

**SALEM BOARD OF EDUCATION  
SALEM, CONNECTICUT**

MINUTES OF OCTOBER 2, 2023 REGULAR MEETING

**PRESENT:** Sean Reith, Tiffany Cunningham, Kelly Francis, Ryan Little, Jen Rucci, Dan Marsh

**ABSENT:** Sue Spang

**ADMINISTRATION:** Brian Hendrickson, Superintendent; Kim Gadaree, Business Manager; Dan Driscoll, Principal; Megin Sechen, Assistant Principal

**VISITORS:** Pam Munro, Janet Griggs, Heather Meisenzahl (SFT), Sue Wyand (AFSCME), Anette Haylon, Kate Bojarski, Naomi Swider, Sarah Andrews, Jenn Kayser (BOE Clerk)

**I. CALL TO ORDER - Meeting was called to order at 7:02 p.m. by Chairman, Sean Reith.**

Additions/changes to the agenda: None.

**II. SALUTE TO THE FLAG**

**III. PUBLIC COMMENT**

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**IV. COMMUNICATIONS**

- AFSCME MOU request.
- SFT MOU request.
- PK early dismissal time change (from 11:40 am – 11:15 am).
- BOE audio/video equipment was damaged from water due to the roof project. We are hoping to have new equipment for the December meeting.

**V. SPECIAL REPORTS**

**A. School Climate Update**

The survey results from the most recent survey were shared. There has been significant improvement in all areas (see table below).

Key District/School Based Qualitative Measures				
Social-Emotional Learning	2021-2022	2022-2023	Fall 2023	2025 Target
Teachers - There are clear-cut policies at my school.	55%	38%	80%	80%
Teachers - I feel that I am part of a school community (shared mission, values, efforts, and goals.)	67%	41%	82%	80%
Teachers - I feel like my contributions are valued and important.	64%	52%	84%	80%
Families - I know how my child is doing before I receive the report card.	81%	75%	81%	90%
Families - My child is challenged academically.	82%	70%	81%	90%

Principal Driscoll reviewed his [presentation](#) with the Board on the climate data. He thanked the members of the Safe School Climate Committee for their work and for attending the meeting. Mr. Reith asked some of the committee members some questions to gain their perspective on the school climate. It was noted that the spring results are very encouraging.

**B. State Assessment Results Update**

Assistant Principal Sechen reviewed her [presentation](#) on state assessment results. She reviewed all of the changes made to date this school year to assist with helping students achieve growth. Math has been increased to 90-minute blocks in grades K-6, one teacher in grades K-4 and two teacher teams in grades 5-6. Math support focus in middle grades and additional SRBI tutors. The data was reviewed with the Board and Mrs. Sechen

reminded the Board that this is just one test and one measure and we are moving forward and are ready to support our staff to help our students grow and succeed.

**VI. CONSENT AGENDA**

**A. Approve Minutes of the September 11, 2023 Regular Meeting**

**B. Superintendent's Staffing Report**

- Appointed Lindsay Vincent as LTS Kindergarten Teacher starting November 16, 2023 and ending February 27, 2024 at a daily rate of \$273.40 (lowest step in contract).
- Appointed Kristi Morrison as LTS Grade 2 Teacher starting October 18, 2023 and ending January 26, 2024 at a daily rate of \$273.40 (lowest step in contract).
- Appointed Stacey McAvoy as PT Tutor (0.62 FTE) effective September 18, 2023 at an hourly rate of \$26.62.
- Appointed Ryan Gray as Yearbook Advisor for SY2023-24 at a stipend of \$1,751.00.
- Appointed Natalie Andrews as Choral/Theater Advisor for SY2023-24 at a stipend of \$1,418.00.
- Appointed James Gerrard as Jazz Band Director for SY2023-24 at a stipend of \$1,425.00.
- Appointed Sue Bennett as Broadcast Advisor for SY2023-24 at a stipend of \$1,889.00.
- Appointed Jessica Fletcher as Cross Country Coach for SY2023-24 at a stipend of \$1,758.00.
- Appointed Sally Buller as Co-ed Soccer Coach for SY2023-24 at a stipend of \$1,758.00.
- Appointed Sally Buller and Kevin Orenstein as Co-8th Grade Advisors for SY2023-24 at a stipend of \$875.50 each (total \$1,751.00).
- Appointed Brent Ali as Athletic Coordinator for SY2023-24 at a stipend of \$1,500.00.
- Accepted the resignation of Micheline Gugliotti, Instructional Aide, effective September 29, 2023.

**MOTION:** To approve the consent agenda items as amended.

Made: Jen Rucci

2<sup>nd</sup>: Kelly Francis

Vote: All in Favor

**MOTION PASSED**

**VII. SUPERINTENDENT REPORT**

**A. District Updates**

- Superintendent Hendrickson updated the Board on the following items: Security, Budget Development, Capital Plan and Communications. The report was in a new format that connect the updates to the Strategic Plan.

**VIII. BUSINESS MANAGER REPORT**

**A. Action Item: Approve Expenditure Reports, Line Item Adjustments and Monthly Grant Spending Report (Final SY2022-23 and September 2023)**

Kim Gadaree reported that the SY2022-2023 budget closed with \$9,038.06 being returned to the Town.

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

Made: Ryan Little

2<sup>nd</sup>: Jen Rucci

Vote: All in Favor

**MOTION PASSED**

**B. Capital Plan**

The updated Capital Plan was briefly discussed. Chris Lund is still updating the plan and will have it ready for review for the November meeting. Tiffany Cunningham requested the columns updated to match past plans.

**IX. DISCUSSION/ACTION ITEMS (NONE)**

**X. SUBCOMMITTEE REPORTS/ANNUAL MANAGEMENT PLAN REVIEW**

**A. Long-Range Educational Planning Subcommittee**

Sean Reith appointed Ryan Little as an interim member to the subcommittee.

**B. Personnel Subcommittee**

Ryan Little reported that the subcommittee will meet in November.

**C. Policy Subcommittee**

Jen Rucci reviewed the policies for 2<sup>nd</sup> reading with the Board

2<sup>nd</sup> Readings: #661.3 Live Animals in the Classroom: Therapy Dogs, #6145 Extra Curricular Activities and #6172.3 Parent Instruction of Children at Home

**MOTION:** To approve #6161.3 Live Animals in the Classroom (without alternate language).

Made: Jen Rucci

2<sup>nd</sup>: Dan Marsh

Vote: All in Favor

**Motion Passed**

**MOTION:** To approve #6145 Extra Curricular Activities and #6172.3 Parent Instruction of Children at Home, as amended. (line 38: add Additional costs incurred by the District are the responsibility of the student's parent/legal guardian.)

Made: Jen Rucci

2<sup>nd</sup>: Dan Marsh

Vote: In Favor: JR, TC, SR, KF, DM

Opposed: RL

Absent: SS

**Motion Passed**

**D. Budget/Finance Subcommittee**

Ryan Little reported that there will be a special meeting on October 23<sup>rd</sup> at 5:30 pm to start budget discussions.

**E. Curriculum Ad-Hoc Subcommittee**

Kelly Francis reported that the next meeting is scheduled for October 23<sup>rd</sup> at 6:00 pm.

**F. Annual Management Plan**

The annual management plan was reviewed.

**XI. PUBLIC COMMENT**

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- Heather Meisenzahl, Acting SFT President: Spoke about the collaborative working relationship with the administration. Union officers are pushing staff to go to administration first with issues. Spoke about the climate survey and liked Ryan's comments about what are we doing for those don't feel happy and mentioned paying attention to veterans and welcoming new staff. Wellness team is down staff and mentioned the importance of social emotional needs of the school/students.

**XII. EXECUTIVE SESSION**

**A. Discussion of Strategy and Status of CHRO Complaint Filed by Non-Certified Employee**

**MOTION:** To enter Executive Session at 9:11 pm for the purposes of discussing strategy and status of CHRO complaint filed by non-certified employee and inviting the Business Manager, Superintendent and CIRMA legal counsel.

Made: Kelly Francis

2<sup>nd</sup>: Jen Rucci

Vote: All in Favor

**Motion Passed**

Executive Session ended at 9:45 pm.

**XIII. AGENDA ITEMS FOR NEXT REGULAR MEETING – November 6, 2023**

- Special Education Overview

**XIV. ADJOURNMENT**

**MOTION:** To adjourn at 9:47 p.m.

Made: Jen Rucci

2<sup>nd</sup>: Kelly Francis

Vote: All in Favor

**Motion Passed**

**Meeting adjourned at 9:47 p.m.**

JR/jlk