

Salem Board of Education
Salem Board of Education
Long-Range Educational Planning Subcommittee Meeting
Special Meeting
Monday, April 1, 2024
Media Center
5:00 PM

Present: Tiffany Cunningham (Chair), Erik Trotter

Administration: Kim Gadaree, Business Manager and Chris Lund, Director of Facilities

1. Call to order at 5:07 pm by Tiffany Cunningham.
2. Approval of the meeting Minutes for November 27, 2023. ET/TC Unanimous
3. The Energy Project Update: Chris Lund reviewed the Energy project including an explanation of the variable frequency drives on the heating system circulation pumps. There will be a final verification inspection, but the project is essentially complete.
4. Salem School Roof Update: Chris Lund reviewed the roofing project. There are issues concerning the roof installation in the region of the skylights which JAH and the contractor are aware of and will be responsible for fixing. The final phase is the upcoming installation of the new HVAC equipment will happen during the upcoming summer when school is not in session.
5. Capital Plan Update: Chris Lund updated the subcommittee on the Capital Plan, specifically noting that the district presented the Capital Plan to the Board of Finance (BOF). Any modifications that the BOF might make are still undetermined, and the BOF will approve the Capital Plan (with or without modifications) at a future BOF meeting. The subcommittee discussed the importance of prioritizing discussion of the 2025-26 Capital Plan line items in detail and the 10-year Capital Plan line items in general at upcoming LREP meetings.
6. Orientation to LREP (new member): Tiffany Cunningham reviewed the Standing Subcommittees section of the By Laws of the Board with new LREP member Erik Trotter. There was discussion of the recent focus of LREP over the past few years including the development of the current mission statement, the development of the strategic plan, and the yearly work on the Capital Plan. The Purpose of Subcommittee subsection of the by-laws was discussed in detail with attention to the short-and-long term maintenance.
7. Other: None.
8. Next Regular Meeting Date: May 6, 2024 at 5:00 pm
9. Adjourn at 6:20 pm. ET/TC Unanimous