

RECORD OF THE REGULAR MEETING OF THE BROOKLINE SCHOOL COMMITTEE HELD ON **THURSDAY, JANUARY 30, 2020** AT 6:00 PM IN THE WALSH SCHOOL COMMITTEE ROOM, 5TH FLOOR, TOWN HALL. STATUTORY NOTICE OF THIS MEETING WAS FILED WITH THE TOWN CLERK.

School Committee Members Present: Ms. Schreiner-Oldham (Chair), Ms. Federspiel (Vice Chair), Dr. Abramowitz, Ms. Charlupski, Ms. Ditekoff, Mr. Glover, Ms. Monopoli, Mr. Pearlman, and Ms. Scotto. Also present: Mr. Lummis, Ms. Normen, Dr. Gittens, Ms. Ngo-Miller, Mr. Cannon, and Ms. Coyne.

Ms. Schreiner-Oldham called the meeting to order at 6:00 PM.

1. ADMINISTRATIVE BUSINESS

a. Calendar

Ms. Schreiner-Oldham noted upcoming events on the calendar.

b. Consent Agenda

ACTION 20-9

On a motion of Ms. Schreiner-Oldham and seconded by Dr. Abramowitz, the School Committee VOTED UNANIMOUSLY to approve the items included in the Consent Agenda.

- i. Past Record: January 9, 2020 School Committee Meeting
- ii. Student Trip Application: Brookline High School Boys JV Hockey Team to Hartford, Connecticut; February 14, 2020-February 15, 2020 (Attachment A)
- iii. Student Trip Application: Brookline High School Rowing Team to Austin, Texas; February 15, 2020-February 22, 2020 (Attachment B)

2. STUDENT RECOGNITIONS

a. Introduction of 2019 Recipients of the Massachusetts Association of School Superintendents (MASS) Certificates of Academic Excellence

Mr. Lummis and School Committee members welcomed and congratulated Brookline High School (BHS) students Gideon Lieberman and Janelyn Rodriguez Ortiz, the 2019 recipients of the Massachusetts Association of School Superintendents (MASS) Certificates of Academic Excellence, and their family members and friends. BHS Associate Dean of Students Melanee Alexander introduced Mr. Lieberman and BHS Social Worker Paul Epstein and ACE Program Coordinator Amy Bayer introduced Ms. Rodriguez Ortiz. These students have demonstrated academic excellence, hard work, and perseverance. This is a well-deserved honor and we are excited to see what the future holds for these two remarkable students.

3. PUBLIC COMMENT

No public comment was provided.

4. Interim Superintendent's Report

Mr. Lummis provided the following report:

Coronavirus and China Exchange Travel

On Tuesday, January 28, I shared the attached correspondence with all of our families and staff outlining some of the steps we are taking to respond to the coronavirus. My letter included the town's Health Advisory (also attached). The immediate public health risk from the coronavirus in the United States remains low. Our school nurses continue to carefully monitor student symptoms, and we stand ready to make adjustments to any of our practices if advised to do so by the CDC or the Brookline Health Department. The coronavirus outbreak had a direct effect on the eight Brookline High School students who were scheduled to depart for Xi'an, China on February 6 as part of the China Exchange program. In light of the recommendation from the US Centers for Disease Control - they issued a Level 3 Travel Health Notice: avoid all nonessential travel to China - we made the decision to indefinitely postpone the departure of our students. For the students and their families this is disappointing, though not unexpected, news. The health and safety of our students, and their chaperone, Ms. Shen, was foremost in our minds as we made this decision. Next steps include a meeting with the students this week and a meeting with students and their families early next week to discuss contingency plans. This is a rapidly evolving situation, with new information available every day, so our next steps will require careful consideration. I would like to thank Anthony Meyer and Steve Lantos at the high school for all of their work keeping CHEX students and families informed, as well as keeping in regular contact with our partners in Xi'an. I also want to acknowledge all of the incredible work being done by our entire school nursing staff under the leadership of Tricia Laham, RN, Coordinator of School Health Services. We are grateful every day for the work of our school nurses and it is at times like these, in particular, when we become aware of their day-in and day-out contributions to the health and safety of all of our students.

DESE Film Production to Feature Brookline's ELPAC

Brookline was one of three districts selected in the Commonwealth to be featured in a training video being produced by the Massachusetts Department of Elementary and Secondary Education and the Center for Applied Linguistics in Washington, D.C. The production was organized by Brookline's Office of English Language Education and featured parents, staff, and a School Committee member. The videos will be used to support districts and families across the state with the establishment of their English Learner Parent Advisory Councils (ELPACs). Yesterday, members of Brookline's ELPAC, staff from the Office of English Language Education, and the ELPAC School Committee Liaison, Helen Charlupski, participated in private interviews to share their experiences working with our ELPAC. Later in the evening, the production crew taped a full room of parents attending an actual ELPAC meeting. The final training videos will be available this spring. It should come as no surprise to you that Brookline was chosen to be part of this production. Our ELE staff, including Mindy Paulo (Coordinator), Caitlin O'Neil (Enrollment and Assessment Specialist), Vicky Ching (Administrative Assistant), and all of our ELE educators, work tirelessly to serve Brookline English

Learner student population. Their dedication reflects the district's commitment to our EL families. Our EL staff always remain acutely aware of the special challenges that our EL families face and they work every day to ensure that our EL students are properly supported so that they can thrive in our schools.

BHS Transition Events for 8th Grade Students and Families

Earlier this month, the High School announced their annual series of transition events for the Class of 2024. These informative and helpful events are designed to get 8th grade students and their families ready for life at Brookline High School. I have attached the letter - from Head of School Anthony Meyer and BHS @ OLS Dean Jenee Uttaro - with the details and full schedule of events. Our unique K-8 school configuration means that our 8th graders have spent many years in one school community, so the transition to BHS represents a major milestone for students and families alike. These events serve as a bridge to help everyone through this process.

METCO Field Trip: Historically Black Colleges and Universities Festival

On Saturday, January 25, the METCO program organized a field trip to Washington, D.C. for 20 students to attend the 18th Annual Historically Black Colleges and Universities Festival. This event is the largest HBCU recruitment event in the nation, hosting over 15,000 students and parents with representation from over 70 HBCUs. This whirlwind trip - down to DC on a flight at the crack of dawn and back the same evening - was organized as part of METCO's commitment to supporting our Scholars in their college selection process.

New Director for Brookline Adult and Community Education

I am pleased to announce that we have hired a new Director for the Brookline Adult and Community Education (BACE) program. Michelle McGlone started with us last week and is already hard at work getting up-to-speed. She most recently worked with the New England Patriots where she oversaw the popular education programs of the Patriots Hall of Fame that hosted more than 20,000 visitors annually. She received her M.Ed. in Curriculum and Instruction from North Carolina State University, and in Organizational Management from Endicott College. As she worked her way through her Master's program, Michelle worked with MBA students in Career Services for the Fuqua School of Business at Duke University. She has ten years of experience as an educator and seven years of experience as an instructional leader. Her track record of positive and productive interactions with community leaders, educators, students and families will put her in good stead as she begins her important work with BACE.

Steps to Success Celebration to Honor Judy Katz

This morning I had the pleasure of attending a celebration in honor of Judy Katz as she steps down as Board Chair of Steps to Success after five years. As STS Executive Director Shoma Haque said, Judy is one of Steps' dearest friends and fiercest advocates and has given years of selfless dedication to this organization that's so close to her heart. Judy will continue to serve on the Board. We are grateful to have a partner like Steps to

Success to support some of our most vulnerable students, and we join Steps in congratulating and thanking Judy for her service.

5. PRESENTATIONS AND DISCUSSIONS OF CURRENT ISSUES

a. Presentation of Interim Superintendent's Recommended FY 2021 Budget

Mr. Lummis presented the Interim Superintendent's Recommended FY 2021 Budget (Attachment C). Mr. Lummis noted the following: Last fall, as we began to develop the FY 2021 school district budget, we anticipated a deficit of between \$2 and \$3.5 million. We immediately set to work reviewing revenues and costs, searching for ways to shrink the projected deficit while maintaining Brookline's commitment to educational excellence and meeting the needs of our diverse learners. As the months have progressed, both the funding that will be available to the schools and our anticipated costs have come into clearer focus. Still, we were faced with closing a \$2.8 million gap between anticipated spending and the funding we have for our schools. As a result of the hard work of many people, and making a few difficult choices, the projected deficit has been reduced to approximately \$250,000. We have been able to lower the projected deficit by: making cuts in planned staff growth that are no longer essential because enrollment growth looks to be leveling off; having lower than expected mandatory special education and transportation costs; and continuing supplies and materials cuts from prior years. The collaborative and deliberative process we used to address the projected deficit allowed us to prioritize what is important to our students, families and staff: maintaining the well-rounded learning experience for all our students, including programs, services and support, and preserving the integrity of the instructional environment for our teachers, educators and schools. Because of this thoughtful budget creation process, we will not need to make across the board cuts. As the budget process continues, I will work closely with principals, curriculum coordinators, and program directors to identify the limited and targeted adjustments needed to balance next year's budget. Going forward, this means we will need to live within our means, including foregoing the addition of planned new positions. I am confident in our ability to do so. We will also look closely at spending - staffing, programs and services - based on the unique needs in each school as part of an annual assessment of what is needed in the coming year.

School Committee Comments

- Consider scheduling issues and whether teacher travel among schools can be reduced.
- Consider impact of supply reductions on staff, students, and families.
- Assess the impact of unfunded mandates on the district and share that information with state officials.
- Requested additional information on the process to consider the potential impact of possible targeted adjustments.
- Requested a breakdown of services.
- Suggested adding reconfiguration of K-8 literacy support to the list of possible items for consideration.

- Requested clarification of the possible reduction in the Office of Educational Equity Budget (Senior Director believes supplies can be reduced).
- Encouraged the administration to implement any efficiencies that won't impact teaching and learning; solicit input from the schools; consider whether there are areas that should be expanded, e.g., the English Learner Program, social emotional learning, or RISE.
- Requested clarification of statement that "any staff cuts will happen primarily through attrition, retirements and relocation." (The administration will assess impact on service delivery before recommending that a position be eliminated even if the position is vacant).
- Noted that enrollment is still growing at certain grade levels.
- Requested a breakdown of professional development costs.

The February 6, 2020 School Committee will include an update and public hearing on the proposed FY 2021 Budget.

b. Update on Brookline High School Expansion Project

Ms. Ditkoff provided an update on the Brookline High School (BHS) Expansion Project. Director of Operations Matt Gillis has been working with BHS Assistant Head of School Hal Mason and Transportation Coordinator Todd Kirrane to identify teacher parking spots within walking distance, and to identify possible sources of funding for bike lanes and plantings. Some residents have expressed concerns regarding parking in the neighborhood. Ms. Ditkoff provided an update on the two burst pipes. Mitigation will be covered through insurance and will not impact project cost. Once all of the bids have been submitted, the BHS Building Advisory Committee will assess the full budgetary impact of escalating construction costs in the region (approximately 8 to 10 percent). Ms. Ditkoff plans to present a further update after the break.

c. Update on Driscoll School Building Project and Consideration of Potential Changes to the Project Budget, including Possible Elimination of Structured Parking in favor of Expanded On-street Permits and/or Surface Parking

Ms. Ditkoff and JLA Architect Philip Gray provided an update on the Driscoll School Building Project and potential changes to the Project Budget, including possible elimination of structured parking in favor of expanded on-street permits and/or surface parking (Attachment D). Ms. Ditkoff provided an overview of the meetings to date and the ways in which staff/community input has been provided and incorporated into the plan. She noted the establishment of the Driscoll School Building Advisory Committee Design Subcommittee and the Design Review Committee for the Driscoll Playground. Ms. Ditkoff and Mr. Gray reviewed the following: the Town Meeting and Town-wide votes; the Driscoll site plan; project comments and responses; parking decisions to date; Driscoll parking plan options; and proposed improvements for walkers, cyclists, and vehicular safety. Ms. Ditkoff and Mr. Gray reviewed pros and cons of parking options.

i. Public Comment

No public comment was provided.

ii. School Committee Discussion and Possible Vote

Members noted that teacher parking on Lancaster and York Terraces could be difficult, particularly during bad weather and for staff carrying supplies to and from school. Members requested additional information on parking along Beacon Street. It was noted that the Transportation Consultant's analysis will be available before the next meeting on February 6, 2020. Members requested additional information on the proposed location of accessible spaces.

The School Committee discussed underground parking vs surface/street parking. Underground Parking - Design team would work with the School Building Committee to evaluate necessary scope and program square footage reductions to reach \$4.4 million savings. Recommendations would be reviewed by the School Committee at a future meeting. Once approved, the design team would evaluate the extended schedule for redesign.

Surface/Street Parking - Design Team and Traffic Engineer would coordinate with School staff, the Transportation Board, and the School Building Committee to create alternatives to be reviewed by the School Committee at a future meeting. No impact on schedule.

The School Committee discussed possible next steps if the School Committee decides to recommend surface/street parking (an analysis to validate the number of spots needed, review the distance between the proposed spaces and the school to see if it is under a half mile, solicit teacher input, and assess the potential impact on green space). The Capital Improvements Subcommittee and the full School Committee will consider options at upcoming meetings.

ACTION 20-10

On a motion of Ms. Ditkoff and seconded by Dr. Abramowitz, the School Committee VOTED UNANIMOUSLY to not pursue underground parking for the Driscoll School Building Project.

6. SUBCOMMITTEE REPORTS

a. Finance

Ms. Ditkoff reported that the next meeting of the Finance Subcommittee will take place on February 6, 2020. The agenda will include updates on the FY 2019 Financial Report and the FY 2020 Budget, discussion of the Brookline Fiscal Advisory Committee (BFAC) Recommendations and the Interim Superintendent's FY 2021 Budget Recommendation, and consideration of a grant. BFAC has requested that school representatives attend the presentation of BFAC recommendations to the Select Board.

b. Capital Improvements

Ms. Charlupski reported that the Massachusetts School Building Authority (MSBA) will be considering the Pierce project in April. The next meeting of the Capital Improvements Subcommittee will take place on February 11, 2020.

c. Curriculum

Ms. Scotto reported that the Curriculum Subcommittee met on January 8, 2020 to discuss Middle School Programming and K-8 Scheduling. The next meeting of the Subcommittee will take place on February 4, 2020. The agenda will include the Enrichment and Challenge Support Program and proposed 2020-2021 Brookline High School Course Catalog Changes. School Committee members requested School Committee and/or Curriculum (and possibly Finance) Subcommittee consideration of the following: elementary school scheduling across the district; elementary school time allocations for Science and Social Studies; and K-5 literacy programming, including time allocations and the process for selecting programs and deciding how funds will be allocated.

d. Government Relations

Ms. Charlupski reported that she attended an EDCO Collaborative Board Meeting earlier today. The meeting included an update on steps EDCO has taken to address financial difficulties.

e. Policy Review

Mr. Glover reported that the next meeting of the Policy Review Subcommittee will take place on February 10, 2020.

f. Superintendent Search Process

Mr. Glover reported that the Superintendent Search Preliminary Screening Committee and Public Advisory Committee met on January 28, 2020 to prepare for candidate selection and interviews. The next meeting of the Committees will take place on February 4, 2020. The Committees will discuss and determine which candidates to invite in for interviews. Twenty-two applications were submitted. Ms. Charlupski will be replacing Ms. Ditkoff on the Committee.

g. Additional Liaisons and Updates

Ms. Monopoli encouraged people to walk or bike to school on February 5, 2020.

7. NEW BUSINESS

There was no new business to discuss.

8. PROPOSED EXECUTIVE SESSION

By unanimous roll call vote at 9:30 PM, the School Committee entered into Executive Session pursuant to Massachusetts General laws chapter 30A section 21(a) for the following purpose: Purpose 3, to discuss strategy with respect to collective bargaining with the Brookline Educators Union, Units A, B, and Paraprofessionals, because the chair

declared that an open meeting may have a detrimental effect on the bargaining or litigating position of the public body. Ms. Schreiner-Oldham announced that the meeting will reconvene in open session at the end of the Executive Session. By unanimous roll call vote at 9:50 PM, the School Committee reconvened in public session.

9. POSSIBLE SCHOOL COMMITTEE ACTIONS

a. Possible Vote to Approve 1-Year Memorandum of Agreement with the Brookline Educators Union Paraprofessionals Unit

Ms. Schreiner-Oldham stated that the School Committee is pleased to have reached an agreement with our paraprofessionals that provides for a \$1.25 per hour increase in their wages. We have tremendous respect for our paraprofessionals and know that they are integral to our schools' efforts to meet the needs of many of our most vulnerable students. The School Committee values the work they do each day with our students. This new agreement puts the wages for paraprofessionals in Brookline among the highest in the state and will improve recruitment and retention of paraprofessionals in the district.

ACTION 20-11

On a motion of Ms. Schreiner-Oldham and seconded by Ms. Ditkoff, the School Committee VOTED UNANIMOUSLY to approve a 1-Year Memorandum of Agreement with the Brookline Educators Union Paraprofessionals Unit, as shown in Attachment E.

10. ADJOURNMENT

Ms. Schreiner-Oldham adjourned the meeting at 9:50 PM.

Respectfully Submitted,

Robin E. Coyne, Executive Assistant
Brookline School Committee

PUBLIC SCHOOLS OF BROOKLINE

APPLICATION FOR ALL OUT-OF-STATE, OVERNIGHT FIELD TRIPS

Before the trip is announced to students, please submit this form to the Superintendent of Schools:
(a) three (3) months in advance if the trip is within the United States, or
(b) six (6) months in advance if the trip is out-of-the country.

For clarity, all forms are to be word-processed, NOT handwritten. To maintain the formatting, delete the lines.

TRIP LOGISTICS:

1. Name of Field Trip: Brookline HS Boys JV Hockey – Hartford Trip
2. Educator Requesting Field Trip Approval: Evan Schwartz, Dylan Zobel
3. School: Brookline HS Grade Level: 9-11
4. Have you reviewed the *School Committee Policy I 3 a. for School Sponsored Field Trips*? yes
5. Have you reviewed the document “*Administrative Procedures for School Sponsored Field Trips*”? yes

*If you need copies of the documents for #4 and #5,
contact the Office of Teaching and Learning at 617-730-2432.*

6. What is your destination? Hartford, CT
7. What is the date and time you are leaving school? Friday, February 14, 2020 at 1pm
8. What is the date and time you are returning to school? Saturday, February 15, 2020 at 1pm
9. Do the dates of the trip conflict with any religious holidays or observances? No
10. How many days will students miss from school? 1 ½ hours
11. How are students being transported (school bus, chartered bus, plane, rail, etc)? Vans

*If students are traveling via bus, please complete the
Requirements for Field Trip Transportation via Bus form.*

12. How many students will be participating in the field trip? 18
13. What members of the student body are eligible for the trip? All members of the BHS Boys JV Hockey team
14. How are students selected to participate in this field trip? By registration and tryouts
15. Where will students be staying? Hilton Downtown Hartford, 315 Trumbull St, Hartford, CT 06103 (860) 728-5151

PUBLIC SCHOOLS OF BROOKLINE

16. What are the names and cell phone numbers of the primary staff chaperones on the trip?

Evan Schwartz (860) 883-0278 and Dylan Zobel (847) 977-6509

17. Other than those listed in #16 above, what are the names and roles (teacher, parent, etc) of other adult chaperones who will be on the trip? Doug Janowski (parent), Bill O'Brien (parent)

EDUCATIONAL RELEVANCE

18. What is the purpose of the trip and how does it relate to Brookline's Learning Expectations (K-8) or BHS Course Syllabi? Team building experience

19. Describe activities planned before the trip to prepare students: Current winter hockey season to date

20. Describe activities planned after the trip for students to wrap-up/reflect: Remainder of winter hockey season

ACCESSIBILITY AND STUDENT SAFETY

21. To what extent does the field trip group reflect the diversity of the school population? What efforts will be undertaken to ensure that, to the greatest extent possible, the participants in this field trip reflect the diversity of the school population? Of the 18 students participating, 15 self-identify as White, 1 as Black or African American and 2 as Mixed Race

22. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc. Four adult chaperones, hotel with common lobby entrance and security, team contracts consistent with MIAA rules, especially those regarding Chemical Health (i.e. possession, consumption of alcohol, drugs, etc.

23. What is the name and location of the medical facility closest to your destination? 80 Seymour St, Hartford, CT 06102

PUBLIC SCHOOLS OF BROOKLINE

24. Will students be swimming? (please note: if swimming is planned, parents must give explicit written permission for their child to swim; students who do not have this express written permission will not be allowed to swim) No Swimming

25. If travelling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of Consular statement.

FUNDING

26. What is the total cost of the trip? Please detail the major components of the trip below and provide a total. (add/edit headings as necessary)

Lodging	1500
Travel	600
Meals	800
Admissions/Tickets	350
TOTAL:	3250

27. How will the field trip be funded? Combination of Friends of Brookline HS Hockey (FOBHSH) and participant family funding

28. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available? FOBHSH funds are available upon request to offset any family need

29. If fundraisers are planned to help lower the cost of the trip for all students, please describe those plans here: FOBHSH has already raised sufficient funds via past and ongoing fundraising efforts

If you need any assistance as you complete this application, please contact the Office of Teaching and Learning at 617-730-2432.

Signatures:

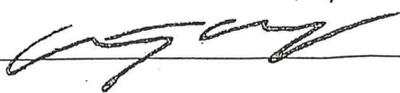
Educator Requesting Field Trip Approval:

 (for Evan Schwartz and Dylan Zobel)

Date:

1/24/20

Principal:



Date:

1/27/20



THE PUBLIC SCHOOLS OF BROOKLINE

OFFICE OF TEACHING AND LEARNING
BROOKLINE, MASSACHUSETTS 02445

PHONE: 617-730-2432
FAX: 617-264-6451

BEN LUMMIS
INTERIM SUPERINTENDENT OF SCHOOLS

NICOLE GITTENS, ED.D.
DEPUTY SUPERINTENDENT FOR
TEACHING AND LEARNING

BHS Rowing Training Trip
Overnight, Out-of-State Field Trip Application

Austin, Texas

February 15, 2020 – February 22, 2020

For review and consideration by the
Brookline School Committee

Approval Route:	Approved	Denied	*Returned
Copies to:			
TEACHING & LEARNING		_____	_____
SUPERINTENDENT	_____	_____	_____
SCHOOL COMMITTEE	_____	_____	_____
MEETING DATE	_____	_____	_____
*REASON RETURNED:	_____	_____	_____

PUBLIC SCHOOLS OF BROOKLINE

APPLICATION FOR ALL OUT-OF-STATE, OVERNIGHT FIELD TRIPS

Before the trip is announced to students, please submit this form to the Superintendent of Schools:
(a) three (3) months in advance if the trip is within the United States, or
(b) six (6) months in advance if the trip is out-of-the country.
For clarity, all forms are to be word-processed, NOT handwritten. To maintain the formatting, delete the lines.

TRIP LOGISTICS:

1. Name of Field Trip: BHS Rowing Training Trip
2. Educator Requesting Field Trip Approval: Andy McLaughlin, Head Rowing Coach and Pete Rittenberg, BHS Athletic Director
3. School: Brookline High School Grade Level: 9-12
4. Have you reviewed the *School Committee Policy I 3 a. for School Sponsored Field Trips*? Yes
5. Have you reviewed the document "*Administrative Procedures for School Sponsored Field Trips*"? Yes

*If you need copies of the documents for #4 and #5,
contact the Office of Teaching and Learning at 617-730-2432.*

6. What is your destination? Austin, Texas
7. What is the date and time you are leaving school? Saturday, February 15, 2020 8:30am
8. What is the date and time you are returning to school? Sunday, February 22, 2020 12:30am
9. Do the dates of the trip conflict with any religious holidays or observances? No
10. How many days will students miss from school? Zero
11. How are students being transported (school bus, chartered bus, plane, rail, etc)? We will be flying JetBlue Airlines to and from Austin, Texas. While in Austin we will travel by coach or parent chaperone driven passenger vans. Any coach or parent who will be driving students will complete the "Transporting Students on a Field Trip" form.

*If students are traveling via bus, please complete the
Requirements for Field Trip Transportation via Bus form.*

12. How many students will be participating in the field trip? 58 students will participate
13. What members of the student body are eligible for the trip? All members of the varsity and junior varsity candidates for rowing
14. How are students selected to participate in this field trip? Students are accepted based on their prior performance on the team
15. Where will students be staying? Staybridge Suites 10201 Stonelake Blvd, Austin, TX 78759
phone: (512) 349-0888
16. What are the names and cell phone numbers of the primary staff chaperones on the trip?
, Andy McLaughlin 603-252-5887, Catie Szymanoski (518) 429-7120
17. Other than those listed in #16 above, what are the names and roles (teacher, parent, etc) of other adult chaperones who will be on the trip? Eddy Mog, Philip Kenney (assistant coaches), Shari Noe, Geoff Hunt, Ira Heffan, Louise Shah (parent chaperones). All parent chaperones will be CORI'd.

PUBLIC SCHOOLS OF BROOKLINE

EDUCATIONAL RELEVANCE

18. What is the purpose of the trip and how does it relate to Brookline's Learning Expectations (K-8) or BHS Course Syllabi? This trip is pre-season training and condition trip to prepare the athletes for the coming season. Athletes will receive on-water technical training and conditioning.
19. Describe activities planned before the trip to prepare students: Athletes will participate in indoor training and conditioning or other BHS winter sports.
20. Describe activities planned after the trip for students to wrap-up/reflect: After the trip coaches will make the team selection and athletes will prepare for spring competitions.

ACCESSIBILITY AND STUDENT SAFETY

21. To what extent does the field trip group reflect the diversity of the school population? What efforts will be undertaken to ensure that, to the greatest extent possible, the participants in this field trip reflect the diversity of the school population?
22. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc. The team has traveled to Austin, ten times. The facility references have been vetted through trusted sources local to Austin and other high school and collegiate rowing coaches.
23. What is the name and location of the medical facility closest to your destination? Brackenridge Hospital, 601 East 15th Street, Austin, TX 78701
24. Will students be swimming? (please note: if swimming is planned, parents must give explicit written permission for their child to swim; students who do not have this express written permission will not be allowed to swim) Yes
25. If travelling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of Consular statement. N/A

FUNDING

26. What is the total cost of the trip? Please detail the major components of the trip below and provide a total. (add/edit headings as necessary)

Lodging	\$450
Travel	\$700
Meals	\$150
Equipment rental	\$150
TOTAL:	\$1450

27. How will the field trip be funded? The trip is primarily self-funded by athletes and their families with some assistance from the Friends of Brookline Rowing parent group.

PUBLIC SCHOOLS OF BROOKLINE

28. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available? Scholarships are available from our general fundraising efforts through Friends of Brookline Rowing. Anyone requesting a scholarship is asked to name a figure they can afford and the rest of the cost is taken care of.

29. If fundraisers are planned to help lower the cost of the trip for all students, please describe those plans here: See above.

*If you need any assistance as you complete this application,
please contact the Office of Teaching and Learning at 617-730-2432.*

Signatures:

Educator Requesting Field Trip Approval: Andy Melin Date: 1/21/2020

Principal: [Signature] Date: 1/27/20

PUBLIC SCHOOLS of
BROOKLINE

INTERIM SUPERINTENDENT'S FY 2021 BUDGET RECOMMENDATION

JANUARY 30, 2020

PUBLIC SCHOOLS of
BROOKLINE



The Big Picture

FY 2021 PSB
Budget

Interim
Superintendent's
Recommendation

Priorities Developed Through the Budget Process

- ▶ Preserve Brookline's robust, well-rounded learning experience for our students PK-12 including our programs, services, and support
- ▶ Preserve the integrity of the instructional environment for our teachers, educators, and schools
- ▶ Live within our means by foregoing adding new positions in favor of preserving, as best we can, the programs, staff, services, and support we currently have
- ▶ Strengthen the emotional and behavioral support we provide our students PK-12
- ▶ Identify cost savings through targeted adjustments rather than across the board cuts to any programs
- ▶ Adjust staffing, programs, and services based on the situation at each school as part of an annual assessment of what is needed in the upcoming year

The Good News

We will continue the extensive and diverse programming that is PSB's hallmark. (Just a few examples of the great opportunities Brookline provides our students)

- ▶ K-5 World Language
- ▶ Award winning K-12 art and music programs, including conservatory, dance, and theater
- ▶ Support for our most vulnerable students by maintaining strong special education programs across the district for students ages 3 to 22
- ▶ Highly regarded district-wide special education programs
- ▶ A diverse range of English learner programs that support students who speak dozens of languages
- ▶ Strengthening our K-8 math curriculum and instruction
- ▶ Full guidance, psychologists, and nursing support in all schools plus social workers at BHS

The Good News *(continued)*

Just a few more examples of the great opportunities Brookline provides to our students

- ▶ Maker spaces and mobile maker resources in all K-8 schools
- ▶ A wide variety of personalized support for students through programs geared to specific student needs
- ▶ Collaborations with Rec Department on outdoor and environmental education
- ▶ Substantial Advanced Placement program offerings at BHS
- ▶ Extensive high school extracurricular programs in athletics, arts, leadership, clubs, and activities

Will will also

- ▶ Expand our specialized programming for students with autism and similar profiles to Heath
- ▶ Expand our highly regarded and deeply loved BEEP program

Closing the Projected Budget Gap (also Good News)

Limited and Targeted Adjustments rather than large scale cutting of staff, programs, or services

- ▶ Maintains our ability to deliver high quality instruction, a well-rounded education, and robust programs
- ▶ Will result in limited impact to our classrooms
- ▶ Any increase in class sizes will be consistent with other schools and grade levels across the district
- ▶ Any staff cuts will happen primarily through attrition, retirements and reallocation; this will be a months-long process to figure out how to do this well

Most significant reductions are in planned growth and in continuing reductions from previous years

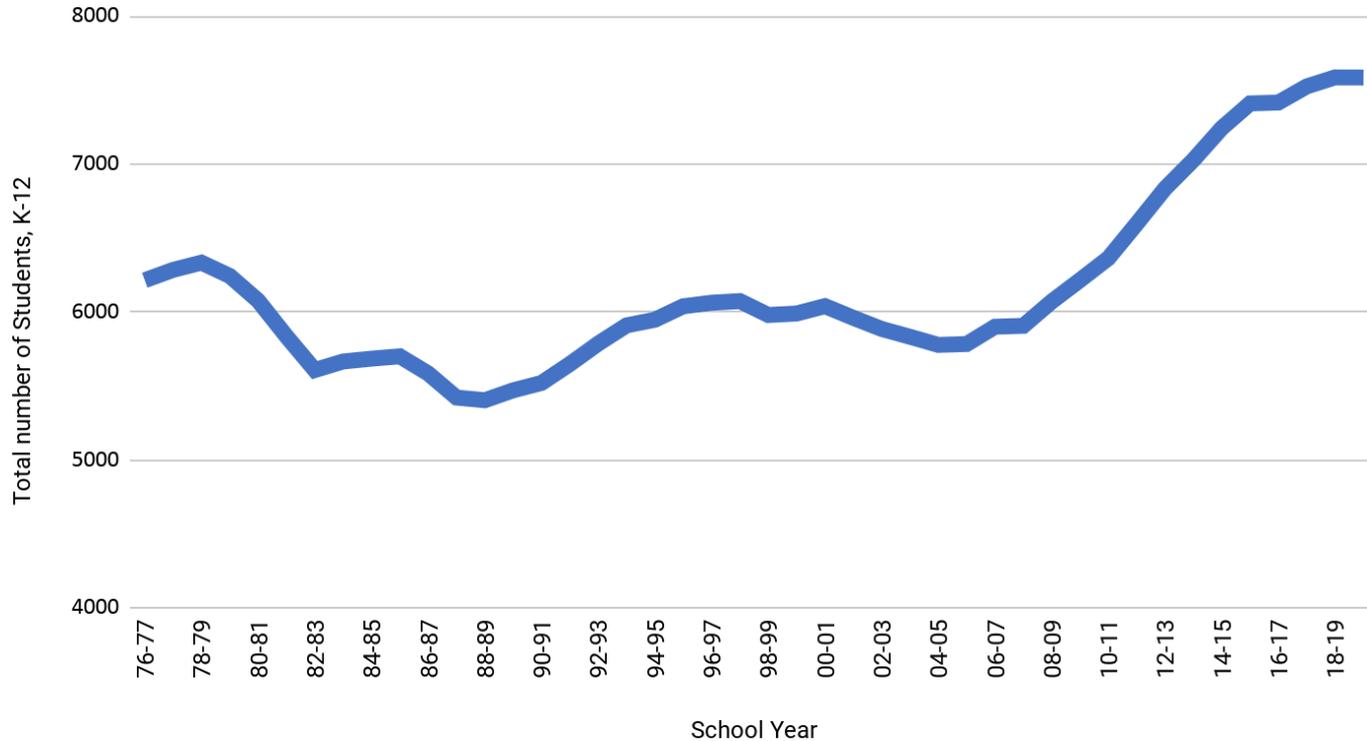
Building the Budget

- 1. Enrollment Update**
- 2. PSB Budget Background**
- 3. A Collaborative Budget Process**
- 4. The Numbers and the Path Towards a Balanced Budget**
- 5. The Road Ahead**

Enrollment Update

Our Primary Challenge 2005 - 2020

Public Schools of Brookline, Total K-12 Enrollment



Enrollment Update

February 6: Enrollment Projection Presentation

- ▶ Cropper/McKibben will be at SC to present results of the Enrollment Projection report SC chose to pursue in summer 2019
- ▶ MSBA Enrollment Projection may also be finalized at that point
- ▶ Top Line Message -
 - ▶ While the methodologies and therefore the exact projections of the two studies differ, they both show that PSB's enrollment growth is levelling off.
 - ▶ PSB K-8 enrollment is now projected to essentially remain stable at current levels for the foreseeable future while BHS will continue to grow before stabilizing

PSB Budget Background

Recent Increases & How We Got Here

2015 & 2018 Override Objectives

2015 Objectives	2018 Objectives
Maintain small class sizes	Maintenance of contractual obligations in collective bargaining agreements and mandated services.
Maintain student-staff ratio in concordance with overall enrollment growth and increased participation in PSB programs.	Staffing and costs to support enrollment increases and expansion of Brookline High School
Additional personnel and operating costs for anticipated capital projects (Upper Devotion @ Old Lincoln)	A limited number of critical new investments to support the Superintendent's goal of creating equitable outcomes and opportunities at PSB.

2015 & 2018 Override Impacts

- ▶ Added 237 FTE over a five year period (FY2016-FY2020)
- ▶ More teachers at K-8 and BHS to address enrollment growth.
 - ▶ With each classroom teacher, add 0.6 FTE to for art, music, PE, health, WL, and EL at K-8 schools
- ▶ Increase in student support staff including:
 - ▶ Nurses, guidance counselors, and administrators to provide essential social, emotional, and academic support;
 - ▶ English Learner Education (ELE) teachers to support ongoing increase in English Language Learners;
 - ▶ Specialists including health, wellness, art, music, and world languages.
- ▶ Supported the “expand-in-place” strategy voted by School Committee.

Overview of Growth FY05 - FY20

	FY 2005	FY 2010	FY 2015	FY 2019	FY2020	Change FY05 - FY15	Change FY15 - FY20
PK-12 Enrollment	5,984	6,472	7,508	7,855	7,857	+1,524	+349
# of Employees (FTE)	868.3	938.3	1061.5	1277.8	1299.1	+193.2	+237.6
Operating Budget (General Fund)	\$55,828,665	\$72,072,892	\$90,630,150	\$110,756,679	\$119,841,548	+\$34,801,485	+\$29,211,398

Positions Added Since FY 2016 (SY 15-16)

	Teachers - Unit A	Para- professionals	School Based Educational Leaders	Custodians and Secretaries	Central Office - Staff	Central Office - Leaders	Total FTE Added since FY 2015
FY 2016	50.7	7.1	5.4	4.6	3.4	4.0	75.2
FY 2017	32.2	22.5	0.0	0.0	1.0	0.0	55.7
FY 2018	23.8	11.9	1.0	0.0	-2.0	-1.0	33.7
FY 2019	14.5	16.7	2.0	2.0	2.5	1.0	38.7
FY 2020	16.0	15.3	2.0	1.0	0.0	0.0	34.3
Total	137.2	73.5	10.4	7.6	4.9	4.0	237.6

Yellow Indicates School-Based Personnel.

2018 Override - Planned Additions for FY 2021

Carry forward all additions from FY2019 and FY2020 and add:

- ▶ Personnel
 - ▶ Classroom Staff for FY21= 15 to maintain Avg 21 students
 - ▶ Nurse, Guidance, ELL/Other (3 Unit A per each year - avg \$68k + COLA) - Sustains Current Ratios
 - ▶ Maintain Educational Leader Ratio of 250:1: FY 21 0.8 BHS Assoc Dean due to enrollment increases
- ▶ Services
 - ▶ Benefits Reserve is initially set to \$0 and reflects in both budgets the net savings/reserve for FTE reductions and additions
 - ▶ Transportation mandated and contractual expense
 - ▶ Tuition Budget Increase/(Reduction -Students Aging Out and/or returning to the district)
- ▶ Supplies
 - ▶ Minimally addresses enrollment and price increases of supplies already provided by PSB

Developing the FY 2021 Budget:

A Collaborative Budget Process

Budget Development Process

Prior Budget Processes were Siloed

- ▶ Budget Managers (principals, curriculum coordinators, program directors, and Deputy Superintendents) worked primary on their own budgets, independent from each other.
- ▶ Few, if any, small or large group meetings that included a variety of roles and budget managers from different areas or schools

This Year's Budget Process was much more Collaborative:

- ▶ Principals, Coordinators, and Directors all involved much more than in the past
 - ▶ Worked together to plan for and prepare for budget challenges
 - ▶ Collaborated and worked together to generate ideas and possible solutions to the budget challenge we faced
 - ▶ Met, discussed and gave feedback to help each other think about different ways to organize programs, staff and schedule

Budget Development Process

Wide Range of Groupings Organized to Provide Input:

- ▶ Large group meetings of all budget managers
- ▶ Meeting by department and job-alike group (OSS, OTL, curriculum coordinators, principals, etc)
- ▶ One on one meetings with principals and Interim Superintendent with Deputy Superintendent(s)
- ▶ District Budget Group - Cross role group of school and district leaders (principals, coordinators, OSS directors, BHS coordinators, directors, Deputy Superintendents):
 - ▶ Met to review ideas from all groups of budget managers;
 - ▶ Discussed viability of all ideas and made additional suggestions;
 - ▶ Reviewed and gave input on priorities; Gave feedback on process and messaging prior to final decisions being made

Budget Development Process

November and December -

- ▶ Idea generation phase provided opportunity to come up with large number of divergent ideas
- ▶ Met with all principals to discuss school specific proposals and identify priorities for maintaining areas of strength

Late December and January -

- ▶ All ideas considered at the department and district level,
- ▶ Identified final proposals as budget numbers became clearer
- ▶ Met with each principals to share final school and district recommendations and get additional input before finalizing
- ▶ OSS and OTL continued to meet with their directors and coordinators to flesh out ideas and consider impact of any possible changes

Public Presentations on Program, Support, and Services

15 public presentations in December and January done in parallel with budget development process

- ▶ Presentations designed to give School Committee and public a greater level of detail and information about PSB's school programs, support, services, recent staff and budget growth, and central office operations
- ▶ 15 different public presentations in December and January at School Committee and SC Finance Subcommittee meetings
- ▶ Focus of presentations was on how we currently do things in our schools and across the district; focus was not on costs and budget
- ▶ Intended to educate, not advocate
- ▶ Included curriculum coordinators and directors in development and delivery of these presentations

The Numbers and the Path Towards a Balanced Budget

How did we get here?

Projected a FY 2021 deficit since the 2018 Override because of the growth of mandatory and contractual obligations

Override: What PSB requested: **\$9,817,099** over three years

What was approved by Voters: **\$8,375,132** over three years

What we actually received: **\$6,938,587** over three years

Difference between original request and projected funding:
\$2,878,512

**Funding requested vs. the lower amount approved
signalled a likely deficit come FY2021**

Revenue Projections from the 2018 Override

What was approved by Voters: **\$8,375,132**

	FY 2019	FY 2020	FY 2021	Overall Change
Tax Levy Override - School Department	+\$1,944,574	+\$3,139,505	+\$389,563	+5,473,642
Tax Levy Override - Public Buildings	+\$200,000	+\$200,000	N/A	+400,000
Health Insurance Savings - School Department and Public Buildings	+\$443,871	N/A	N/A	+\$443,871
Non Property Tax Revenue	N/A	N/A	+\$2,057,619	+\$2,057,619
Total New Revenue	+\$2,588,445	+\$3,339,505	+\$2,447,182	+\$8,375,132

Projected FY 2021 Deficit - 11/14/19

Revenue Projections Lower than Expected	-\$583,828
Additional Expenses from Personnel Costs and Mandates	-\$969,993
Restore Costs to Address Enrollment Growth	-\$703,243
Unplanned Strategic Investments	-\$1,217,870
<u>Total Projected Deficit as of November 14, 2019</u>	<u>-\$3,474,934</u>

What has been changing over the past two months? *(and right into this week)*

Factors that caused adjustments in our revenues and expenses since November. As we get more information, these numbers go up and down.

Revenue - Tax receipts, Town Meeting decisions, Local Receipt estimates, Chapter 70 adjustments

Expenses - Factors that caused adjustments in our General Appropriation number over the past two months include

- ▶ Transportation - special education and the anticipated cost of our new transportation services contract
- ▶ Special education tuition
- ▶ Personnel - lane increases, tentative agreement with Paraprofessional unit, adjustments made from hiring and attrition from last year
- ▶ GIC

Revenue - Town Meeting Appropriation Request

Program	FY20 STM	FY21 Override Plan 4/2018	FY21 Override Plan Adjusted 12/2019
Town Meeting Appropriation			
General Fund Appropriation	\$ 117,385,106	\$ 123,886,605	\$ 122,653,809
Special Revenue Funds (Offset to General Fund Operating Budget)			
Tuition and Fees	\$ 717,523	\$ 739,675	\$ 739,675
Facility Rental			
Circuit Breaker Funding	\$ 1,769,814	\$ 1,688,705	\$ 1,910,814
Revolving Fund reimbursement	\$ -	\$ 150,680	\$ -
Other Revenue	\$ -	\$ 358,680	\$ -
Total Revenue	\$ 119,872,443	\$ 126,824,345	\$ 125,304,298

What Changed between FY 21 Plan and FY 21 Budget in December 2019

- **Projected** General Appropriation Revenue decreased due to uncertainty about tax receipts, fees, and development
- Circuit Breaker moved from projected to FY 20 Reimbursement Amount
- Revolving fund reimbursements taken off budget in FY20

As a result total revenue projected to be \$1.5M lower than previously projected

Revenue - Town Meeting Appropriation Request

Program	FY20 STM	FY21 Override Plan 4/2018	FY21 Override Plan Adjusted 12/2019	FY 21 Override Plan with Known Revenue and Mandatory Expenses - 1/2020
Town Meeting Appropriation				
General Fund Appropriation	\$ 117,385,106	\$ 123,886,605	\$ 122,653,809	\$ 123,462,138
Special Revenue Funds (Offset to General Fund Operating Budget)				
Tuition and Fees	\$ 717,523	\$ 739,675	\$ 739,675	\$ 510,000
Facility Rental				
Circuit Breaker Funding	\$ 1,769,814	\$ 1,688,705	\$ 1,910,814	\$ 1,910,814
Revolving Fund reimbursement	\$ -	\$ 150,680	\$ -	\$ -
Other Revenue	\$ -	\$ 358,680	\$ -	\$ -
Total Revenue	\$ 119,872,443	\$ 126,824,345	\$ 125,304,298	\$ 125,882,952

What Changed between December and January

- General Appropriation Revenue is set
- Revenue increases due to clarity on local receipts, Governor's Budget and Chapter 70

Total Projected Revenue is now \$1M less than originally projected but \$500,000 better than December

Expenses - Town Meeting Appropriation

Program	FY20 STM	FY21 Override Plan 4/2018	FY21 Override Plan Adjusted 12/2019
Operating Budget			
Personnel	\$ 104,045,184	\$ 109,805,819	\$ 110,350,000
Services	\$ 11,502,584	\$ 12,248,617	\$ 13,997,419
Supplies	\$ 1,799,606	\$ 2,116,617	\$ 2,602,305
Other	\$ 1,290,721	\$ 1,288,570	\$ 1,091,863
Utilities			\$ 10,350
Capital	\$ 1,234,348	\$ 1,364,723	\$ 1,191,685
Total Operating Budget	\$ 119,872,443	\$ 126,824,346	\$ 129,243,667

What Changed between FY 2021 plan in 2018 and FY 2021 projection in December 2019

- Personnel increases added in FY19 and 20 carried forward and added to the base
- Based on existing information, projections for special education tuition and transportation higher than originally made in 2018.
- Supply/Materials cuts made to help balance budget in FY20 returned
- 2 Clark Road cleaning and moving costs added to School Facilities Dept

Projected costs increase by \$2.4M

Expenses - Town Meeting Appropriation Request

Program	FY20 STM	FY21 Override Plan 4/2018	FY21 Override Plan Adjusted 12/2019	FY 21 Override Plan with Known Revenue and Mandatory Expenses - 1/2020
Operating Budget				
Personnel	\$ 104,045,184	\$ 109,805,819	\$ 110,350,000	\$ 110,256,672
Services	\$ 11,502,584	\$ 12,248,617	\$ 13,997,419	\$ 13,430,972
Supplies	\$ 1,799,606	\$ 2,116,617	\$ 2,602,305	\$ 2,116,617
Other	\$ 1,290,721	\$ 1,288,570	\$ 1,091,863	\$ 1,278,220
Utilities			\$ 10,350	\$ 10,350
Capital	\$ 1,234,348	\$ 1,364,723	\$ 1,191,685	\$ 1,364,723
Total Operating Budget	\$ 119,872,443	\$ 126,824,346	\$ 129,243,667	\$ 128,457,554

Expenses - What Changed between December and January

- Fine tuning salaries based on returning staff and attrition
- Services decrease because there is greater clarity on special education tuition

Total Projected Expenses reduced by \$800,000

Operating Costs for Leased Buildings

Program	FY20 STM	FY21 Override Plan 4/2018	FY21 Override Plan Adjusted 12/2019	FY 21 Override Plan with Known Revenue and Mandatory Expenses - 1/2020	Interim Supt's FY21 Request
Operating Budget					
DPW - Parks (Playground, Groundskeeping)			\$ 41,000	\$ 41,000	\$ 41,000
Building Department (Utilities)			\$ 151,922	\$ 151,922	\$ -
Building Department (Maintenance)			\$ 35,000	\$ 35,000	\$ 35,000
Schools (Custodial and Moving)			\$ 47,136	\$ -	\$ -
Insurance			\$ 15,000	\$ 15,000	\$ 15,000
Information Technology (Infrastructure/wiring)			\$ 10,000	\$ 10,000	\$ 10,000
Total Transfer to Municipal Departments	\$ -	\$ -	\$ 300,058	\$ 252,922	\$ 101,000
Total Operating Budget	\$ 119,872,443	\$ 126,824,346	\$ 129,543,725	\$ 127,553,268	\$ 126,364,233

Town Meeting Appropriation Request - Summary

Program	FY20 STM	FY21 Override Plan 4/2018
Revenue		
Total Revenue	\$ 119,872,443	\$ 126,824,345
Expenses		
Personnel	\$ 104,045,184	\$ 109,805,819
Services	\$ 11,502,584	\$ 12,248,617
Supplies	\$ 1,799,606	\$ 2,116,617
Other	\$ 1,290,721	\$ 1,288,570
Utilities	\$ 0	\$ 0
Capital	\$ 1,234,348	\$ 1,364,723
Transfers to Municipal Dept.	\$ 0	\$ 0
Expense Total	\$ 119,872,443	\$ 126,824,346
Surplus/(Deficit)	\$ 0	\$ 0

Closing a \$2.8 million Gap

Initial Steps that have closed the gap

1. Personnel -
 - a. Further refinement of Personnel costs and a reduction of planned growth from override - \$1,157,208 (teachers and one school-based administrator)
2. Further refinement of Special Education Tuition and Transportation costs - \$666,408
3. Continue the FY 20 reductions in Supplies/Materials - \$600,380
4. Utility Expenses for 2 Clark Rd removed prior to Revenue Allocation - \$151,922

Total of these adjustments = \$2,575,918

Gap still necessary to close to balance budget = \$251,606

Developing a Balanced Budget through Targeted Adjustments in Staffing, Program, and Services

The types of cost savings measures that are under consideration to balance the budget

- ▶ Modifying programs based on past experience so they are better focused on their primary purpose
- ▶ Restructuring and reducing district-wide PD so teachers are not out of class as often and substitute cost are lowered
- ▶ Cutting or consolidating positions in Central Office in line with other cuts and relative to increases made since 2015
- ▶ Restructure and focus new teacher support at PK-8 and BHS, ensuring that it better differentiates between types of new staff
- ▶ Consolidate small classes in a limited number of middle grade and upper elementary classes and chronically under-enrolled classes at BHS. Class size becomes more consistent with other grades district-wide and other classes at BHS
- ▶ A closer look at the the Services line items to see if and where reductions can be made
- ▶ Reduce budget in Office of Educational Equity based on experience from this year
- ▶ Focus the summer language arts program in scope so it is targeted more effectively to students in need of support
- ▶ BA&CE takes over recreation/elective part of BHS summer school program
- ▶ Reconfigure and clarify K-8 math support

Targeted Adjustments in Staffing, Program, and Services

School Specific Savings

- ▶ Each school is likely to have a number of fractional FTE adjustments based on input from principals, curriculum coordinators, special education directors, and Senior Leadership
- ▶ These adjustments are based on specific enrollment, staffing, schedule, or program related factors at each school
- ▶ These will be finalized with each principal in the coming weeks, and we will communicate with each person affected

The Road Ahead

Where we go from here - Short term

- ▶ Get further input from the School Committee and from the public.
- ▶ Public Hearing on February 6th on the Superintendent's Budget Recommendation
- ▶ Complete final decisions on trade offs, cost savings, and cuts.
- ▶ Begin conversations with any staff whose position will be impacted by the budget.
- ▶ School Committee votes on February 13 on the total Town Meeting request \$123,462,138
- ▶ School Committee votes a total bottom line budget of \$126,112,627 prior to Annual Town Meeting allocating Personnel and Expense budgets.

Where we go from here - Long term

- ▶ Return to a budgeting process that makes annual adjustments in programs, services, schedules, and staffing on a school by school basis to respond to needs of current students
- ▶ Develop a Strategic Plan that will help focus our work, identify a limited set of essential priorities, and provide a clearer road map for making budgetary and resource decisions

Being more planful and strategic in making budget decisions and allocating resources

Instead of asking each year, “How will we spend the money we have?” we need to move to a strategic and planful approach that asks the following questions:

1. Where do we want to go?
- 1a. What do we need to do to ensure that every student develops the skills and knowledge to pursue a productive and fulfilling life, to participate thoughtfully in a democracy, and succeed in a diverse and evolving global society?
 1. What people, support, services, programs, and systems do we need in place to get there?
 2. What choices do we need to make?
 - What will we stop doing?
 - What do we need to continue doing?
 - What do we need to do better?
 - What do we need to start doing?
 3. How will we know if any of this is working?
 4. What funding do we need and how should we reallocate resources so we can accomplish all of this?

BROOKLINE
DRISCOLL SCHOOL EXPANSION

School Committee
January 30, 2020



Agenda

New Driscoll School Parking

1. Project Overview
2. Parking Decisions to Date
3. New Parking Alternatives
4. Decision on Underground Parking

Agenda

New Driscoll School Parking

1. Project Overview



Town Meeting and Town-Wide Vote

On November 19, 2019 Brookline Town Meeting formally voted that the town appropriate \$115.3M to reconstruct the Driscoll School, subject to town vote approval. The authorized budget is to include fossil fuel free design, and exclude the addition of new central administrative space. The warrant suggests potential elimination of structured parking to accommodate budget changes due to escalation since the previous Town vote.

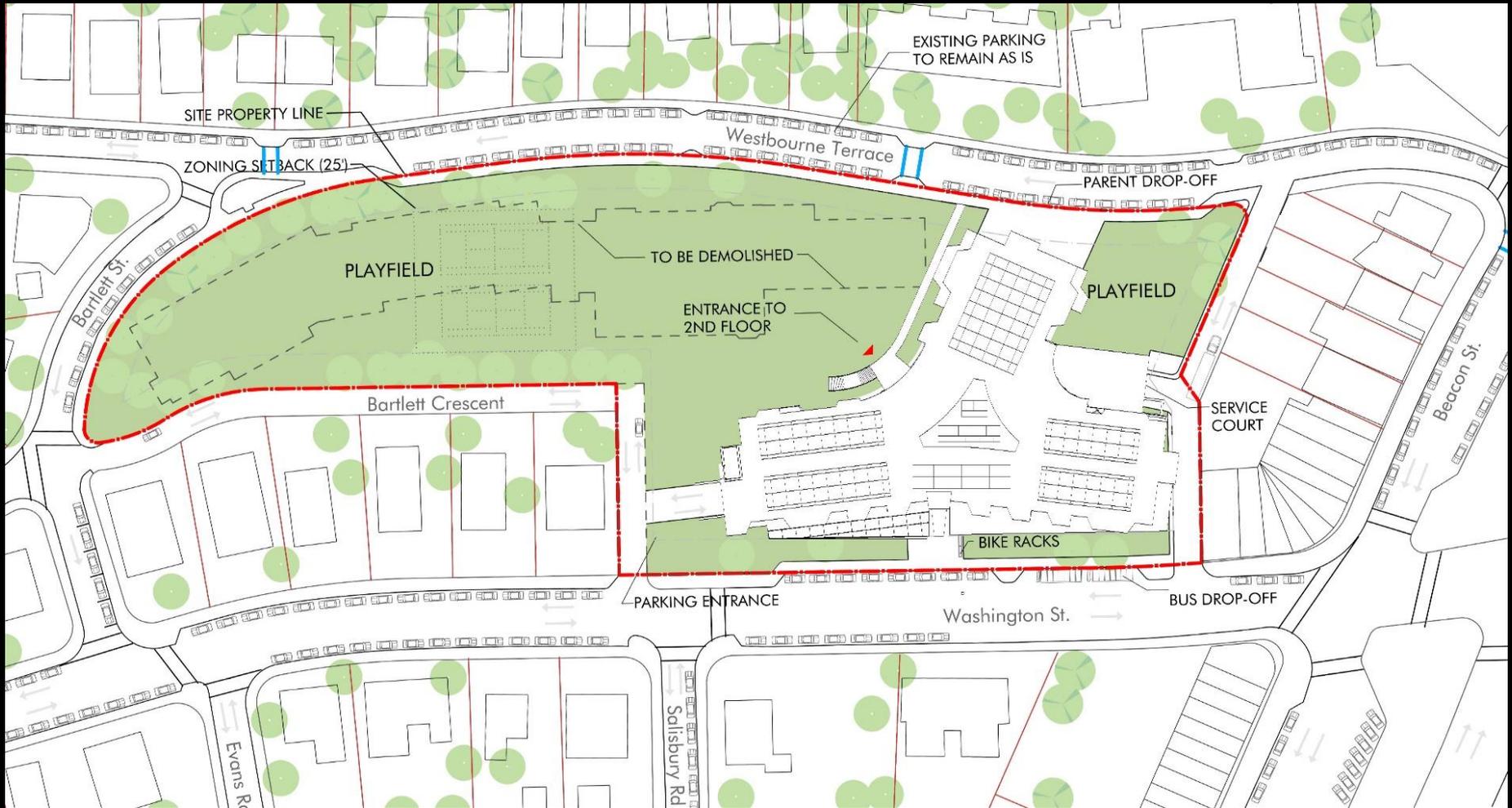
Town wide vote approved the appropriation on December 10, 2019

Driscoll Aerial

Driscoll Site Plan



Site Plan



Comments and Responses

What we heard:

Comment:

Response:

Cafeteria Layout

Tables for 3-seating lunch provided

Central Stairwell

Open areas reduced

Bathroom Location

Toilets moved to more central location

Media Center Location

Alternate provided to locate Media Center on other floors

MakerSpace / Fabrication Lab Location

Alternate location provided

Music / Multi-purpose Space Adjacency

Alternate location provided

Too Many Entrances – Security and CC School

Alternate entry layout to be provided

Guidance to be separate from

Alternate location to be provided

Top Comments and Responses - Staff

Comment:

Response:

Sinks inside Classrooms not just in Bathrooms

Sinks are inside all Classrooms

Teacher Lounge for Community building – not a workroom

A 300sf Staff Lunch Room is included in the approved Space Summary and may be fit out accordingly

Distance to central toilets for First and Second Grades is too far for youngest students

Teacher Planning Rooms at First and Second Grades may be converted to toilet rooms to minimize travel distances

Open Stairs

Open to below areas at central stairs reduced/modified

Top Comments and Responses - Staff

Comment:

Cafeteria acoustics

Response:

The design team works closely with Acoustical Engineers to successfully address sound control.

Teacher Planning Rooms K-2
vs 3-8

Teacher Planning Rooms at Grades K-2 proposed as toilet rooms for reduced travel distances for younger students.

Grades K-2 Classrooms prefer direct access doors rather than operable partitions between Classrooms.

Access doors will be provided between Classrooms instead of operable partitions.

Top Comments and Responses - Community

Comment:

Safe access for pedestrians,
bikes, sidewalks

Response:

The design team works with
Town's Transportation department,
Safe Streets, and Traffic
Consultant to provide safe access
through all phases

Environmentally designed,
Ecologically friendly, Energy
efficient

The building is to comply with the
Town's Fossil Fuel Free guidelines

Play Space during construction

Play space to be provided during
construction

Agenda

New Driscoll School Parking

1. Project Overview
2. Parking Decisions to Date

Transportation Board Reviews to Date

January 28, 2019:

On-site parking alternatives for 0, 25, and 50 on-site spaces were presented. The T Board voted to allow 88 on-street parking permits for Driscoll staff, implying 25 spaces on-site given projected needs.

March 18, 2019:

Improvements to adjacent streets and sidewalks for pedestrians, cyclists, and vehicular safety were approved.

Parking Summary

Presented at 1/28/19 T Board Meeting



PUBLIC SCHOOLS of
BROOKLINE

Driscoll Parking Plan Options

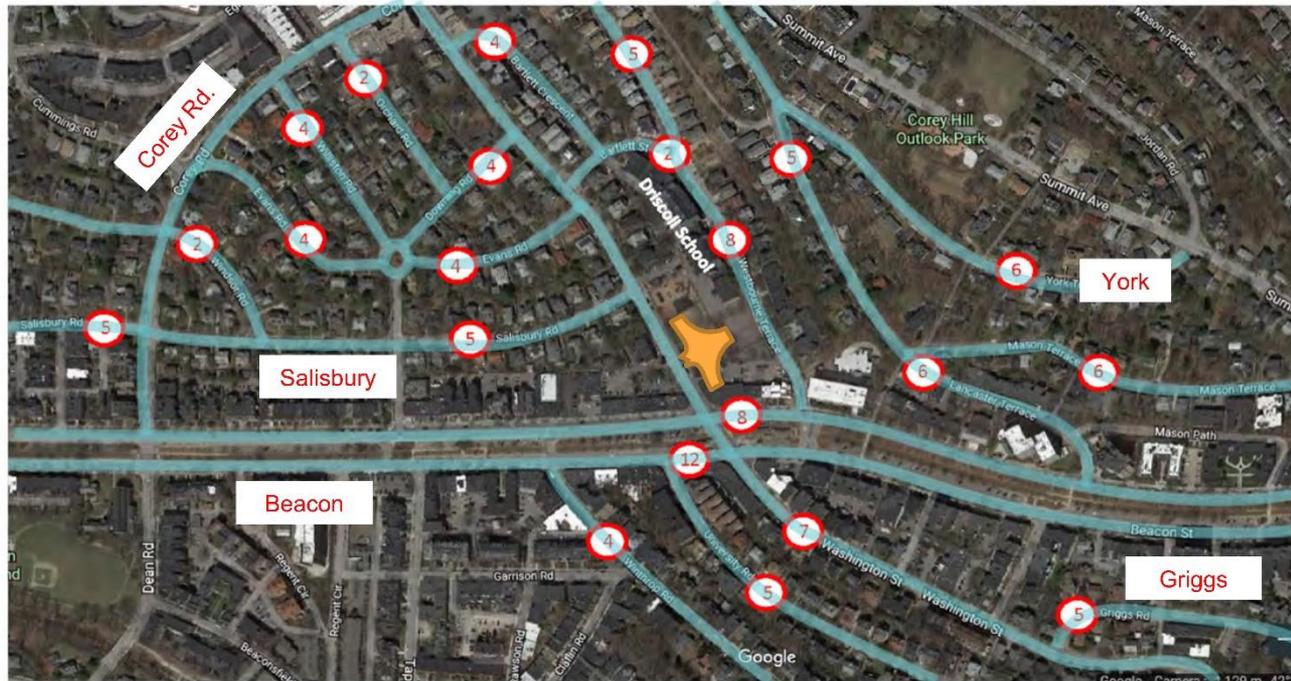


	Staff	# of Staff Parking Spaces
Current	107	105 (52 on site)
Projected	125	113 (90% of staff)

	Total # of Staff Parking Spaces Needed	# of Staff Parking Spaces on School Property (change)	# of Staff Parking Spaces on Town Streets (change)	Estimated Longest Walk for staff (mi)
Option A	113	0 (-52)	113 (+60)	0.5
Option B	113	25 (-27)	88 (+35)	0.4
Option C	113	50 (-2)	63 (+10)	0.3
Current	105	52	53	0.3

Option A

Presented at 1/28/19 T Board Meeting



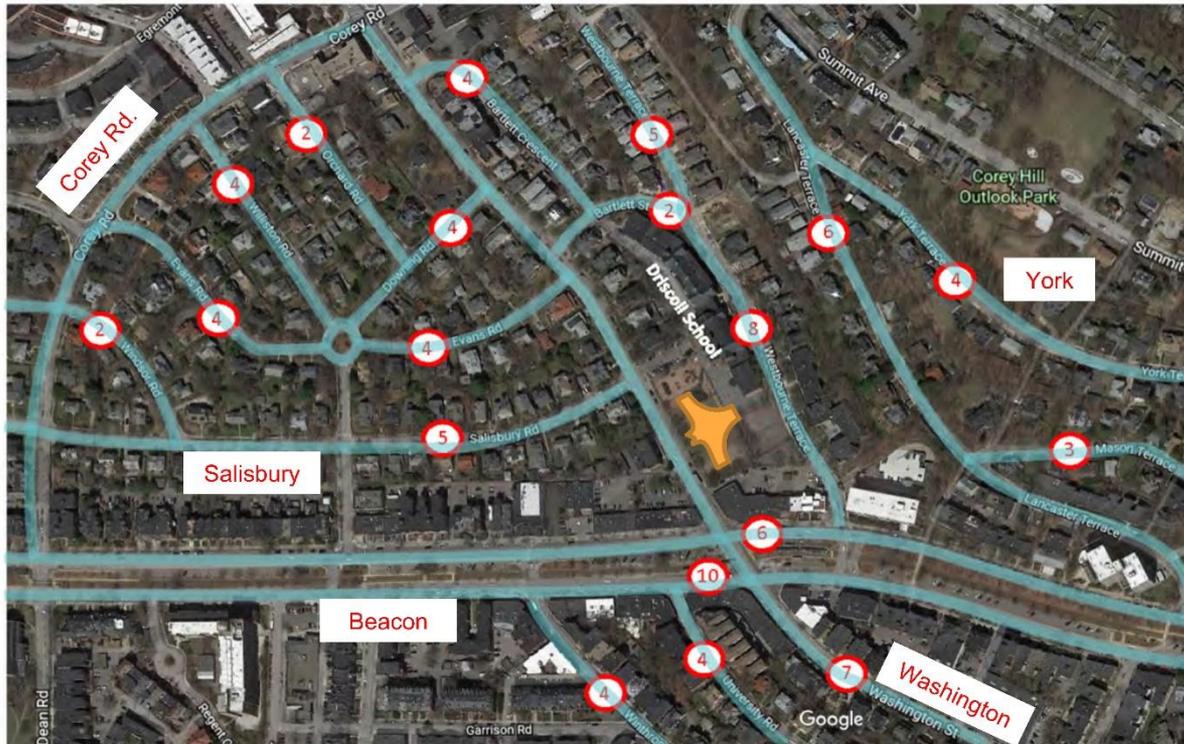
Proposed New Driscoll
1/15/2019 - Parking Update

Option A
0 spaces on site

Projected staff	125	Proposed new spaces	
Spots needed	113	Bartlett Street	2
% of staff parking	90%	Beacon Street EB	12
		Beacon Street WB	2
Spaces breakdown		Griggs Road	5
On school property	0	Lancaster Terrace North	5
On street parking	113	Lancaster Terrace South	6
		Mason Terrace	6
Currently approved spaces	53	Salisbury Road West	5
		University Road	5
		Windsor Road	2
		Winthrop Road	4
		York Terrace	6

Option B

Presented at 1/28/19 T Board Meeting



Proposed New Driscoll Option B 25 spaces on site

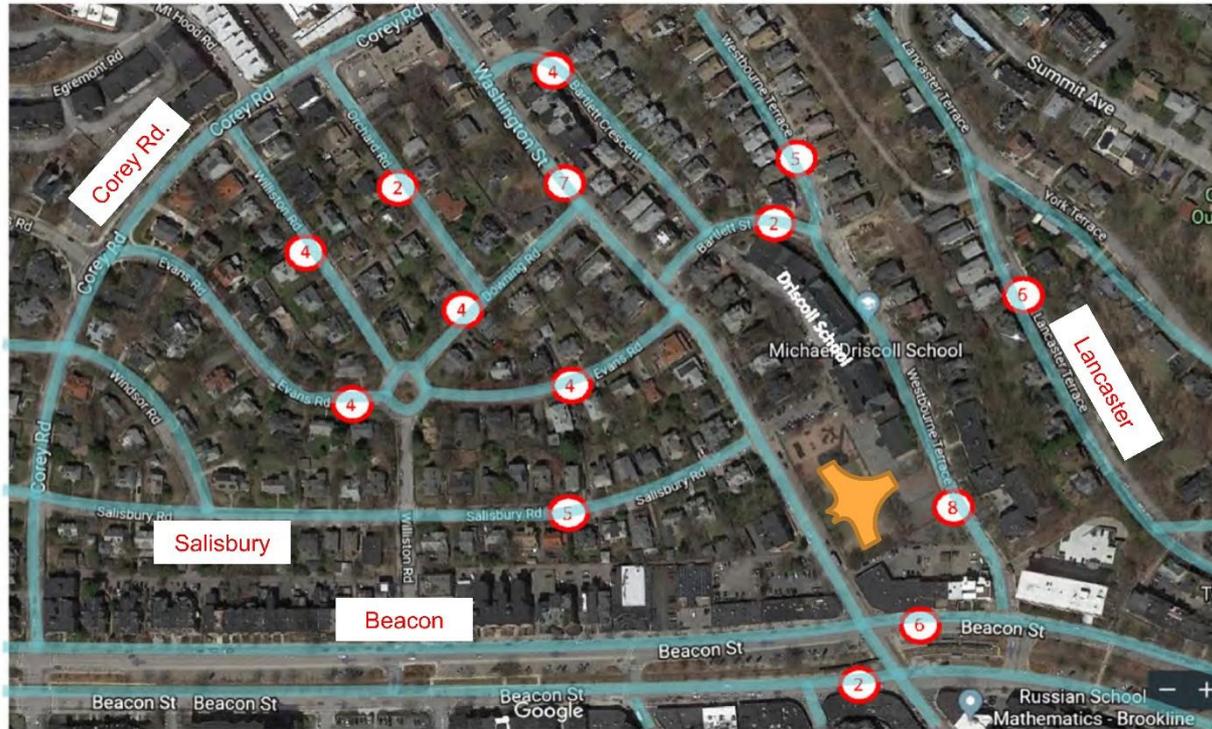
Recommended by
School Committee

Projected staff	125
Spots needed	113
% of staff parking	90%
Spaces breakdown	
On school property	25
On street parking	88
Currently approved spaces	53

Proposed new spaces	
Bartlett Street	2
Beacon Street EB	10
Lancaster Terrace	6
Mason Terrace	3
University Road	4
Windsor Road	2
Winthrop Road	4
York Terrace	4

Option C

Presented at 1/28/19 T Board Meeting



Proposed New Driscoll

1/15/2019 - Parking Update

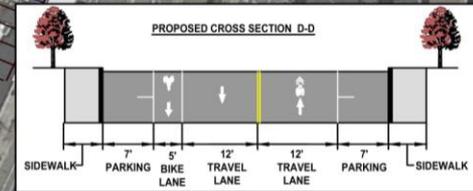
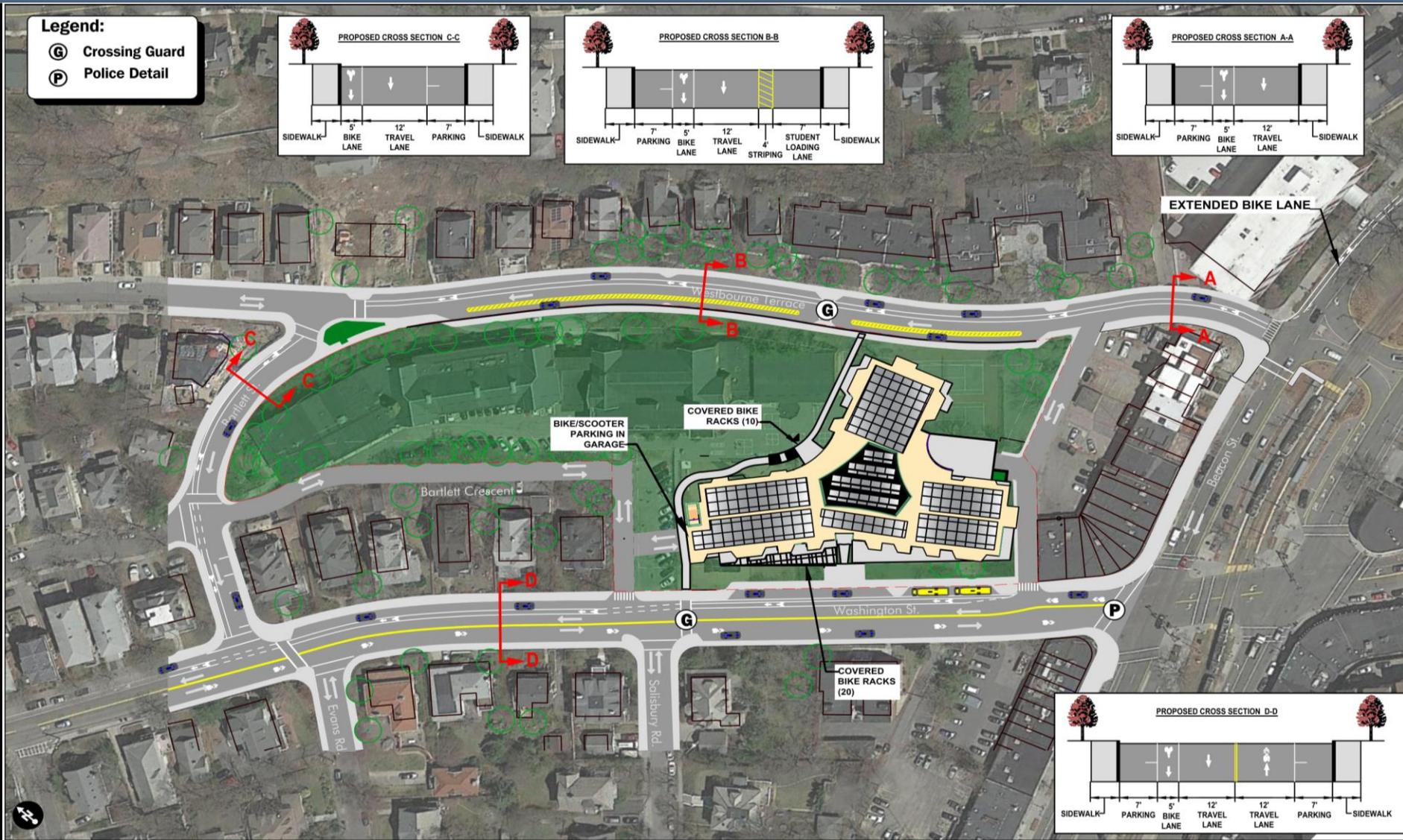
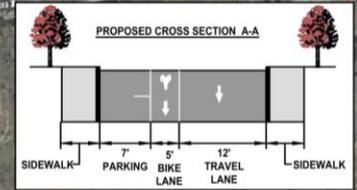
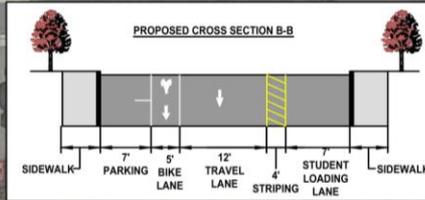
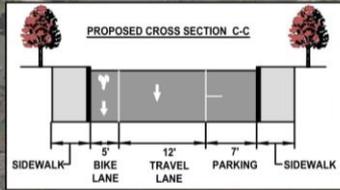
Option C
50 spaces on site

Projected staff	125	Proposed new spaces	
Spots needed	113	Bartlett Street	2
% of staff parking	90%	Beacon Street EB	2
		Lancaster Terrace	6
Spaces breakdown			
On school property	50		
On street parking	63		
Currently approved spaces	53		

Improvements for Walkers, Cyclists, and Vehicular Safety Presented at 3/18/19 T Board Meeting

Legend:

- (G)** Crossing Guard
- (P)** Police Detail



Agenda

New Driscoll School Parking

1. Project Overview
2. Parking Decisions to Date
3. New Parking Alternatives



Driscoll - Alternates – Parking

Option 1:

25 Spaces of below grade structured parking.

Note: As \$4.4M was eliminated from the budget as a part of the Town vote, if the structured parking is kept in the project, \$4.4M of savings must come from elsewhere within the project.



Pros:

- Parking count already approved by Transportation Board
- No additional impact on adjacent streets

Cons:

- Potential scope reduction items:
 - Lowering the quality of finishes
 - Modifying the envelope, including utilizing more masonry and less glass.
 - This might affect the visual impact from the neighborhood.
 - The landscaping and quality of outdoor space could be impacted.
 - The program square footage would need to be reduced.
 - The BEEP program might need to be reduced or deleted.
 - Potential reduction of library, cafeteria, and/or Fab Lab.
 - Geothermal wells might need to be reduced or deleted.
 - This would impact operating costs.
- Program change within the building would require additional design time thus pushing out the schedule.



Driscoll – Alternates – Parking

Option 2:

Replace the 25 spaces of structured parking with 25 surface parking spaces

- Pros:**
- Parking count already approved by Transportation Board
 - No additional impact on adjacent streets
 - Would not impact program or schedule
-

- Cons:**
- Reduced open space between drive and building



Driscoll – Alternates - Parking

Option 3:

Replace the 25 spaces of structured parking with 12 spaces of surface parking and additional parking on existing streets



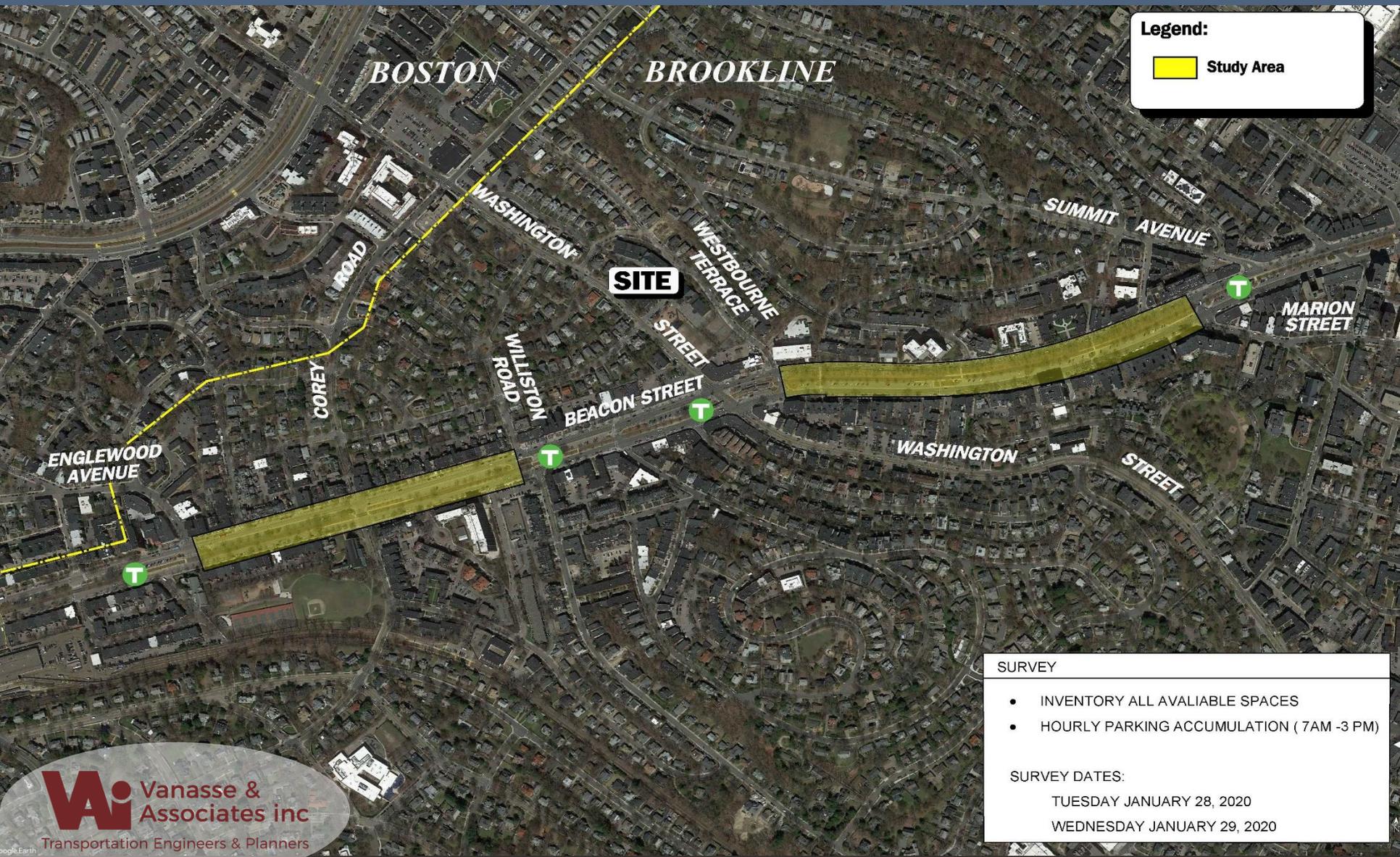
Pros:

- Would not impact program or schedule (assuming T Board approval)

Cons:

- Would require Transportation Board approval.
- Reduced open space between drive and building
- Would have additional impact on street parking

Driscoll School Expansion Beacon Street Parking Study



Agenda

New Driscoll School Parking

1. Project Overview
2. Parking Decisions to Date
3. New Parking Alternatives
4. Decision on Underground Parking

Decision on Underground Parking

Decision for Consideration:

A) Underground Parking.

- Design team would work with School Building Committee to evaluate necessary scope and program SF reductions to reach \$4.4M in savings. Recommendations would be reviewed by the School Committee at future meeting.
- Once approved, the design team would evaluate extended schedule for redesign.

B) Surface / Street Parking

- Design team and Traffic Engineer would coordinate with School staff, Transportation Board, and School Building Committee to create alternatives to be reviewed by the School Committee at future meeting.
- No impact on schedule.

E

MEMORANDUM OF AGREEMENT

BETWEEN

THE BROOKLINE SCHOOL COMMITTEE

AND

THE BROOKLINE EDUCATORS UNION – PARAPROFESSIONAL UNIT

November 2019

The Brookline School Committee (“Committee”) and the Brookline Educators Union – Paraprofessional Unit (“Union”), collectively referred to as the “Parties” agree to extend their September 1, 2016 – August 31, 2019 collective bargaining agreement through August 31, 2020 except as modified by this Memorandum of Agreement. The Parties agree to the following modifications:

1. Duration:
 - A. Article 1.1: Replace “August 31, 2019” with “August 31, 2020”
 - B. Article 12: Revise the years and signature lines in the contract to reflect the appropriate years.
2. Appendix A.2
 - A. Effective September 1, 2019, increase the hourly wage rates by \$1.25 per hour in each of the Salary Schedules except Salary Schedule #17 which is obsolete. (Retroactive pay is limited to employees in the bargaining unit as of the date this Memorandum becomes effective and retirees.)
 - B. Delete Salary Schedule #17 (obsolete schedule)

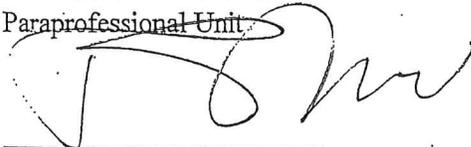
This Memorandum of Agreement is subject to ratification by the membership of the Brookline Educators Union – Paraprofessional Unit and approval by the Brookline School Committee. Agreed to by the negotiating teams for the Parties on the date(s) indicated below:

Negotiating Team for
Brookline School Committee

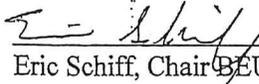
Negotiating Team for
Brookline Educators Union -
Paraprofessional Unit



Michael Glover, Chair
Negotiating Subcommittee



Jessica Wender-Shubow, BEU President



Eric Schiff, Chair BEU Negotiating Team

Date: 12/16/19

Date: 12/16/19.