

**Salem School Committee  
Committee of the Whole Meeting Minutes  
Tuesday - January 18, 2022**

A Committee of the Whole (COW) meeting of the Salem School Committee was held on Tuesday, January 18, 2022 at 5:00 pm using the Zoom platform.

**Members Present:** Mayor Kimberley Driscoll, Ms. Mary Manning, Ms. Amanda Campbell, Dr. Kristin Pangallo, Mr. Manny Cruz, Mr. Fleming and Ms. Ana Nuncio

**Members Absent:** None

**Others in Attendance:** Dr. Stephen Zrike

**Call of Meeting to Order**

Mayor Driscoll calls the meeting to order at 5:06pm. She notes there is only one topic for the evening and hands the meeting to Dr. Zrike to begin.

**Update on progress to date on facilities master plan project**

Dr. Zrike passes the presentation to Ms. DeLai who introduces Mr. Paul Mills, the project manager on the school facility master plan with Canon Design - the company locked in for the analysis and progress options for evaluation and making choices in the future.

Mr. Mills begins his presentation with a brief introduction noting his project planning background is primarily with K-12 grades and in the suburban areas. He shares the results of asking Dr. Zrike and team what the master plan results would look like, categorized by facility, program, portfolio, and policy.

He notes the timeline of the plan and the plan itself which begins with the principles, onto data collection and review, and adding voice and design notes the intent of the projects and design which all three combined results in the plan. He shares the schedule for community forums. The first one to review values and decision criterias and the second to discuss school options.

Mr. Mills mentions the presentation is available on their website. Mr. Cruz asks for clarity on the survey timeline and how long it would be available to the public. Mr. Mills confirms the first survey will be open until the end of the month to reach as many folks as possible. He transitions to explain the DPC (District Planning Committee) and the SAC (Stakeholder Advisory Committee), he notes the parents, students, and staff included as voices for this project.

He segways the presentation to the data beginning with the population of SPS. He notes patterns that he's seen surrounding high school enrollment and the typical factors for the increase and/or decline based on population and past experiences with this work. He moves into data based on ethnicity among the student population. He notes the capacity per school and how to read the utilization of capacity. The gray wedges are what percentage of the school is full versus the blue which notes what remains to build capacity to the full level.

Mr. Mills notes the facility needs by school and the overview and status of each of those components. (Ex: HVAC, Site, Plumbing, Electrical, etc.) The data graph shows what's needed for work and the cost for minor updates and repairs, versus full replacement. This slide is followed by an energy consumption graph by school.

He notes that the team is still working on more graphics and data results. He pulls up the maps of the elementary school locations versus where the students live and how the students cross paths all over Salem in an effort to get them to and from school. He notes there are roughly 4,000 students and notes the mileage to get to and from the school they attend. He mentions the result of this turns into 2.3 million student-miles traveled in a year.

Mr. Mills notes the sea rise and being resilient and cognizant of what that looks like in terms of the school locations and how the rise could affect the schools. He notes the hurricane risk and data that suggests climate change and sea level change could result in displacement of students in the community.

Mr. Mills recaps his presentation and Mayor Driscoll thanks him for the thoughtful work of his team and his thorough presentation to showcase the data as the district begins to make decisions to improve the facilities and the future plans down the lines. Mayor Driscoll notes the need to push the forums and discussions out to the public to ensure we have voice and discussion as the facilities master plan is discussed and reviewed.

Ms. Cornell asks about the strategy of collecting data surrounding the transportation portion of his presentation and how granular the data shows. He notes the different avenues of collecting data. He notes how the team looks at how and what it might look like to transition some of the systems used to make a more streamline process while keeping equity at the core when putting forward an option to the committee.

Dr. Pangallo asks in regard to the different facilities, and if system and facility updates made during the age of COVID were taken into consideration when computing that data. Mr. Mills notes that the work done during that time, was taken into consideration alongside Ms. DeLai and Mr. Alepakis. Dr. Pangallo also notes the sea level rise and asks if probabilities versus low, intermediate, and high could be included as a data presentation. Mr. Mills notes this was the data provided by a coastal watch group but could circle back with the probability if that's information that could be gathered by the group.

Ms. Manning mentions the transportation numbers and notes the 4,000 students in transportation but in the beginning of the presentation it was noted the student population was about 3,500. She asks for clarity of that. Mr. Mills notes that the team rounded up on the transportation slide to help tell the story of the significance of the issue at hand. He notes and mentions re-racking the number to be precise. Ms. Manning asks for reassurance that all the other numbers are accurate and that this is a situation where the numbers don't align. She also asks about the chart of the forums and what the conversations of each forum will be. Mr. Mills notes the conversations had with the SAC and how the responses to open-ended conversations led to the design of each forum. Forum one will invite the community to voice their opinions of their values of the district and school system. Forum two will discuss school specific concerns and/or opinions and values.

Mr. Cruz notes the B&G subcommittee discussing accessibility and wonders if there is future consideration of accessibility and park spaces with integrating these concerns within the dashboard and the work of Cannon Design. Mr. Mills notes the city investing accessibility and it is included within their scope of work to incorporate. He shares he's looking specifically at schools versus regard to parks. Ms. DeLai notes a specific playground assessment occurring with a different company. Mr. Cruz notes that the two separate studies will be important in noting the work. Mr. Cruz also noted interiors at the high school were rated to fair and poor and wonders if this is a result of the Phase 1 versus Phase 2 plan. Mr. Mills notes having the need to invest in repairs and updates if that building is planned to be in it for the long haul by preserving the assets without being a draw on operating budgets.

Ms. Cornell asks if there's been consideration and attempts being made for families who have already opted out as there was mention for those to stay. Mr. Mills notes the forum availability to any community member who wants to attend so based on the city and school sending the information to those within the community is the big push to get the attendance and the voices noted. Ms. Cornell asks Dr. Zrike if there is a process for reaching the families who are not English-speaking or those who don't have access. Dr. Zrike notes the ELPAC meeting last week included a discussion surrounding these forums and also mentions connecting with Laura (Assade) on the issue. Dr. Zrike notes the SC Retreat and a topic being how we attract and hold onto enrollment within SPS.

Mayor Driscoll concludes the meeting noting the great work completed and presented to the committee this evening. She mentions components that are useful in making important decisions moving forward and proceeds to adjournment.

### **Adjournment**

Mayor Driscoll entertains a motion to adjourn. Ms. Manning makes a motion to adjourn. Mr. Cruz seconded. A roll call vote was taken.

Ms. Campbell	Yes
Ms. Cornell	Yes
Mr. Cruz	Yes
Mr. Fleming	Yes
Ms. Manning	Yes
Dr. Pangallo	Yes
Mayor Driscoll	Yes
Motion carries 7-0	

The meeting ends at 6:20 p.m.

Respectfully submitted by,

*Jensen Frost*

Executive Assistant to the Deputy Superintendent