

APPROVED



Salem Academy Charter School

Minutes

Facilities Committee Meeting

Date and Time

Thursday April 9, 2026 at 8:30 AM

The Salem Academy Charter School Facilities Committee will meet via Zoom.

Zoom Link: <https://salemacademy.cs.zoom.us/j/8KwDPqvLS1Cz5yhJYXZdSw>

Committee Members Present

Imelda Barnhurst (remote), Jeff Whitmore (remote), Krissy Sgambellone (remote), Mark Meche (remote), Robert Rogers (remote), Stephanie Callahan (remote)

Committee Members Absent

Ilene Vogel

Guests Present

Bob Baldwin (remote), 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 Apr 9, 2026 at 8:38 AM.

C. Approve Minutes

II. Facilities

A. Facilities Updates

Krissy Sgambellone provided facilities updates to the committee. Current priorities include several maintenance and infrastructure items. Landscaping-related needs were noted, including the installation of concrete wheel stops and addressing the white fence surrounding the HVAC unit behind the gym, both of which are on the facilities radar.

Krissy also provided updates on utilities. The natural gas contract has recently been renewed, and the electric contract will need to be renewed in November 2027.

The kitchen sink project remains a priority and must be completed before November. Krissy will follow up with the Salem Board of Health to confirm whether the school is classified as having an industrial kitchen, which will inform the scope of work required.

Additionally, the committee noted that the awnings sustained damage from snow and ice and will need to be replaced.

B. 2026 Committee Goals

The committee reviewed progress toward its 2026 goals, with a focus on the Capital Plan and sustainability initiatives.

The school has successfully secured E2E funding, with the majority allocated toward technology infrastructure, including hardware for internet systems, firewalls, signal repeaters, and partial funding for cabling related to the PA system. Implementation of the E2E-funded work is scheduled to take place over the summer, with components such as Ruckus systems and associated licensing included. Krissy will share the full E2E application with the committee.

The committee noted that additional funding updates are still pending, including the Non-Profit Security Grant and potential state earmarks. The group reviewed the Capital Needs Assessment & Plan (FY26+) spreadsheet and discussed the need to update the capital plan in the DESE-required format by June 30, 2026 for inclusion in the Annual Report. As a next step, Krissy will cross-reference the capital plan with E2E funding allocations to identify remaining unfunded priorities.

The committee also discussed progress related to sustainability and composting initiatives, including ongoing conversations with Root. Root would manage leftover food

by either donating or composting unused portions. The team is also exploring a shift from individually packaged meals to a family-style service model, weighing the cost tradeoffs between packaging expenses and additional staffing needed to support service.

C. Development Update

Fallon Burke provided a Gala update, noting that sponsorships have reached nearly \$45,000. The committee discussed the need for additional support in securing final auction items.

D. Motion to Enter Executive Session

Jeff Whitmore made a motion to go into Executive Session pursuant to G.L. c. 30A, § 21(a)(6) [‘Purpose 6’] to consider the lease, exchange, or value of real property — specifically space for Salem Academy with Prime Group (Shetland Park) — because an open meeting may have a detrimental effect on the negotiating position of the public body. The Board will not reconvene in open session after Executive Session.

Imelda Barnhurst seconded the motion.

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

Roll Call

Jeff Whitmore	Aye
Mark Meche	Aye
Robert Rogers	Aye
Krissy Sgambellone	Aye
Ilene Vogel	Absent
Imelda Barnhurst	Aye
Stephanie Callahan	Aye

E. Executive Session

Upon motion duly made, seconded and approved, the committee entered into Executive Session and will not reconvene in open session.

III. 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 9:30 AM.

Respectfully Submitted,
Fallon Burke

Documents used during the meeting

None