

**Capital Improvements Subcommittee Minutes**  
**Friday, May 13, 2016**  
**8:00 AM – 10:35 AM**  
**4<sup>th</sup> Floor Conference Room, Town Hall**

Capital Improvements Subcommittee Members present: David Pollak (Chairman), Helen Charlupski (by phone), Barbara Scotto, and Rebecca Stone.

Other School Committee Members present: Susan Wolf Ditkoff.

School Staff present: Joe Connelly, Mary Ellen Dunn, Matt Gillis, and Robin Coyne.

Others Present: Fred Levitan (Advisory Committee) and Philip Gray (Jonathan Levi Architects)

The meeting was called to order at 8:00 AM.

Mr. Pollak announced that Ms. Charlupski will be participating remotely, by phone, because he has determined that geographic distance makes Ms. Charlupski's physical attendance unreasonably difficult.

**1) Approve Minutes of the April 8, 2016 Capital Improvements Subcommittee Meeting**

On a motion of Ms. Stone and seconded by Ms. Scotto, the Capital Improvements Subcommittee voted, by roll call, 3 in favor, 0 opposed, and 1 abstention, (Ms. Charlupski abstained because she was not at the April 8, 2016 meeting), to approve the minutes of the April 8, 2016 Capital Improvements Subcommittee meeting.

**2) 9<sup>th</sup> school Project Update**

The Committee of 7 selected Jonathan Levi Architects. Building is negotiating the contract. The architects will attend the weekly 9<sup>th</sup> School Working Group meetings. The architects need the 9<sup>th</sup> school education plan as quickly as possible (start with Devotion Education Plan and get input from the new Deputy Superintendent for Teaching and Learning). Discussed the agenda for the May 18, 2016 9<sup>th</sup> School Community meeting (enrollment projections, timeline, reminder of why we are looking at the three sites, update on what has happened since the last Joint meeting, introduction of architects, site study process and approach, public comments and questions). We believe we need approximately 30 classrooms and there is need in both North and South Brookline. The enrollment projections will be fine-tuned over the summer. The architects will bring a questionnaire and post it on line. Discussed potential areas of concern for the three sites (overuse of facilities, traffic, safety, congestion, parking, walkability). Architects will prepare a list of the consultants that will study the various issues at the three sites. Complete traffic studies while school is in session. Designer selection can take three months, so should be prepared to issue Request for Proposals as quickly as possible once a site is selected. Discussed whether the School Committee should consider/vote on the possibility of a concept school (we need a clear education plan and lots of public engagement once the studies are completed). Make sure the architects are aware of any restrictions on town property.

**3) Brookline High School Expansion Project Update**

Discussed the format of the June 13, 2016 Brookline High School Expansion Community Meeting (where we are and how we got here, the role and composition of the Working Group and SMMA, slide with map showing distances, core values and guiding principles, options). Discussed pedagogical/capital options and the need to maintain our core values and ensure equity. Note going forward there are a limited number of ways we can add space. Discuss how we might reorganize delivery and internal organization of the high school and what that could mean for our education programs and institutional culture. That's the critical mapping and it is not site specific. The SMMA study and public process and the Working Group have brought us

to this point, but it is important to present the options to the wider school and Brookline community and ask for feedback. Present to the School Committee on June 1, 2016?

#### **4) 111 Cypress Advisory Committee Update**

The Board of Selectmen established a Committee to analyze the potential acquisition of 107-111 Cypress Street, make recommendations to the Board of Selectmen, and if deemed appropriate, prepare a proposal package for Town Meeting consideration. The Chairman of the Board of Selectmen asked Mr. Pollak to serve on the Committee. The Advisory Committee will be considering a \$50,000 Reserve Fund Transfer request. The Committee will consider a number of choices. It needs to be communicated that using the site for a high school would not be a low impact use. We will need the Education Plan for the high school.

#### **5) Proposed Project Building Committee Composition for Non-Massachusetts School Building Authority (MSBA) Projects**

Dr. Connelly will discuss the proposed composition at the May 19, 2016 School Committee meeting.

#### **6) School Capital Projects Update**

Mr. Gillis provided updates on classroom capacity alterations (could have six additional classrooms at the High School by the start of the year; looking at repurposing space at several elementary schools; keep in mind the impact of taking some Hancock Village units off line and Devotion construction on next year's kindergarten projection), furniture orders for next year (\$80,000 for replacement furniture and for growth), and 30 Webster Street update (40-50 HVAC units are being installed; painting completed; move will start on June 28, 2016 and be completed no later than July 6, 2016; have budgeted \$7.1 million out of \$8 million allocated for relocation costs and so have been able to shift funds to transportation and crossing guards; provide update and photos at the June 8, 2016 Devotion Project Community Meeting).

#### **7) FY 2018 CIP Planning and Process**

Ms. Dunn has developed a capital planning schedule. She will email the schedule to Subcommittee members and present it at the next meeting.

#### **8) New and Old Business**

A resident expressed concern about the use of wifi at the Devotion School. PSB staff will develop a response in consultation with Dr. Balsam.

Francesca Stark submitted a request to name the Driscoll School Library after retiring Librarian Amy Neale. The Public Schools of Brookline Naming Policy is as follows:

*The School Committee may desire to dedicate a space or to place a plaque in a school building to recognize:*

- 1. a national (public) figure who represents a core value of the system;*
- 2. an individual who has demonstrated lengthy and/or exemplary service to the students of Brookline, provided the named honoree has not served in the PSB for a minimum of two years prior to his/her nomination to be honored with the naming of a space.*
- 3. an individual or group that has donated significant funds in order to recognize, memorialize, or honor that individual or group;*
- 4. a person or person(s) who have made exceptional grants or gifts to the Public Schools of Brookline.*

*Recommendations/requests for such recognition may come from the BSC or from members of the public or school community.*

*a. For recommendations from a member, members, or group of a specific school community, the principal/headmaster of the school shall first seek the approval of the Superintendent, who will present recommendations for such recognition to the School Committee. Proposals for such recognition should include, but are not limited to the following information:*

- *how/whether the purpose of the recognition reflects the core values of the system;*
- *how/whether the recognition is in appropriate proportion to past awards and recognitions; and*
- *how/whether the proposed recognition is proportionate to the honoree's contribution to the PSB.*

*In order to avoid confusion of such recognitions with advertising or other commercial purpose, the School Committee will not ordinarily consider naming or dedication of public school real property to a corporation or corporate entity.*

*Selection and placement of any long-lasting object (e.g. a plaque, tree, bench, or monument) is subject to BSC Policy, Section D7(iii): Grants and Gifts from Private Sources, and may be subject to local by-laws and/or approval by relevant Town boards, agencies, and staff.*

*The Superintendent shall develop and maintain guidelines for school leaders to facilitate compliance with this policy.*

The Subcommittee discussed the request. Members expressed their deep appreciation for Ms. Neale's contributions to our school community and students, but felt that the School Committee should abide by its Naming Policy and not consider such a request until after the two-year waiting period.

On a motion of Ms. Stone and seconded by Ms. Charlupski, the Capital Improvements Subcommittee voted, by roll call, 3 in favor, 0 opposed, and 1 abstention (Ms. Scotto), to adhere to the School Committee's Policy on Naming Spaces, which has a waiting period of at least two years before a person can be nominated to be honored with the naming of a space.

Ms. Charlupski requested that the June Capital Subcommittee meeting be changed to Friday, June 17, 2016 (from Friday, June 10, 2016). Mr. Pollak will see if this is feasible.

### **9) Proposed Executive Session**

By unanimous roll call vote at 10:30 AM, the Subcommittee entered into Executive Session to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements, specifically, to review executive session minutes pursuant to G.L. c. 30A, ss. 22(a) and 22(f). Mr. Pollak noted that the Subcommittee will reconvene in open session at the end of the executive session. By unanimous roll call vote at 10:35 AM, the School Committee reconvened in public session.

The meeting adjourned at 10:35 AM.