

Capital Improvements Subcommittee Minutes
Friday, October 1, 2020
12:30 PM-1:40 PM
Remote via Zoom

Capital Improvements Subcommittee Members present: Helen Charlupski (Chair), Andreas Liu, Mariah Nobrega, and Barbara Scotto.

Other School Committee Members present: Suzanne Federspiel and David Pearlman.

School Staff present: Mary Ellen Normen, Matt Gillis, Meaghan Geaney, Erin Cooley, and Robin Coyne.

Others present: Remote Task Force Member David Gacioch.

1) Approval of Minutes

On a motion of Ms. Scotto and seconded by Dr. Liu, the Capital Improvements Subcommittee VOTED UNANIMOUSLY (by roll call) to approve the September 18, 2020 minutes.

On a motion of Ms. Scotto and seconded by Dr. Liu, the Capital Improvements Subcommittee VOTED UNANIMOUSLY (by roll call) to approve the September 25, 2020 minutes.

2) Population of Children Fall 2020

Registration and Enrollment Coordinator Meaghan Geaney reviewed 2020-2021 Student Enrollment (Attachment A), including actual homeroom assignments, Grade 1-8 cohort group estimates, and capacities as identified by Principals for K-5 (and some middle schools where provided already). Grades 9-12 and Brookline Early Education Program (BEEP) are included in the bottom of the chart for overall district numbers. The chart includes METCO and Materials Fee students. Registration has already slowed down, which is earlier than in typical years. The number of international families registering is down significantly. The Data Team is preparing the annual October 1, 2020 reports to submit to the State. Overall registration is down significantly (approximately 1,000 students). Ms. Geaney explained the ways in which the district gathers information on why students left the district. Some students moved; some transferred to private schools; and some are receiving home instruction. The district has approved home school plans for 49 students (will likely be more), which is about double the number in typical years. The Subcommittee discussed the potential impact of reduced enrollment on State Aid.

3) Discussion of Facility Issues for Opening of Schools

Director of Operations Matt Gillis reviewed the Facilities Readiness Summary as of October 1, 2020 (Attachment B). The summary includes the status of the following items for each grade: Personal Protective Equipment (PPE), classroom readiness stickers, spaces needing readiness sticker/testing, HEPA air filter units, and spaces awaiting portable air filter units. Mr. Gillis provided an update on the process to test airflow in large spaces, e.g., Pierce School, auditoriums, gyms, and multi-purpose rooms. Members requested that the Facilities Readiness Summary also include MERV 13 filters and large school spaces. Members noted the tremendous amount of planning and work that has gone into addressing health and safety issues in the schools.

Mr. Gillis provided an update on two issues (sprinklers and water main break) that temporarily impacted 2 Clark Road.

Mr. Gillis provided an update on tents at schools (Attachment C), including the timeline for installing the 30 tents that have already been delivered. He has been in communication with the Principals and the Commissioner of Public Works regarding locations. The Commissioner of Public Works has indicated that the department does not have the capacity to set up, take down, and store tents. The Subcommittee discussed how long the tents can be used, and the possibility of spring use. Members requested that the schools track how much the tents are used. Mr. Gillis will provide an update on tents (with photos) during the October 8, 2020 School Committee meeting.

4) New Business

Ms. Normen reported on an upcoming meeting with Extended Day Directors. Members requested that staff also follow up with After-School Program Directors regarding their concerns.

Ms. Nobrega shared that she posted a personal statement (speaking for herself only) regarding her disappointment that 1st and 2nd Grade students will be not be returning to full-time in-person instruction by October 20, 2020 (will be hybrid).

Ms. Charlupski reported that the Pierce School Building Committee will be meeting on October 6, 2020 to review the Pierce School Project Designer Request for Services.

The next meeting of the Capital Improvements Subcommittee will take place on October 13, 2020.

The meeting adjourned at 1:40 PM.

| 9.29.20 | | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total | | | | | | | | |
|----------------------|--------------------------------|-----|---|---|---|---|---|---|--|--|---|---------|-----------|---------|---|---|---|-----|-----------|
| Baker | Subtotal | 65 | 76 | 69 | 78 | 72 | 69 | 86 | 52 | 86 | 653 | | | | | | | | |
| | Not placed | 1 | | | | 1 | | | 3 | | 5 | | | | | | | | |
| | RLA | 12 | 13 | 9 | 15 | 7 | 8 | 6 | 7 | 14 | 91 | | | | | | | | |
| | total | 54 | 63 | 0 | 60 | 0 | 66 | 0 | 61 | 0 | 80 | 0 | 48 | 0 | 72 | 0 | 567 | | |
| | section 1 | 14 | /14 | 18 | 9:9 /12 | 17 | 9:8 /15 | 16 | 8:8 /12 | 21 | 11:10 /12 | 16 | 8:8 /12 | 18 | 9:9 | 17 | 9:8 | 19 | 10:9 |
| | section 2 | 14 | /14 | 16 | 8:8 /12 | 15 | 8:7 /15 | 16 | 8:8 /12 | 16 | 8:8 /12 | 16 | 8:8 /12 | 17 | 9:8 | 16 | 8:8 | 19 | 10:9 |
| | section 3 | 13 | /14 | 15 | 8:7 /12 | 15 | 8:7 /15 | 16 | 8:8 /12 | 14 | 7:7 /12 | 15 | 8:8 /12 | 17 | 9:8 | 12 | 6:6 | 17 | 9:8 |
| section 4 | 12 | /14 | 14 | 7:7 /12 | 13 | 7:6 /12 | 15 | 7:7 /12 | 14 | 7:7 /12 | 14 | 7:7 /12 | 15 | 8:7 | collapsing one section from 2018/19: 4 to 3 | | 17 | 9:8 | |
| section 5 | | | | | | | | | | | | | 13 | 7:6 | | | collapsing one section from 2019/20: 5 to 4 | | |
| Driscoll | Subtotal | 50 | 50 | 43 | 55 | 55 | 58 | 67 | 56 | 57 | 491 | | | | | | | | |
| | Not placed | | | | | | | 1 | | | 1 | | | | | | | | |
| | RLA | 6 | 12 | 5 | 16 | 7 | 3 | 7 | 6 | 7 | 69 | | | | | | | | |
| | total | 44 | 38 | 0 | 38 | 0 | 39 | 0 | 48 | 0 | 55 | 0 | 61 | 0 | 50 | 0 | 50 | 0 | 423 |
| | section 1 | 12 | /13 | 14 | 7:7 /13 | 14 | 7:7 /13 | 16 | 8:8 /13 | 16 | 8:8 /13 | 20 | 10:10 /13 | 18 | 9:9 | 18 | 9:9 | 18 | 9:9 |
| | section 2 | 12 | /13 | 12 | 6:6 /13 | 14 | 7:7 /13 | 12 | 6:6 /13 | 16 | 8:8 /13 | 18 | 9:9 /13 | 15 | 8:7 | 17 | 9:8 | 17 | 9:8 |
| | section 3 | 12 | /13 | 12 | 6:6 /13 | 10 | 5:5 /13 | 11 | 6:5 /13 | 16 | 8:8 /13 | 17 | 9:8 /13 | 15 | 8:7 | 15 | 8:7 | 15 | 8:7 |
| section 4 | 8 | | | | | | | | | | | | 12 | 6:6 | | | | | |
| Heath | Subtotal | 47 | 52 | 56 | 56 | 42 | 51 | 62 | 45 | 57 | 468 | | | | | | | | |
| | Not placed | 1 | | 1 | | | | | | | 2 | | | | | | | | |
| | RLA | 4 | 3 | 7 | 3 | 6 | 7 | 2 | 12 | 2 | 46 | | | | | | | | |
| | total | 44 | 49 | 0 | 50 | 0 | 53 | 0 | 44 | 0 | 60 | 0 | 33 | 0 | 55 | 0 | 424 | | |
| | section 1 | 12 | /13 | 17 | 9:8 /9 | 17 | 9:8 /10 | 19 | 10:9 /10 | 18 | 9:9 /11 | 17 | 9:8 /9 | 21 | 11:10 /11 | 14 | 7:7 /8 | 20 | 10:10 /10 |
| | section 2 | 11 | /13 | 16 | 8:8 /9 | 17 | 9:8 /10 | 17 | 9:8 /10 | 18 | 9:9 /11 | 14 | 7:7 /9 | 20 | 10:10 /11 | 10 | 5:5 /8 | 18 | 9:9 /10 |
| | section 3 | 10 | /12 | 16 | 8:8 /9 | 15 | 8:7 /10 | 17 | 9:8 /10 | collapsing one section from 2019/20: 3 to 2 | | 13 | 7:6 /9 | 19 | 10:9 /11 | 9 | 5:4 /8 | 17 | 9:8 /10 |
| section 4 | 10 | /12 | | | | | | | | | | | | | | | | | |
| Lawrence | Subtotal | 69 | 71 | 68 | 74 | 61 | 72 | 61 | 57 | 61 | 594 | | | | | | | | |
| | Not placed | | | 1 | | 1 | | 2 | | | 4 | | | | | | | | |
| | RLA | 10 | 13 | 11 | 7 | 8 | 6 | 8 | 7 | 6 | 76 | | | | | | | | |
| | total | 59 | 58 | 0 | 58 | 0 | 67 | 0 | 54 | 0 | 66 | 0 | 55 | 0 | 50 | 0 | 55 | 0 | 522 |
| | section 1 | 12 | /13 | 15 | 8:7 /10 | 17 | 9:8 /10 | 18 | 9:9 /10 | 15 | 8:7 /10 | 17 | 9:8 /10 | 15 | 8:7 /9 | 17 | 9:8 /10 | 19 | 10:9 /11 |
| | section 2 | 12 | /13 | 15 | 8:7 /10 | 15 | 8:7 /10 | 17 | 9:8 /10 | 14 | 7:7 /10 | 17 | 9:8 /10 | 15 | 8:7 /9 | 17 | 9:8 /10 | 18 | 9:9 /11 |
| | section 3 | 12 | /12 | 14 | 7:7 /10 | 14 | 7:7 /10 | 16 | 8:8 /10 | 13 | 7:6 /10 | 17 | 9:8 /10 | 12 | 6:6 /9 | 16 | 8:8 /10 | 18 | 9:9 /11 |
| section 4 | 12 | /12 | 14 | 7:7 /10 | 11 | 6:5 /10 | 16 | 8:8 /10 | 11 | 6:5 /10 | 15 | 8:7 /10 | 11 | 6:5 /9 | collapsing one section from 2019/20: 4 to 3 | | collapsing one section from 2018/19: 4 to 3 | | |
| section 5 | 11 | /12 | | | | | | | | | | | | | | | | | |
| Lincoln | Subtotal | 56 | 47 | 48 | 61 | 53 | 58 | 63 | 55 | 73 | 514 | | | | | | | | |
| | Not placed | 1 | | | 1 | | 1 | | 1 | | 5 | | | | | | | | |
| | RLA | 7 | 7 | 11 | 13 | 6 | 8 | 6 | 11 | 11 | 80 | | | | | | | | |
| | total | 50 | 40 | 0 | 37 | 0 | 49 | 0 | 47 | 0 | 51 | 0 | 57 | 0 | 45 | 0 | 63 | 0 | 439 |
| | section 1 | 13 | /13 | 21 | 11:10 /14 | 20 | 10:10 /12 | 17 | 9:8 /16 | 16 | 8:8 /18 | 18 | 9:9 /15 | 24 | 12:12 | 26 | 13:13 | 22 | 11:11 |
| | section 2 | 12 | /13 | 19 | 10:9 /13 | 17 | 9:8 /12 | 16 | 8:8 /16 | 16 | 8:8 /15 | 17 | 9:8 /14 | 18 | 9:9 | 18 | 9:9 | 21 | 11:10 |
| | section 3 | 12 | /12 | collapsing one section from 2019/20: 3 to 2 | | collapsing one section from 2019/20: 3 to 2 | | 15 | 8:7 /13 | 15 | 8:7 /15 | 15 | 8:7 /13 | 15 | 8:7 | collapsing one section from 2019/20: 3 to 2 | | 19 | 10:9 |
| section 4 | 12 | /12 | | | | | | | | | | | | | | | | | |
| Pierce | Subtotal | 70 | 68 | 77 | 86 | 74 | 85 | 94 | 93 | 69 | 716 | | | | | | | | |
| | Not placed | 2 | 1 | 1 | | | | | | | 4 | | | | | | | | |
| | RLA | 9 | 12 | 14 | 13 | 7 | 11 | 15 | 24 | 15 | 120 | | | | | | | | |
| | total | 63 | 57 | 0 | 64 | 0 | 73 | 0 | 67 | 0 | 74 | 0 | 79 | 0 | 69 | 0 | 54 | 0 | 600 |
| | section 1 | 13 | /13 | 15 | 8:7 /10 | 16 | 8:8 /14 | 19 | 10:9 /14 | 18 | 9:9 /11 | 19 | 10:9 /12 | 17 | 9:8 | 18 | 9:9 | 14 | 7:7 |
| | section 2 | 12 | /11 | 15 | 8:7 /10 | 16 | 8:8 /12 | 18 | 9:9 /14 | 17 | 9:8 /11 | 19 | 10:9 /12 | 16 | 8:8 | 18 | 9:9 | 14 | 7:7 |
| | section 3 | 12 | /11 | 14 | 7:7 /10 | 16 | 8:8 /10 | 18 | 9:9 /9 | 16 | 8:8 /10 | 18 | 9:9 /11 | 16 | 8:8 | 17 | 9:8 | 13 | 7:6 |
| section 4 | 12 | /11 | 12 | 6:6 /9 | 15 | 8:7 /9 | 18 | 9:9 /9 | 16 | 8:8 /9 | 18 | 9:9 /11 | 15 | 8:7 | 16 | 8:8 | 13 | 7:6 | |
| section 5 | 12 | /10 | collapsing one section from 2019/20: 5 to 4 | | collapsing one section from 2019/20: 5 to 4 | | collapsing one section from 2019/20: 5 to 4 | | collapsing one section from 2019/20: 5 to 4 | | collapsing one section from 2019/20: 5 to 4 | | 15 | 8:7 | collapsing one section from 2019/20: 5 to 4 | | | | |
| Ruffin Ridley | Subtotal | 95 | 86 | 90 | 88 | 91 | 88 | 82 | 87 | 87 | 794 | | | | | | | | |
| | Not placed | | | | | | | | | 1 | 1 | | | | | | | | |
| | RLA | 15 | 14 | 6 | 8 | 15 | 4 | 8 | 7 | 6 | 83 | | | | | | | | |
| | total | 80 | 72 | 0 | 84 | 0 | 80 | 0 | 76 | 0 | 84 | 0 | 74 | 0 | 80 | 0 | 82 | 0 | 712 |
| | section 1 | 11 | /12 | 20 | 10:10 /12 | 21 | 11:10 /12 | 21 | 11:10 /12 | 20 | 10:10 /12 | 18 | 9:9 /12 | 19 | 10:9 | 24 | 12:12 | 23 | 12:11 |
| | section 2 | 11 | /12 | 18 | 9:9 /12 | 17 | 9:8 /12 | 20 | 10:10 /12 | 20 | 10:10 /12 | 17 | 9:8 /12 | 18 | 9:9 | 23 | 12:11 | 21 | 11:10 |
| | section 3 | 10 | /12 | 17 | 9:8 /12 | 16 | 8:8 /12 | 20 | 10:10 /12 | 19 | 10:9 /12 | 17 | 9:8 /12 | 18 | 9:9 | 17 | 9:8 | 18 | 9:9 |
| section 4 | 10 | /12 | 17 | 9:8 /12 | 15 | 8:7 /12 | 18 | 9:9 /12 | 17 | 9:8 /12 | 16 | 8:8 /12 | 17 | 9:8 | 15 | 8:7 | 17 | 9:8 | |
| section 5 | 10 | /12 | collapsing one section from 2020/21: 5 to 4 | | collapsing one section from 2020/21: 5 to 4 | | collapsing one section from 2020/21: 5 to 4 | | collapsing one section from 2020/21: 5 to 4 | | collapsing one section from 2020/21: 5 to 4 | | 15 | 8:7 /12 | collapsing one section from 2020/21: 5 to 4 | | collapsing one section from 2020/21: 5 to 4 | | |
| section 6 | 10 | /12 | | | | | | | | | | | | | | | | | |
| section 7 | 10 | /12 | | | | | | | | | | | | | | | | | |
| section 8 | 8 | /12 | | | | | | | | | | | | | | | | | |
| Runkle | Subtotal | 39 | 54 | 55 | 52 | 51 | 63 | 55 | 61 | 67 | 497 | | | | | | | | |
| | Not placed | | 1 | | | | | 1 | | | 2 | | | | | | | | |
| | RLA | 5 | 10 | 7 | 6 | 12 | 6 | 6 | 4 | 6 | 62 | | | | | | | | |
| | total | 34 | 45 | 0 | 46 | 0 | 39 | 0 | 57 | 0 | 50 | 0 | 57 | 0 | 61 | 0 | 437 | | |
| | section 1 | 11 | /12 | 15 | 8:7 /13 | 23 | 12:11 /13 | 23 | 12:11 /13 | 13 | 7:6 /13 | 21 | 11:10 /13 | 17 | 9:8 | 20 | 10:10 | 20 | 10:10 |
| | section 2 | 11 | /12 | 14 | 7:7 /13 | 21 | 11:10 /13 | 20 | 10:10 /13 | 13 | 7:6 /13 | 18 | 9:9 /13 | 15 | 8:7 | 19 | 10:9 | 19 | 10:9 |
| | section 3 | 9 | /12 | 11 | 6:5 /13 | collapsing one section from 2019/20: 3 to 2 | | collapsing one section from 2019/20: 3 to 2 | | 10 | 5:5 /13 | 17 | 9:8 /13 | 14 | 7:7 | 13 | 7:6 | 19 | 10:9 |
| RISE cohort sections | | 7 | | 7 | | 6 | | 9 | | | | | | | | | | | |
| BHS | All models Subtotal | 511 | 490 | 515 | 505 | 20 | BHS Subtotal | | 2041 | Subtotal K-12+ enrolled (All models) | | 6768 | | | | | | | |
| | Not placed | | | | | 3 | Not placed subtotal | | 3 | Not placed subtotal | | 27 | | | | | | | |
| | RLA | 75 | 72 | 83 | 68 | 1 | | | 299 | K-12 Remote Only Subtotal | | 926 | | | | | | | |
| | School Based total | 436 | 418 | 438 | 437 | 19 | BHS Grand Total | | 1748 | Grand Total SCHOOL BASED K-12+ enrolled | | 5872 | | | | | | | |
| BEEP | BEEP2 | | BEEP3 | | BEEP4 | | BEEP Grand Total | | | | | | | | | | | | |
| | BEEP School Based total | 25 | 55 | 93 | 173 | | | | Grand Total SCHOOL BASED PK-12+ enrolled' | | 6045 | | | | | | | | |

Faculties Readiness Summary 10/1/20

| School Building | PPE Set Up | Classroom Stickers | Spaces Needing Sticker/Test | HEPA Units Through | Spaces Awaiting Portables | Notes |
|--------------------|------------|--------------------|--|--------------------|---------------------------|--|
| BEEP @ Putterham | Done | Done | None | Done | None | Returned on 9/16 |
| BEEP @ Beacon | Done | Done | None | Done | None | Returned on 9/16 |
| BEEP @ Clark | Done | Done | None | Done | None | Returned on 9/16 |
| BEEP @ Runkle | Done | Done | None | Done | None | Returned on 9/16 |
| BEEP at Ridley | Done | Done | None | Done | None | Returned on 9/16 |
| BEEP @ Heath | Done | Done | None | Done | None | Returned on 9/16 |
| BEEP @ Lynch | Done | Done | None | Done | None | Returned on 9/16 |
| Grades K-8 | | | | | | |
| Baker | Done | Done | Auditorium, Gym, MPR, Library | K-5 and Gr. 8 | Some 6-7 | Need to create stickers based on cubic liter per second, awaiting delivery of HEPA units |
| Heath | Done | Done | Need Balancing Report for Gym | K-6 | some 7-8 | Need to create stickers based on cubic liter per second |
| Runkle | Done* | Done | MPR, Gym | K-5 | Some 7-8 | Need to create stickers based on cubic liter per second |
| New Lincoln | Done | Done | Gym & Auditorium | K-8 | a few | awaiting delivery of correct size units |
| Pierce | Done | about 80% | Some classrooms, gym, café | K-6 | depends on testing | Need to create stickers based on cubic liter per second, awaiting delivery of HEPA units |
| Driscoll | Done* | Done | Library, Gym | K-5 | some 6-8 | Need to create stickers based on cubic liter per second, awaiting delivery of HEPA units |
| Ridley | Done* | about 80% | Need current balancing report for renovated spaces, media center, gyms, café | k- | depends on testing | Need to create stickers based on cubic liter per second, awaiting delivery of HEPA units |
| Lawrence | Done* | Done | Music classroom, auditorium, gym, | k-5 | some 6-8 | Need to create stickers based on cubic liter per second, awaiting delivery of HEPA units |
| Grades 9-12 | | | | | | |
| OLS | Done | | Gym & Auditorium | All | None | Special Ed using spaces since 9/16, need to return to 115 Greenough |
| Baldwin | Done | Done | None | ALL | None | Returned on 9/16 |

| | | | | | | |
|----------------------|--------------------|------|--------------------------------|----------|--------------------|--|
| 115 Greenough | Started | Done | Gym & Auditorium, Room 120 | very few | Most | Special Ed spaces first, awaiting delivery of more units |
| UAB | For 10/5 | 80+% | Former Auto shop, Room 16, BIG | Most | depends on testing | Need to create stickers based on cubic liter per second, awaiting delivery of HEPA units |
| Tappan | starting next week | | | | | |

* Awaiting a small # of things for small # of spaces (delivery expected this week)
some schools need a face shields, or a few boxes of gloves or some small pump bottles of hand sanitizer

| Seasonal Tent | School Address | # of Sections by Grade | Tents by 9:28 Site Visit with vendor | Location(s) | 2nd location | stakes |
|---------------|---------------------|------------------------|--------------------------------------|--|---|--------|
| Baker | 205 Beverly Road | 4 | 4 | tennis court # 4 (behind building), (2 tents) | 4 square and basketball (2 tents) | 0 |
| Heath | 100 Elliot Street | 3 | 3 | 1.) rear parking lot, near handicap parking spaces | (1) Near front parking lot next to wood chips and (1) near Elliot St corner abutt property | 1 |
| Runkle | 50 Druce Street | 3 | 1 | small field, stakes | | 1 |
| Lincoln | 4 Kennard Road | 3 | 2 | corner of cafe parking lot | | 0 |
| OLS | 194 Boylston Street | N/A | 2 | (1) across street @ Boylston Park B-ball court | (1) in outfield of T-ball, nearest fence to basketball courts | 1 |
| Pierce | 50 School Street | 5 | 4 | (3) Across outfield, all stakes | (1) in passive circle of grass around walk way near playground equipment | 4 |
| Lawrence | 27 Francis Street | 4 | 3 | (2) in tennis court closest to the field | 1, side next to apartment building, stakes | 1 |

| | | | | | | |
|-----------------------|-----------------------|-------|----|---|--|----|
| Driscoll | 64 Westbourne Terrace | 3 (4) | 4 | 2 field, nearly abut playground fence/parking | 2, use one tennis court | 2 |
| Florida Ruffin Ridley | 345 Harvard Street | 5 | 3 | (1) in front of Devotion house, stakes, need dig safe, (1) between bike racks at end of playground and playground equip to gym side of building | (1) paved lot abuts Zaftigs, would end or alter their use of outdoor dining (2) tennis courts still too far away? -Awaiting Principal Confirmation | 1 |
| Lynch | | | | | | |
| Putterham | | | | | | |
| Beacon | | | | | | |
| Clark | | | | | | |
| BHS | 115 Greenough Street | N/A | 3 | Cypress field, behind soccer ne | | 3 |
| UAB | | | | | | |
| Tappan | | | | | | |
| Baldwin | 484 Heath Street | 1 | 1 | Field, flat area, behind sachoool | | 1 |
| | | 28 | 30 | | | 15 |