

**SALEM BOARD OF EDUCATION
SALEM, CONNECTICUT**

MINUTES OF NOVEMBER 6, 2023 REGULAR MEETING

PRESENT: Sean Reith, Sue Spang, Tiffany Cunningham, Kelly Francis, Ryan Little, Dan Marsh

ABSENT: Jen Rucci

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

VISITORS: Pam Munro, Janet Griggs, Heather Meisenzahl (SFT), Jonathan Chechile, Jenn Kayser (BOE Clerk)

I. CALL TO ORDER - Meeting was called to order at 8:57 p.m. by Chairman, Sean Reith.

Additions/changes to the agenda: None.

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

- Student vs Staff Soccer Game.
- Legislative agenda – communications from representatives on setting up a meeting.

V. CONSENT AGENDA

A. Approve Minutes of the October 2, 2023 Regular Meeting

B. Superintendent's Staffing Report

- Appointed Rachel Byrne as Instructional Aide effective November 13, 2023 at an hourly rate of \$17.01.
- Appointed Amy Richter as Cross Country Assistant Coach for SY2023-24 for a stipend of \$1,293.00.
- Appointed Angela Hill as Co-ed Soccer Coach for SY2023-24 for a stipend of \$1,758.00.
- Appointed Danielle Bucci-Nardoza to the Leadership Team for SY2023-24 for a stipend of \$1,600.00.
- Appointed Jennifer Leinbach to the Leadership Team for SY2023-24 for a stipend of \$1,600.00.
- Appointed Sarah St. Pierre to the Leadership Team for SY2023-24 for a stipend of \$1,600.00.
- Appointed Kristine Ton to the Leadership Team for SY2023-24 for a stipend of \$1,600.00.
- Appointed Marissa Kach to the Leadership Team for SY2023-24 for a stipend of \$1,600.00.
- Appointed Allison Reguin as NJHS Advisor for SY2023-24 for a stipend of \$1,750.00.
- Accepted the resignation of Ruth Savalle, Instructional Aide, effective December 31, 2023.

It was noted that the October 2nd minutes should reflect Sue Spang was absent (not present).

MOTION: To approve the consent agenda items as amended.

Made: Ryan Little

2nd: Sue Spang

Vote: In Favor: SR, RL, KF, TC

DM

Abstained: SS

MOTION PASSED

VI. SUPERINTENDENT REPORT

A. District Updates

- Superintendent Hendrickson updated the Board on the following items: Security, Budget Development, Capital Plan, Legislative Agenda, and Communications.

VII. 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 on the financial reports.

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

Made: Ryan Little

2nd: Sue Spang

Vote: All in Favor

MOTION PASSED

VIII. DISCUSSION/ACTION ITEMS

A. Capital Plan

Tiffany Cunningham reported that LREP met earlier in the evening and were briefed by Chris Lund, Director of Facilities. The 23-24 projects are network upgrades and replacing the 1994 boilers. The first half of the network upgrades are complete which included replacing switches and access points. The second half of the upgrade has started and the new firewall was installed in October. The boiler replacement has been pushed out to 24-25 as there is an additional amount of \$50,000 requested for prevailing wages not included in the other estimate. The 24-25 projects were reviewed: wall padding for MPR and gym, new stage curtains (current are not fire compliant), replacing lockers in the 1994 addition, fire alarm upgrade, repair/address uneven concrete walking areas, replace the MPR floor, IAQ inspection (new state mandate), and building duct cleaning. The total request for 24-25 is \$520,416.00. The Board asked Kim Gadaree to see if the duct cleaning could be funded using Town ARPA funding.

MOTION: To approve budget year 2024-2025 of the Capital Plan as written.

Made: Tiffany Cunningham

2nd: Sue Spang

Vote: All in Favor

MOTION PASSED

LREP will review the remainder of the Capital Plan at their next meeting and will bring recommendations to the full Board for approval. Sue Spang raised a concern from a towns person regarding the possible need of adding steps from the parking lot into the field.

B. MBR Non-Compliance

Superintendent Hendrickson explained that the next formal step of the Board is to send a communication to the Town requesting an additional appropriation of \$22,657.00. Janet Griggs noted that the HS tuition decreased which is why the BOF made the reduction to the BOE budget and that the BOF would want a response to that question before appropriating additional funds. Kim Gadaree was asked to inquire with the Department of Education Chief of Fiscal and Administrative Services on the Designated High School Deduction which is listed as \$0.

MOTION: The Board of Education requests the administration to clarify the states accounting mechanism with regard to the high school enrollment trend and if upheld authorizes the administration to formally send a communication to the Board of Finance with the appropriation request.

Made: Sean Reith

2nd: Sue Spang

Vote: All in Favor

MOTION PASSED

C. ELHS Student Representative to the BOE

MOTION: To table ELHS Student Representative to the BOE to the next regular meeting.

Made: Sue Spang

2nd: Ryan Little

Vote: All in Favor

MOTION PASSED

D. Discussion and Possible Action on Proposed MOU's with 1) Non-Certified Union Concerning Classroom Coverage Pay and 2) Teachers Union Concerning Sick Leave Bank (Executive Session Anticipated)

Sue Spang reported that both MOU's were discussed at the Personnel meeting. The subcommittee recommends changing the non-certified MOU paragraph #3 to make payments retroactive to the beginning of SY2023-24. The MOU for the certified sick bank was discussed. There are two changes being recommended to this MOU – 1) no teacher may contribute more than 10 days per school year and 2) the language added by the BOE attorney should be modified to 80 days instead of 50 days.

MOTION: To approve the SFT MOU for the certified sick bank with the following changes: 80 sick days be put in vs 50 sick days using the attorney's language and paragraph 2 10 days accumulated sick leave per school year to the bank.

Made: Sue Spang

2nd: Kelly Francis
Vote: All in Favor
MOTION PASSED

MOTION: To approve the AFSCME MOU for the non-certified classroom coverage pay with the following changes to paragraph 3, above are payable retroactive for the 2023-24 school year.

Made: Sue Spang
2nd: Ryan Little
Vote: All in Favor
MOTION PASSED

IX. SUBCOMMITTEE REPORTS/ANNUAL MANAGEMENT PLAN REVIEW

A. Long-Range Educational Planning Subcommittee

Tiffany Cunningham reported that the subcommittee reviewed the Capital Plan and will continue that work in December.

B. Personnel Subcommittee

Sue Spang reported that the subcommittee reviewed two MOU's.

C. Policy Subcommittee

Dan Marsh reviewed the 1st reading policy #6159 IEP/Special Education Programs with the Board.

D. Budget/Finance Subcommittee

Ryan Little reported that the subcommittee will be working on a meeting with the BOF/BOS to discuss budget drivers.

E. Curriculum Ad-Hoc Subcommittee

Kelly Francis reported on the October subcommittee meeting and that the next meeting is scheduled for November 27th at 6:00 pm.

F. Annual Management Plan

The annual management plan was reviewed.

X. PUBLIC COMMENT

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XI. AGENDA ITEMS FOR NEXT REGULAR MEETING – December 4, 2023

- Capital Plan (SY2024-25 and beyond)
- Executive Session – Security Update

XII. ADJOURNMENT

MOTION: To adjourn at 9:56 p.m.

Made: Sue Spang
2nd: Ryan Little
Vote: All in Favor
Motion Passed

Meeting adjourned at 9:56 p.m.

SS/jlk