

**Salem Public Schools
Salem School Committee
BUILDING & GROUNDS SUBCOMMITTEE
Meeting Minutes
September 27, 2021**

On September 27, 2021 the Building & Grounds Subcommittee held its regular meeting using the Zoom on-line meeting platform.

Members In Attendance: Mr. Fleming, Ms. Mary Manning and Mr. Cruz

Others in Attendance: Superintendent Stephen Zrike, Assistant Superintendent Mary DeLai, Interim Facilities Director Zissis Alepakis

Call of Meeting to Order

Meeting was called to order at 5:33 pm

Approval of Minutes

Ms. Manning made a motion to approve the minutes of June 18, 2021. Mr. Cruz noted that he was not present at the meeting of June 18, 2021, therefore, would not be able to vote on the minutes. Mr. Fleming seconded the motion. A roll call vote was taken.

Ms. Manning Yes

Mr. Cruz present

Mr. Fleming Yes

Motion carries 2-0, 1 present

Review of Building Needs in District

Mr. Fleming asked to be brought up to date as to what facilities work has been done in the district and what still needs to be done. Dr. Zrike added that he would also like for Ms. DeLai to speak regarding the master plan and the master facilities study and getting the task force together to complete this work.

Ms. DeLai introduced Mr. Alepakis to give updates on facilities work done this summer including some of the capital projects. Mr. Alepakis gave an overview school by school of repairs and work that were completed over the summer.

Bates: repaired a lot of rusty parts on the kindergarten playground, working on lighting issues throughout the school and doing work on the gym specifically with the gym floor.

Bentley: installed shades throughout the whole school, every classroom had a new white board installed, replaced two exterior doors with one more to replace the week following this meeting. Dr. Zrike adds the upgrades to the air conditioning system, noting BAIS is the only school without air conditioning, and the charter school previously bought units needing

replacing and repair - and about a dozen were repaired this summer with an additional ten being installed. Every classroom now has a working air conditioner. Roof top unit that feeds the main office has been replaced and is brand new.

Carlton: summer cleaning, will replace the fire pump in December 2021. Dr. Zrike shares a letter from the fire department that shares the urgency around replacing this unit.

Mr. Fleming asks if Carlton is where the leak in the kitchen occurred and if it's been fixed. Mr. Alepakis confirms it was Carlton and that the leak recently came back, and will be monitored. Detail regarding the leak's source being a pipe is provided by Mr. Alepakis.

Collins: Holes were patched throughout the building, transferred the weight room into a crossfit studio, in the process of the construction project for the Collins Main Office move.

Horace Mann: Repaired the flag pole that was down for a couple years, rooftop unit will be repaired in the coming weeks which controls the temperature in science rooms and offices that are currently not usable. Next month, cafeteria lighting will be upgraded to LED lighting.

Saltonstall: Professional basketball hoop installed in the back, a new gate will be installed at the front entrance of Salts in the upcoming week for safety of children at recess. Ms. Manning asks why Saltonstall is the only school to receive a professional basketball hoop, Mr. Alepakis shares that Saltonstall doesn't have a basketball court on property and confirms it's a stand alone hoop versus the other elementary schools with basketball courts. Did some repair work to a flagpole in the back of Salts, and made the playground compliant with ADA installing rubber mats throughout.

SHS: All three floors of academic wings, scrubbed and waxed, working on the rest of the schools during weekends and breaks. Currently working on the CTE wing, Salerno, and preparing the Black Cat Cafe for it's opening in October. All three handicapped chair lifts have been repaired and are in working order. Mr. Cruz asks Mr. Alepakis if the work on the Black Cat is from the Skills Grant and the exact timeline of the completion of that work. Mr. Alepakis shares he believes the date is October 21st and will get back to him on that. Mr. Cruz asks Dr. Zrike if this is the follow-up to the tours done on the CTE programs, specifically the medical assisting program and the others - wondering if when the projects are completed, if the committee could go in to take a look to see the progress. Ms. Manning asks about the bathrooms at the high school, specifically noting the kids being interested in the upgrades; she asks if anything had been done this summer aside from cleaning. Mr. Alepakis shares new soap dispensers and paper towels were installed. Ms. Manning shares that it seemed there were bigger issues with the restrooms aside from new dispensers. Mr. Alepakis, shares that all sinks and mirrors have been repaired and remounted. Ms. Manning suggests after a year of work being done to the bathrooms at SHS, it doesn't seem the upgrades the students were interested in have been made. Mr. Alepakis shares there are funds for the SHS bathroom upgrades available and he's been working with the SHS principal to discuss the funds and work to be done. Dr. Zrike shares that he believes there are worse stalls in other schools than that of SHS, although happy to walk

through with the students to see the concerns they have. He raises his issue to be there is a bank of bathrooms closed on the far end of the building because they are not usable and they've been like that for a long time. Ms. Manning notes listening to the student voice who brought bathroom concern forward and the issue is not having the work done because other schools require attention for worse situations. She notes the district isn't following through on listening to the concerns of the students.

Mr. Cruz shares the concerns raised by students including:

- the bathrooms being used as a hang out space
- a solution to install dividers in the men's bathrooms to provide more dignity in the space
- cleaning that needed to be done, which has been happening
- noting that the women's bathrooms are much smaller

Ms. Manning shares that she believes the work needs to be done whether the students who raised the concern have moved on (graduated), and to revisit the conversation of follow-up for the work to be done. Mr. Fleming reviews the progress that has been made and suggests that progress be shared with the student groups with the understanding that there's more progress to come. Dr. Zrike requests an overview of what the original commitment was to be sure the district meets the expectations of those commitments. Mr. Cruz shares an overview of the commitment that was made prior to Dr. Zrike taking on his role.

WHES: summer was spent mostly cleaning, with every classroom being moved leaving little time for extra projects.

SPHS & NLIS: shampooed the rugs throughout the facility.

All district schools: mulch added to all playgrounds, all school parking lots have been repainted, all fire alarms and sprinklers have been inspected for proper working condition. Ms. Manning asks about the chipping road at the top of the hill at CMS, Mr. Alepakis takes note of the concern to visit with the city.

Mr. Fleming asks about the accessibility to the WHES playground. Mr. Alepakis shares the hill going up to WHES is not ADA accessible so there's bigger problems there than just mulch. He shares Ryan [Monks] had someone out last year talking about swapping the playground and basketball court but notes that's a big project. Mr. Fleming asks if WHES is the next playground to be worked on. Ms. DeLai shares that will be discussed in her update noting they solicited a vendor or consultant to do a comprehensive review of all playgrounds including ADA compliance to help the district prioritize which ones should be addressed first along with providing cost estimates for the work.

Mr. Fleming notes the notification to teachers and families and suggests notifying folks that testified along the matter who were angry regarding the playgrounds. Ms. Manning expresses the concern to have the playgrounds surveyed when three years prior the city was doing an

exact survey with no results to show. Ms. DeLai shares that she is not under the impression that was done, and the plan is for the district and city to survey the playgrounds this year.

Mr. Cruz raises concern for a misinformation gap and believes that perhaps a conversation could be proposed with Mr. Monks surrounding these issues. Recollection of the previous conversations is had, noting that we now stand years later to conduct a study with pressing issues surrounding the playground studies. Mr. Cruz reminds the group that the subcommittee has already raised the concern for the outdoor area of WHES and insists that this be prioritized as agreed upon by the committee previously. Ms. DeLai suggests she needs to reach out to the city to determine what work has been discussed and done regarding the topic. Dr. Zrike shares that not every playground is ADA accessible except for BAIS. He notes being approached by folks regarding the concern for Saltonstall and WHES. He recognizes that the work at Saltonstall was cheaper, and that the location is more central and used by a larger population. WHES needs attention (along with Bates and HMLS) and Dr. Zrike notes it's an enormous job to tackle and more insight to better understand the options was needed, unaware of previous conversations or work discussed with the district and city.

Mr. Alepakis, shares funding being distributed among the schools for custodial equipment to increase the efficiency of cleaning throughout the district. Ms. DeLai shares an overview on the grant funding and budget funding used for custodial needs and equipment.

Mr. Alepakis finishes his report noting the two-way security systems installed at every school for easy communication between visitors and school secretaries. He notes every employee receiving an entry card for building access. He reviews the process of the CMS main office project. If everything goes accordingly, the first week of October will be a construction breaking week. Ms. DeLai shares context that the plans were shared with an architectural consultant in Fall 2019 and Mr. Monks, as she understands thought the work was being completed as planned, come to find out the owner of the consultant program passed away; and needed to then reevaluate the work and approach. Over the spring of 2021 there were role changes in the district and the project is now back on track to get started.

Mr. Fleming asked for an update on the JROTC program that was discussed in the Policy Subcommittee Meeting. Dr. Zrike explained that Principal Burns is working on finding a location for the marksmanship program away from any public spaces. They have not resumed marksmanship yet this year. Dr. Zrike added that there is currently no policy excluding it from the grounds.

Dr. Zrike notes the WHES floor, and Ms. DeLai shares the funding came through in June and the first process was getting an architect consultant for the project. Mr. Alepakis shares that the architect will be able to prepare the specs to ensure the work is properly done. They are hoping to have a contract awarded by the end of October/beginning of November. The timeline noted is to ensure high traffic areas are completed first with the remaining school floors being done in Summer 2022.

Ms. Manning notes Carlton and HMLS host summer school and didn't get as much attention as other schools, but this happen every year. Mr. Alepakis shares that this summer had altered plans which limited the time in each school which won't occur this way yearly. Ms. DeLai suggests rotating the schools that will host summer school each year to ensure each building gets the attention needed each summer.

Dr. Zrike notes a systematic issue regarding funding approval and preparing for summer work. Ms. DeLai notes reaching out to the city to have trade contracts for various needs that could arise within the district. Having predetermined contractors could expedite repairs and work needed. Ms. DeLai shares the possibility of having district folks certified to complete the work versus working through the city side to quicken the process on some repairs and work needed across the district.

Ms. DeLai shares solar panels being installed on the Salts roof and after repairs on the CMS roof. BAIS, WHES, and Carlton have them installed already. She also notes having an energy efficiency audit completed which is a joint school and city project.

Ms. DeLai continues her presentation with the Facilities Master Plan. She notes the education facility master plan is a multi-phase plan and they have almost completed the first three of six phases including data collection, reviewing assessments of the conditions of all facilities, and they are due to provide a report of their findings by the end of October. The next several phases are about the planning process, helping to set the direction of the master planning. She notes an internal committee to meet and for planning purposes and raises the need for as many and diverse stakeholders as possible to be voices for students and families to provide input. The goal is to have the Facility Master Plan done by Summer 2022.

Brief discussion occurs regarding the expansion of the district, and the new path of the district needs, with a suggestion to revisit this at a future meeting.

Mr. Cruz made a motion to adjourn the meeting at 6:52 pm. Ms. Manning seconded. A roll call vote was made.

Ms. Manning Yes

Mr. Cruz Yes

Mr. Fleming Yes

Motion carries 3-0

Respectfully submitted by,

Jensen Frost

Executive Assistant to the Deputy Superintendent