim Gadaree, Business Manager

VISITORS: Janet Griggs (BOF), Jennifer Kayser (BOE Clerk), Chris Lund

I. CALL TO ORDER - Meeting was called to order at 6:59 p.m. by Chairman, Sean Reith.

II. SALUTE TO THE FLAG

III. EXECUTIVE SESSION (POSSIBLE)

A. Discuss Legal Update and Strategies Regarding Pending Litigation from Former Certified Staff Member/Unfair Labor Practice Complaint

There was no Executive Session.

IV. PUBLIC COMMENT

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V. COMMUNICATIONS

VI. CONSENT AGENDA

A. Approve Minutes of the June 6, 2023 Special BOE Meeting, June 26, 2023 Special BOE Meeting, June 26, 2023 BOE Retreat, and June 28, 2023 BOE Special Meeting

- June 26, 2023 Retreat Minutes – under IIIA add the word “strategic” before the word plan.

B. Superintendent’s Staffing Report

- Accepted the resignation of Allison Croteau, Cafeteria Aide, effective June 13, 2023.
- Termination of Van Miller, Lead Custodian, effective June 7, 2023.
- Accepted the resignation of Ilza Duli, Cafeteria Aide, effective June 20, 2023.
- Accepted the resignation of Megan Jackson, Grade 4 Teacher, effective June 22, 2023.
- Appointed Howie Houser as Lead Custodian, effective June 12, 2023 at an hourly rate of \$24.11 (lead custodian step 3).
- Appointed Sally Buller as Tutor, effective SY2023-24 at an hourly rate of \$27.17 (step 3).
- Appointed Kristine Ton as Summer School Teacher. (July 11, 2023 - August 3, 2023 for 4 hours per day/3 days a week)
- Appointed Mary Sturgeon as Summer School Tutor. (July 11, 2023 - August 3, 2023 for 4 hours/day 3 days a week)
- Appointed Ana Webster as Elementary Teacher effective SY2023-24 at a salary of \$59,156.00 (MA/Step 3).
- Appointed Sarah Brousseau as Elementary Teacher effective SY2023-24 at a salary of \$61,226.00 (MA/Step 4).

C. Unpaid Leave Request for Certified Staff Member

- Approve unpaid leave of absence for Sarah Kateley, Library/Media Specialist, August 23, 2023 through January 2, 2024.

MOTION: To approve the consent agenda items as amended.

Made: Jen Rucci
2nd: Tiffany Cunningham
Vote: All in Favor
MOTION PASSED

VII. SUPERINTENDENT REPORT

- A. District Updates** – Sean Reith reviewed the memo from Superintendent Hendrickson that includes updates on the roof project, summer programming, DSS search process review and entry plan, parent involvement, curriculum/professional development, and security.

VIII. BUSINESS MANAGER REPORT

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

MOTION: To approve the Expenditure Report, Line Item Adjustments and Monthly Grant Spending Report, as presented.

Made: Ryan Little

2nd: Jen Rucci

Vote: All in Favor

MOTION PASSED

IX. DISCUSSION/ACTION ITEMS

- A. Shared Services Agreement with ELPS for Facilities Director**

Chris Lund introduced himself to the Board of Education.

MOTION: To approve the Superintendent to execute the shared service agreement with ELPS for the shared Facilities Director.

Made: Sean Reith

2nd: Kelly Francis

Vote: All in Favor

MOTION PASSED

- B. Annual Management Plan**

MOTION: To approve the annual management plan as presented.

Made: LaVan Norwood

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 earlier in the evening. There have not been any corrections/amendments received from the Board. The Board members were asked to send any comments to Jenn Kayser or Tiffany via email prior to 2nd reading. Tiffany noted that the 22-23 data needs to be added to the strategic plan before 2nd reading.

- B. Personnel Subcommittee**

Sue Spang reported that the DSS selection was unanimous and thanked the women of the BOE for donating to the Siebert scholarship fund.

- C. Policy Subcommittee**

1st Reading: #9160 Student Representation to the Board of Education

The policy will be revised before the 2nd reading - #4 will be changed to “Student representatives will be given an opportunity to speak during the monthly BOE meetings.”

The Board also discussed policies #6145 and 6172.3 regarding homeschooling students and their ability to participate in extra curricular activities. The Policy Subcommittee reviewed the current policy and also East Lyme’s policy. Many districts do not allow participation, our current policy requests written requests to the Superintendent with sole approval by the Board. This is something the Policy Subcommittee will continue to discuss and will look at policies from surrounding districts, investigate CIAC regulations related to athletics, and discuss parameters for current policy language.

- D. Budget/Finance Subcommittee**

- E. Curriculum Ad-Hoc Subcommittee**

- F. Annual Management Plan**

The annual management plan was reviewed.

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XVII. AGENDA ITEMS FOR NEXT REGULAR MEETING – August 14, 2023

- Update: Climate Survey

XIIX. ADJOURNMENT

MOTION: To adjourn at 7:53 p.m.

Made: Jen Rucci
2nd: Sue Spang
Vote: All in Favor
Motion Passed

Meeting adjourned at 7:53 p.m.

JR/jlk