

Zoom Link	https://salemacademycs.zoom.us/meeting/register/yySmJz2ASqqUMVPreqPZR
Members Present	Eddie Aroko, Rick Winter
Members Absent	
SACS Staff	Stephanie Callahan, Krissy Sgambellone, Natalie Minaya
Recorder	Fallon Burke
Guests	
Start Time	12:03 pm
End Time	1:00 pm

- I. Eddie Aroko called the meeting to order at 12:04 PM. Rick moved to approve the minutes from the last meeting, and Stephanie seconded the motion. The minutes passed unanimously.
- II. At the February 27th HR Committee meeting, the committee reviewed the compensation analysis tool. Additionally, the Compensation and Benefits task force reviewed the compensation analysis tool on March 11th and discussed whether or not to max out the salary scale. The proposal includes salary adjustments for faculty members who have reached the top of the scale, with discussions on how to structure these increases. There was consideration of applying a uniform percentage increase across all staff, while an alternative suggestion was to use a fixed dollar amount instead, ensuring consistency regardless of current salaries.
- III. Regarding the Immigration & Employment Status Policy, the committee discussed a universal continuing education policy. Furthermore, the committee discussed costs associated with the immigration process. Typically, companies cover processing fees, but legal fees are often the employee's responsibility. F1 student status is required to apply for the continuing education, and the F1 visa would supersede the H1B. The cost of obtaining an F1 visa is not typically significant. The committee discussed whether there is a minimum number of courses that someone must be enrolled in under a student visa. Green card sponsorship is a more complex and costly process. The estimated tuition for CPT1 is approximately \$18K–\$19K in total.

- IV. The committee considered increasing the amount of tuition reimbursement offered by the school, capping the number of eligible employees, and establishing clear criteria for eligibility. The policy should align with existing resources and opportunities available to other employees. One suggestion was to increase the reimbursement cap to \$750 per semester per employee. Private funding sources for professional development could also be explored, offering either an application-based fund or a flat amount per person. The school will collaborate with the Compensation & Benefits Task Force to revise the tuition reimbursement policy, looking at the one that already exists in the staff handbook. Additionally, the committee agreed on the need for clear language outlining what SACS does and does not offer in terms of sponsorship.
- V. The meeting adjourned at 1:00 pm.

Documents Referenced in the Meeting

- Meeting Minutes 3/4/25
- Compensation Analysis Tool