



Salem Academy Charter School

Minutes

Facilities Committee Meeting

Date and Time

Thursday March 13, 2025 at 8:00 AM

The Salem Academy Charter School Facilities Committee will meet March 13, 2025 at 8:00 AM via Zoom.

Zoom Link:

<https://salemacademyics.zoom.us/meeting/register/tZUpdumqrDkjGtQEWZnlaQLx0zEPSHNpEYIB>

Committee Members Present

Jeffrey Whitmore (remote), Krissy Sgambellone (remote), Mark Meche (remote), Robert Rogers (remote), Stephanie Callahan (remote)

Committee Members Absent

None

Guests Present

Fallon Burke (remote)

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

Robert Rogers called a meeting of the Facilities Committee of Salem Academy Charter School to order on Thursday Mar 13, 2025 at 8:04 AM.

C. Approve Minutes

Stephanie Callahan made a motion to approve the minutes from Facilities Committee Meeting on 02-10-25.

Jeffrey Whitmore seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Facilities

A. Capital Plan

Door Replacement

Door 3 was replaced over the February break. The plan is to eventually replace all pending doors.

Campus Security

SACS is gathering quotes for security cameras at the end of Lynch Street, near the garage, and awaiting confirmation from Prime on whether they will be adding cameras to the parking garage. A cloud-based camera trial is planned, which would allow for extended footage storage. Currently, the cost to run cable for security cameras is estimated at \$14,000. Mark will seek additional feedback from his network regarding camera updates. Jeff inquired about the possibility of purchasing additional storage to extend camera memory and whether the system supports both hardware and cloud-based storage.

PA System

A new vendor, Algo, has been identified and will be meeting with the team on Friday. Algo was recommended over Atlas by the company that would install the cabling. The estimated cost of the system is between \$100K-\$140K. Cabling could take place in April in preparation for a July installation, but the team needs to confirm which system they will proceed with.

Short-Term Facilities Projects

A needs assessment of the SACS footprint will be conducted using MSBA guidelines as a benchmark. Short-term construction is being considered between the building near Door 3 and the Ops Annex. Discussions are ongoing about whether to connect these spaces and how to relocate the BRYT space back into the main building.

For any capital funding requests, there will need to be a general explanation of the intended modifications and the areas to be addressed.

Next Steps for the Next Meeting:

- Outline short-term space adjustments and modifications.
- Explore MSBA benchmarks for current and future planning.
- Track door replacement updates and document the remaining doors needing replacement.

B. HVAC Grant Project Updates

The Gym DuctSox was installed on March 12, and air quality monitors were put in place over February break. Window screens were also installed on March 12. Additionally, air purifiers for offices and classrooms have arrived, have been logged, and are currently being deployed to the spaces that need them.

C. Trustee Recruitment

The committee will continue to think of board prospects.

D. Sustainability Initiatives

The committee discussed sustainability initiatives led by students through Service-Learning projects. Some efforts include installing garden beds and implementing a composting program.

Recycling practices were also reviewed, with a focus on whether trash and recyclables are properly separated and the potential for expanding programs such as TerraCycle. Additionally, concerns were raised about plastic usage and ways to limit the amount of plastic entering the school. The discussion also highlighted the importance of incorporating recycling and sustainability considerations into the student lunch Request for Proposal (RFP).

III. Other Business

A. Shetland Parking Update

B. Charter Amendment Request Update

C. 2025 REACH for College Gala

Fallon Burke reminded the committee about the REACH for College Gala on May 9, 2025.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:07 AM.

Respectfully Submitted,
Fallon Burke

Documents Referenced During the Meeting:

- February Meeting Minutes