

LEXINGTON SCHOOL COMMITTEE MEETING
Tuesday, January 12, 2016
Lexington Town Office Building, Selectmen's Meeting Room
1625 Massachusetts Avenue

All agenda items and the order of items are approximate and subject to change.

6:30 p.m. Call to Order:

6:31 p.m. Executive Session (50 minutes)

- a) Exemption 3 – To Discuss Strategy with Respect to Collective Bargaining Pertaining to LEA - Technology Unit (15 Minutes)
- b) Exemption 3 – To Discuss Strategy with Respect to Collective Bargaining Pertaining LEA - Unit C (30 Minutes)
- c) Exemption 3 – To Discuss Strategy with Respect to Collective Bargaining Pertaining LEA - Unit D (5 Minutes)

7:21 p.m. Return to Public Session and Welcome (5 minutes):

(Approx.) Public Comment – Written comments to be presented to the School Committee; oral presentations not to exceed three minutes)

7:26 p.m. Superintendent's Announcements:

7:31 p.m. School Committee Member Announcements:

7:36 p.m. Consent Agenda (2 minutes):

1. Vote to Accept a \$150 Donation from Lueders Environmental, Inc.
2. Accept Liaison Report from Permanent Building Committee Meeting, 12/15/15, Judy Crocker
3. Accept Liaison Report from Integrated Design Meeting, 12/11/15, Judy Crocker
4. Accept Update from Plus One Meeting, 11/30/15, Judy Crocker
5. Vote to Approve School Committee Minutes of December 15, 2015

7:38 p.m. Agenda:

1. Capital Projects Update (40 minutes)
 - a) Clarke
 - b) Diamond
 - c) Harrington Elementary Expansion Study
2. Capital Action Items (40 Minutes)
 - a) Middle School Intensive Learning Program (ILP) recommendations for Clarke and Diamond
 - b) Vote on removing Diamond pair of classrooms previously identified for moderate ILP
 - c) Vote on placement of modular units at elementary schools
 - d) Vote on recommended HVAC options
 - e) Vote on Value Engineering (V/E) recommendations for Clarke and Diamond Projects
 - f) Vote to Request Board of Selectmen to Release Remaining Clarke, Diamond, and Modular Classroom Project Funds
3. Superintendent's FY 17 Recommended Budget (30 minutes)
4. Superintendent Staffing Recommendation (10 minutes)

9:48 p.m. Adjourn:

Policy AD: Mission/Vision of the Lexington Public Schools

The Lexington Public Schools serve to inspire and empower every student to become a lifelong learner prepared to be an active and resilient citizen who will lead a healthy and productive life. Educators, staff, parents, guardians and community members will honor diversity and work together to provide all students with an education that ensures academic excellence in a culture of caring and respectful relationships.

The next scheduled meetings of the School Committee are as follows:

- Tuesday, January 19, 2016 – 7:00 p.m., Cary Memorial Building, Battin Hall, 1605 Massachusetts Avenue (Public Hearing on the Superintendent’s Recommended FY 17 Budget)
- Saturday, January 23, 2016 – 10:00 a.m.; Lexington High School Auditorium, 251 Waltham Street (Public Hearing on the Superintendent’s Recommended FY 17 Budget)

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: December 29, 2015

ITEM NUMBER: A.1.a. and A.1.b.

AGENDA ITEM TITLE: Capital Projects Update –
a) Clarke
b) Diamond

PRESENTER: Pat Goddard

SUMMARY:

The attached DiNisco presentation was presented at the joint meeting of the PBC and School Committee on December 22, 2015.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting
or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

None

FOLLOW-UP:

REQUESTED MEETING DATE: January 5, 2016

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: Lexington PBC Meeting, Multiple Schools Construction Project

DATE: _____
END TIME ON AGENDA

LEAVE BLANK

AGENDA ITEM SUMMARY **LEXINGTON SCHOOL COMMITTEE MEETING**

TODAY'S DATE: December 29, 2015

ITEM NUMBER:

A.1.C

AGENDA ITEM TITLE: Harrington Elementary Expansion Study

PRESENTER: Pat Goddard

SUMMARY:

DiNisco Design has completed the study on determining the expansion possibilities for Harrington Elementary School. The study identifies a 30 classroom school, without LCP, and a 24 classroom school, with LCP.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting
or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

None

FOLLOW-UP:

Should additional information be requested, a proposal can be obtained from DiNisco to develop the additional information and School Committee can determine if they recommend a release of funds from March STM Article 2 for this additional study.

REQUESTED MEETING DATE: January 5, 2016

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: Harrington Elementary School Expansion Feasibility Study

DATE: _____
END TIME ON AGENDA

LEAVE BLANK

**HARRINGTON ELEMENTARY SCHOOL
EXPANSION FEASIBILITY STUDY**

- Overview
- Options Narratives
- Attachments

DDP was asked to further study the feasibility of expanding the existing Harrington Elementary School to accommodate the growing student population.

Overview

The existing building is approximately 80,600 GSF and contains 3 pre-kindergarten classrooms, 22 general classrooms, and related support spaces, such as art, music, and Special Education. The school is located on a 19.1-acre shared with the Old Harrington School building, currently used as administration space by the school department. The site has two vehicular access points, a drop off loop, and parking for approximately 165 cars. The site also has separate outdoor play areas for the pre-kindergarten Lexington Children's Place (LCP) and the elementary school, as well as large playfields. Approximately 2.9 acres of the site are wooded, including some wetland.

Assumptions

1. LCP program expansion is based upon meetings with Lexington Public Schools (LPS).
2. Reconfiguration of gym and expansion of cafeteria are included in both options.

Options Considered

Two building options and four site options were considered.

Option 1 - 30 Classroom School

- (8) classroom renovation / additions
 - LCP relocated off-site
 - Gym reconfiguration
 - Cafeteria expansion and reconfiguration
- A. Limited Site work
 - B. Comprehensive site work

Option 2 - 24 Classroom School

- (8) classroom renovation / additions
 - LCP expansion in present location
 - Gym reconfiguration
 - Cafeteria expansion and reconfiguration
- A. Limited site work
 - B. Comprehensive site work

Project Costs

Based upon 30 June 2015 project costs.

30 Classroom School

Option 1A	\$17,681,000	Limited site work
Option 1B	\$20,769,000	Comprehensive site work

24 Classroom School

Option 2A	\$17,681,000	Limited site work
Option 2B	\$20,769,000	Comprehensive site work

Option 1A - (30) Classroom School - Limited Site Work (No LCP at Harrington)

Option 1A accommodates projected growth at Harrington Elementary School by building a 16,310 SF addition to the existing building and reclaiming the space currently occupied by the LCP for use by the elementary school.

The removal of the LCP and renovation of this area frees up four classrooms for use by the elementary school. In-room toilet facilities that were required for the LCP are no longer necessary in general education classrooms and are converted to storage.

An eight-classroom addition off of the West wing brings the number of classrooms to (30), which not only accommodates the projected number of students, but also allows for growth at other schools to be redistricted into Harrington. New spaces for art, music and Special Education satisfy program requirements. An expanded and reconfigured cafeteria is appropriately sized based on the school's additional capacity. The gym is reconfigured to accommodate the cafeteria expansion.

Option 1A does not address problems with the existing site circulation and configuration. Site work is limited to what is required to accommodate the new addition and maintain parking quantities. The removal of the LCP, however, does free up one play area to be dedicated to the kindergarten, though it is not located immediately adjacent to the building.

Pros

- Accommodates projected student enrollment plus students from other districts.
- Gym & cafeteria appropriately sized for redistricted students
- New art, music, & SPED spaces meet program for larger school
- Addresses egress code compliance issues
- Lower site costs
- Designated kindergarten play area
- 230 parking spaces vs. 190 existing

Cons

- Creates relocation of LCP space off-site.
- Renovations require temporary loss of existing spaces
- Not all classrooms clustered by grade level
- Kindergarten play area located across parking lot and road
- Fails to address site congestion
- Minimal traffic / safety improvements

Project Costs

Based upon the 30 June 2015 Feasibility Study Cost Estimate, the Project Cost for this option is \$16,371,000 plus \$1,310,000 owner's contingency.

Total Project Cost is **\$17,681,000.**

Option 1B - (30) Classroom School - Comprehensive Site Work (No LCP at Harrington)

Building renovation / addition comments are the same as Option 1A.

Option 1B reconfigures the entire site to address congestion during busy drop-off and pick-up times. A new loop around the entire site separates administration building traffic and elementary school traffic, and eliminates the need for a turnaround. Buses and parents now have dedicated drop-off areas. The new site configuration creates separate play areas for the kindergarten and the elementary school.

Pros

- Accommodates projected Harrington students plus redistricted students.
- Gym & cafeteria appropriately sized for redistricted students
- New art, music, & SPED spaces meet program for larger school
- Addresses egress code compliance issues
- Separate designated kindergarten play area
- 205 parking spaces vs. 190 existing
- Optimum traffic / safety improvements. Conversion of added green space can be developed for additional parking if required.

Cons

- LCP location unresolved
- Renovations require temporary loss of existing spaces
- Not all classrooms clustered by grade level
- High site costs

Project Costs

Based upon the 30 June 2015 Feasibility Study Cost Estimate, the Project Cost for this option is \$19,247,000 plus \$1,540,000 owner's contingency.

Total Project Cost is **\$20,769,000**.

Option 2A - (24) Classroom School - Limited Site Work (LCP at Harrington)

Option 2A accommodates projected growth at Harrington Elementary School by building a 15,890 SF addition to the existing building.

Selective renovation of the existing building allows for expansion of the LCP adjacent to its current location on the first floor of the building's East wing. The LCP is able to share certain building services with the elementary school while maintaining a separate entrance and its own administrative spaces.

An eight-classroom addition off of the West wing brings the number of classrooms to (24), which accommodates the projected enrollment of Harrington students only. This option also provides sufficient space for programs, including Special Education and the arts. An expanded and reconfigured cafeteria is appropriately sized based on the school's additional capacity. The gym is reconfigured to accommodate the cafeteria expansion. This option does not allow for students from other elementary schools to be redistricted to Harrington.

Option 2A does not address problems with the existing site circulation and configuration. Site work is limited to what is required to accommodate the new addition and maintain parking quantities.

Pros

- Eliminates need for a new LCP site
- Accommodates projected Harrington student enrollment
- Gym & cafeteria appropriately sized
- Classrooms clustered together by grade level
- Addresses egress code compliance issues
- Lower site costs
- 230 parking spaces vs. 190 existing

Cons

- Limits future growth of LCP
- Renovations create temporary loss of existing spaces
- Fails to address site congestion
- LCP play area remains at current location (across parking lot and road from school)
- No dedicated kindergarten play area
- Minimal traffic / safety improvements

Project Costs

Based upon the 30 June 2015 Feasibility Study Cost Estimate, the Project Cost for this option is \$16,371,000 plus \$1,310,000 owner's contingency.

Total Project Cost is **\$17,681,000**.

Option 2B - (24) Classroom School - Comprehensive Site Work (LCP at Harrington)

Option 2B accommodates projected growth at Harrington Elementary School by building a 15,890 SF addition to the existing building.

Building renovation / addition comments are the same as Option 2A.

Option 2B reconfigures the entire site to address congestion during busy drop-off and pick-up times. A new loop around the entire site separates administration building traffic and elementary school traffic, and eliminates the need for a turnaround. Buses and parents now have separate dedicated drop-off areas. The new site configuration creates separate play areas for the LCP and the elementary school adjacent to the building in a safe and confined area. However, this plan does not create a dedicated kindergarten play area.

Pros

- Satisfies the LCP program based upon current requirements
- New dedicated outdoor play area for LCP
- Gym & cafeteria appropriately sized
- Accommodates projected Harrington student enrollment
- Classrooms clustered by grade level
- Addresses egress code compliance issues
- New play areas for elementary students
- Improves site function and circulation
- 205 parking spaces vs. 190 existing
- Optimum traffic / safety improvements. Conversion of added green space can be developed for additional parking if required.

Cons

- Limits future growth of LCP at Harrington School
- Renovations require temporary loss of existing spaces
- High site costs
- No dedicated kindergarten play area

Project Costs

Per the 30 June Feasibility Study Cost Estimate, the Project Cost for this option is \$19,247,000 plus \$1,540,000 owner's contingency.

Total Project Cost is **\$20,769,000**.

OPTIONS NARRATIVE
HARRINGTON ELEMENTARY SCHOOL

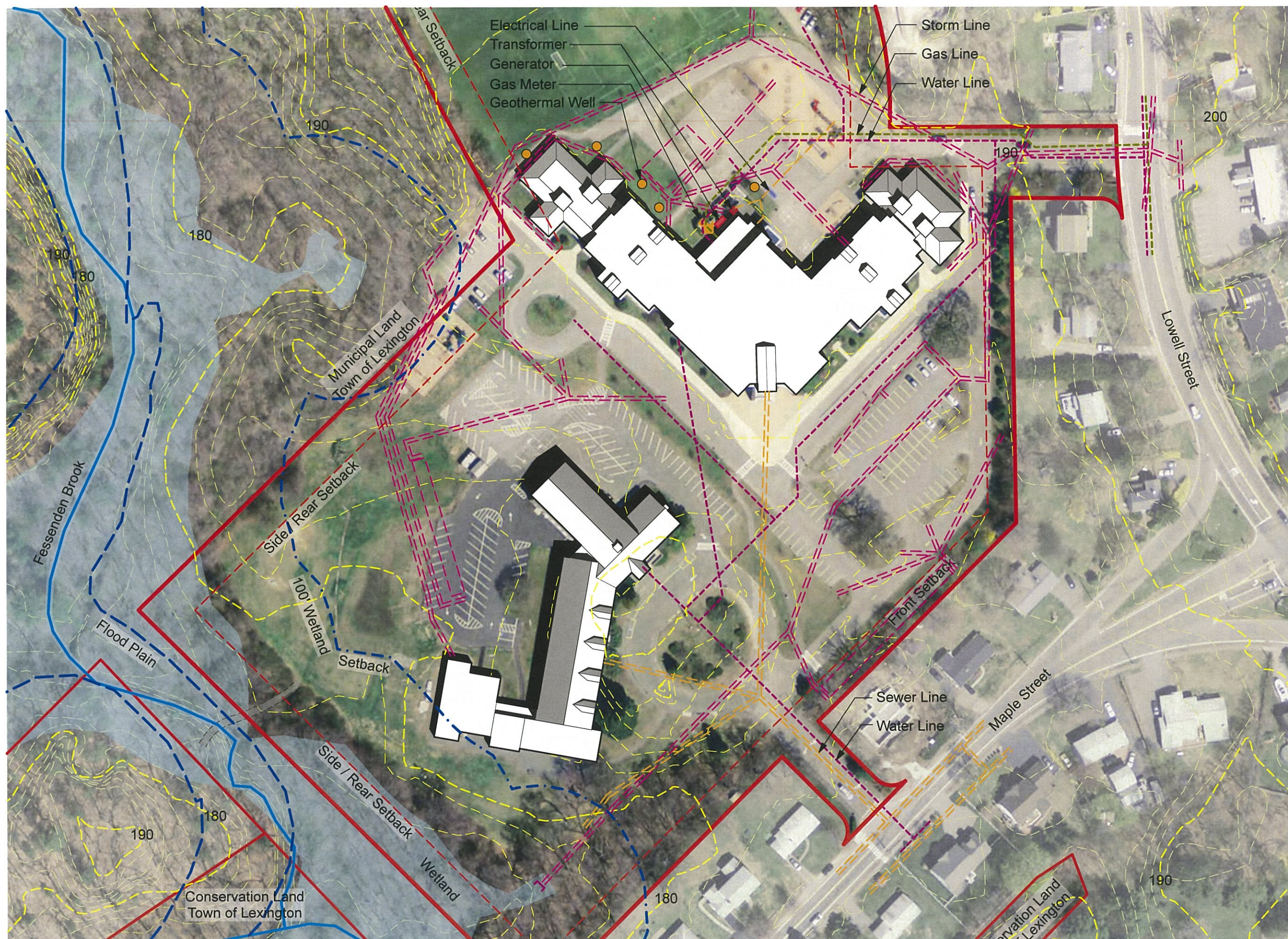
Attachments: Options Narrative
Existing Site Plan
Existing Floor Plans
Renovation / Addition Option 1A - Site Plan
Renovation / Addition Option 1B - Site Plan
Renovation / Addition Option 1 - Floor Plans
Renovation / Addition Option 2A - Site Plan
Renovation / Addition Option 2B - Site Plan
Renovation / Addition Option 2 - Floor Plans
Proposed Space Summary, Option 1
Proposed Space Summary, Option 2

Harrington Elementary School

Lexington, MA

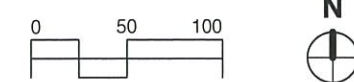
Multiple Schools Project:
Feasibility Study

Existing Site Plan



Legend

- Wetland
- Flood Plain
- 100' Wetland Setback
- 200' Riverfront Setback
- 220 Contours
- Storm
- Sewer
- Water
- Gas
- Electrical
- Transformer
- Generator
- Gas Meter
- Geothermal Well



28 DECEMBER 2015

DiNisco Design Partnership
Limited
architects and planners

**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

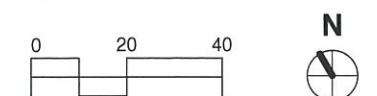
**Existing Floor Plan
First Floor**



LEGEND

Yellow	CLASSROOM
Light Green	SPECIAL EDUCATION
Yellow	LIBRARY
Light Purple	ART/MUSIC
Blue	STAGE
Red	GYMNASIUM
Orange	KITCHEN/CAFETERIA
Green	ADMINISTRATION
Brown	BUILDING SERVICES
White	CIRCULATION

Total Existing 80,572 GSF



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**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

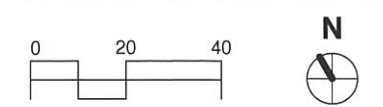
**Existing Floor Plan
Second Floor**



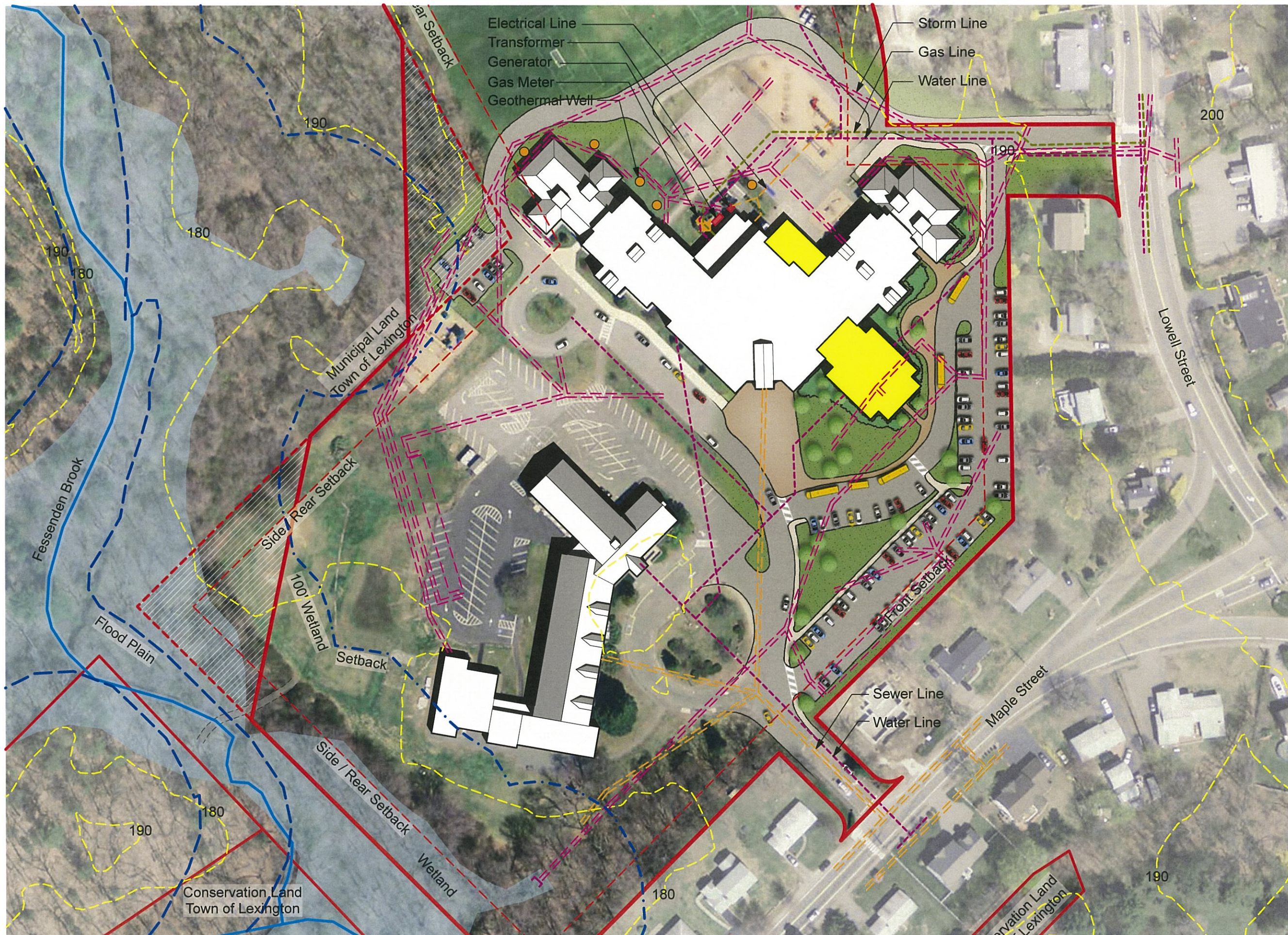
LEGEND

CLASSROOM
SPECIAL EDUCATION
LIBRARY
ART/MUSIC
STAGE
GYMNASIUM
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ADMINISTRATION
BUILDING SERVICES
CIRCULATION

Total Existing 80,572 GSF



28 DECEMBER 2015



**Harrington
Elementary School**

Lexington, MA

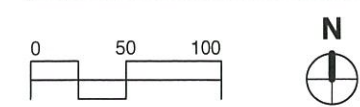
Multiple Schools Project:
Feasibility Study

**Option 1A
30 Classroom School
Limited Site Work**

Proposed Site Plan

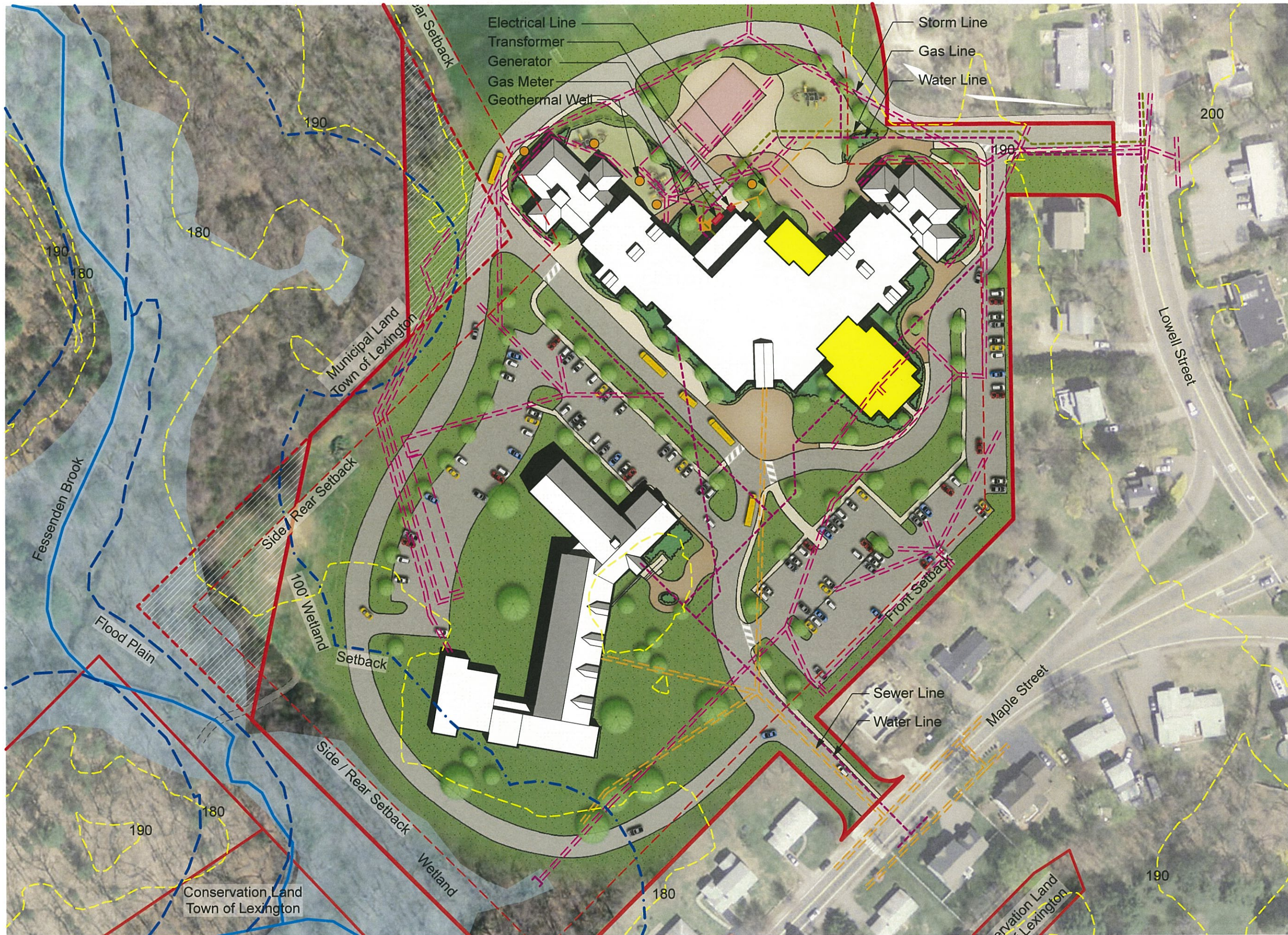
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DiNisco Design Partnership
Limited
architects and planners



**Harrington
Elementary School**

Lexington, MA

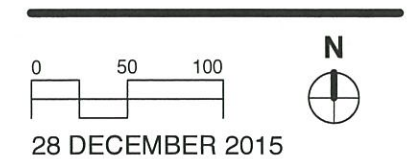
Multiple Schools Project:
Feasibility Study

Option 1B
30 Classroom School
Comprehensive
Site Work

Proposed Site Plan

Legend

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28 DECEMBER 2015

**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

**Option 1
30 Classroom School**

**Proposed Floor Plan
First Floor**

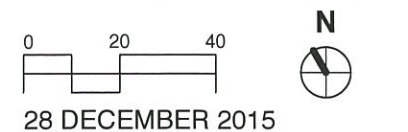
LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

- DEMOLISHED
- RENOVATED
- NEW



Total Existing	68,673 GSF
Total Reno	11,899 GSF
Total Cafe Add	1,840 GSF
Total Classrm Add	14,470 GSF
TOTAL	96,882 GSF



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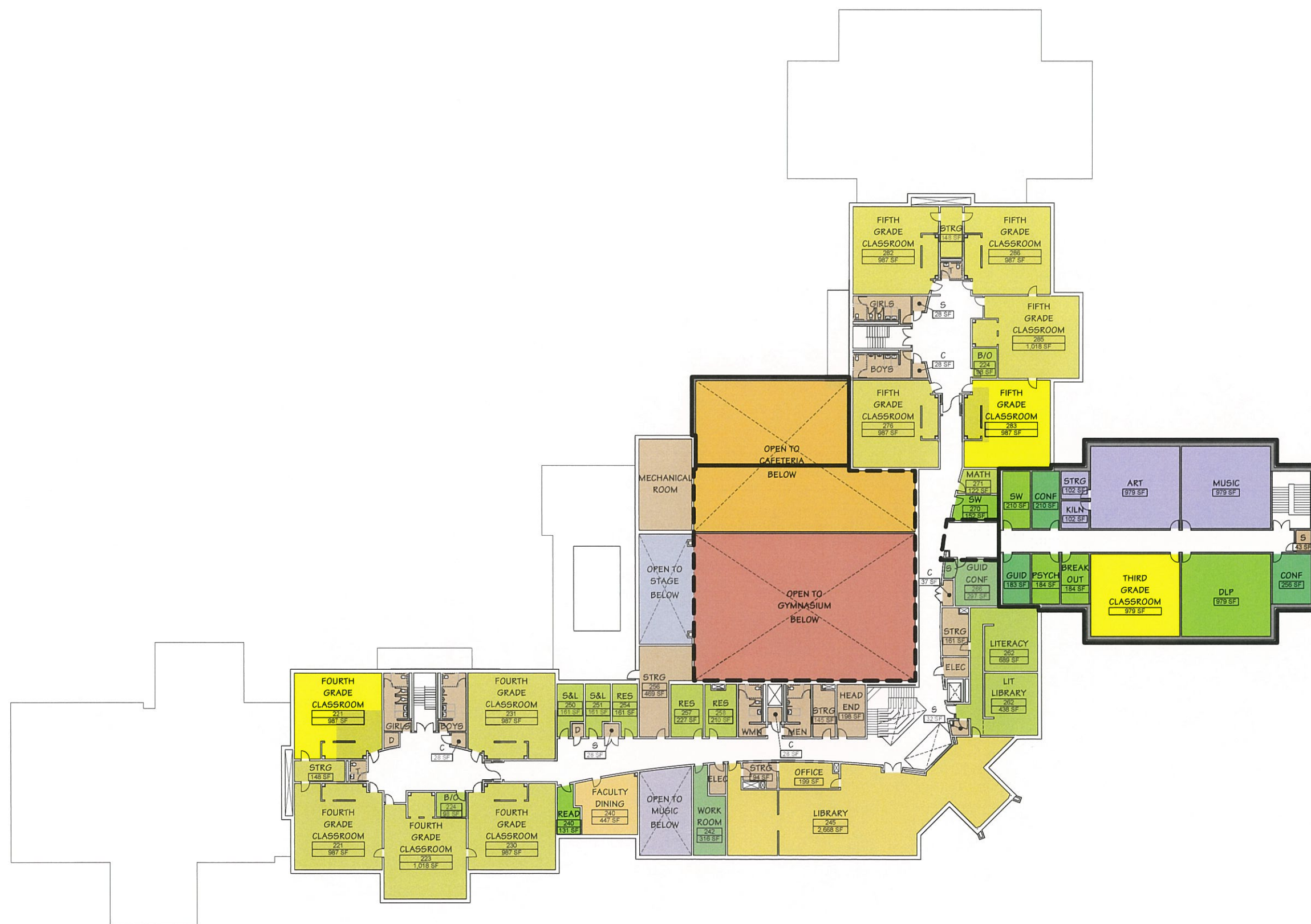
**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

**Option 1
30 Classroom School**

**Proposed Floor Plan
Second Floor**

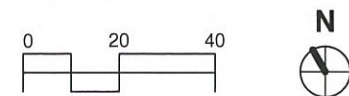


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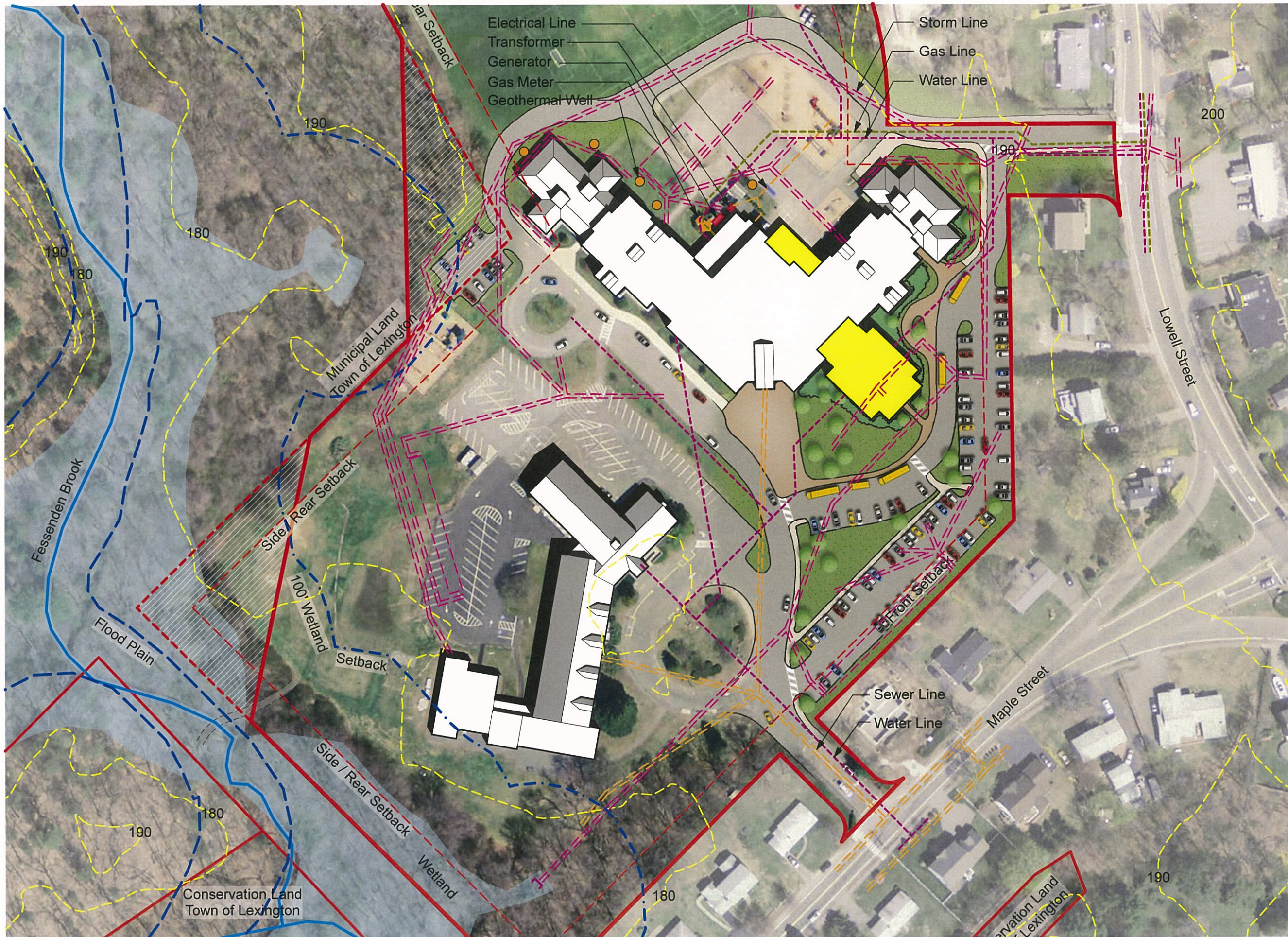
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 RENOVATED
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**Harrington
Elementary School**

Lexington, MA

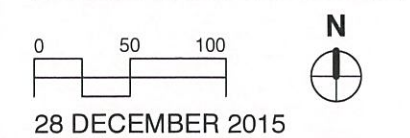
Multiple Schools Project:
Feasibility Study

Option 2A
24 Classroom School
Limited Site Work

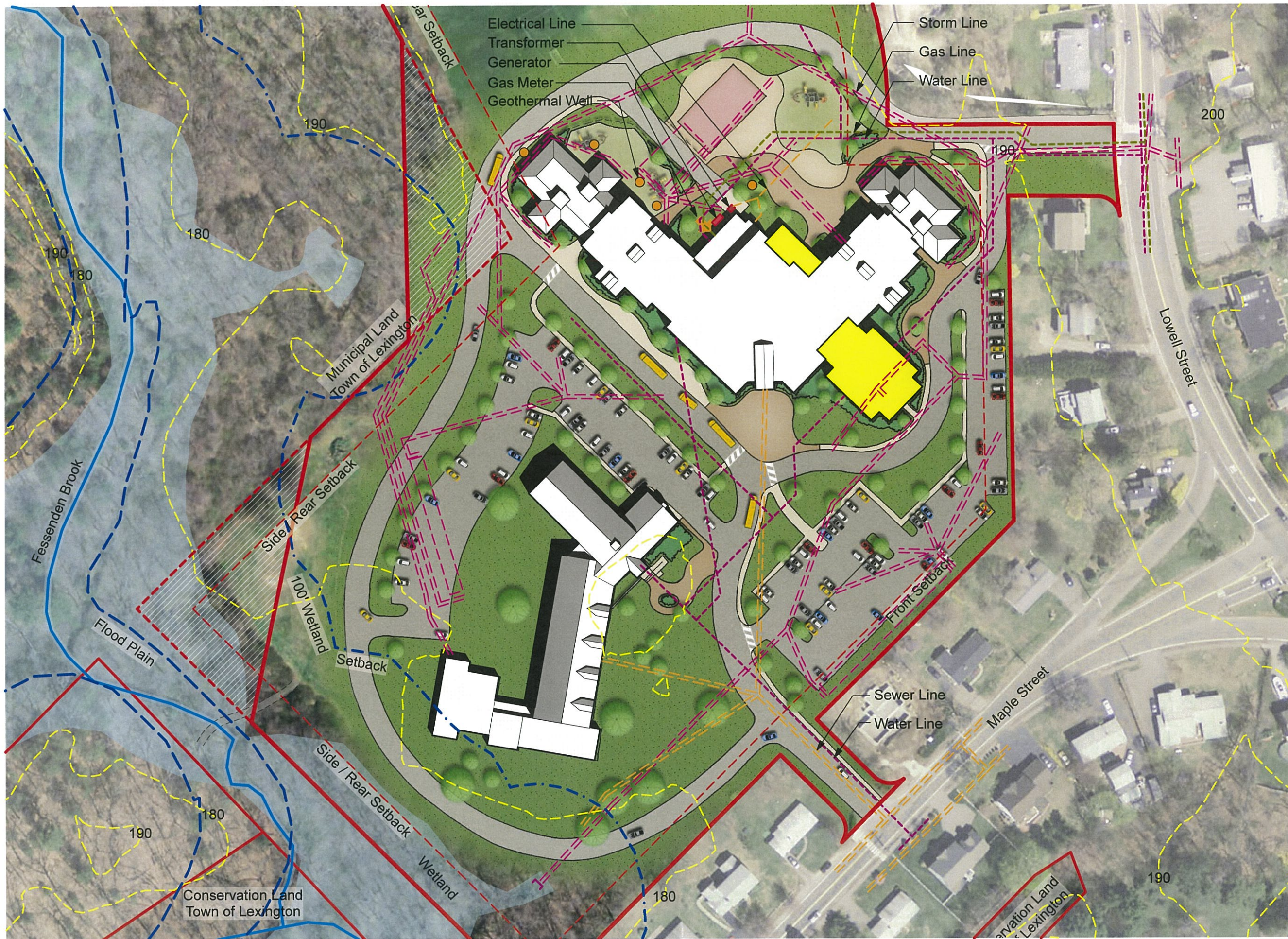
Proposed Site Plan

Legend

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28 DECEMBER 2015



**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

Option 2B
24 Classroom School
Comprehensive
Site Work

Proposed Site Plan

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28 DECEMBER 2015

DiNisco Design Partnership
architects and planners

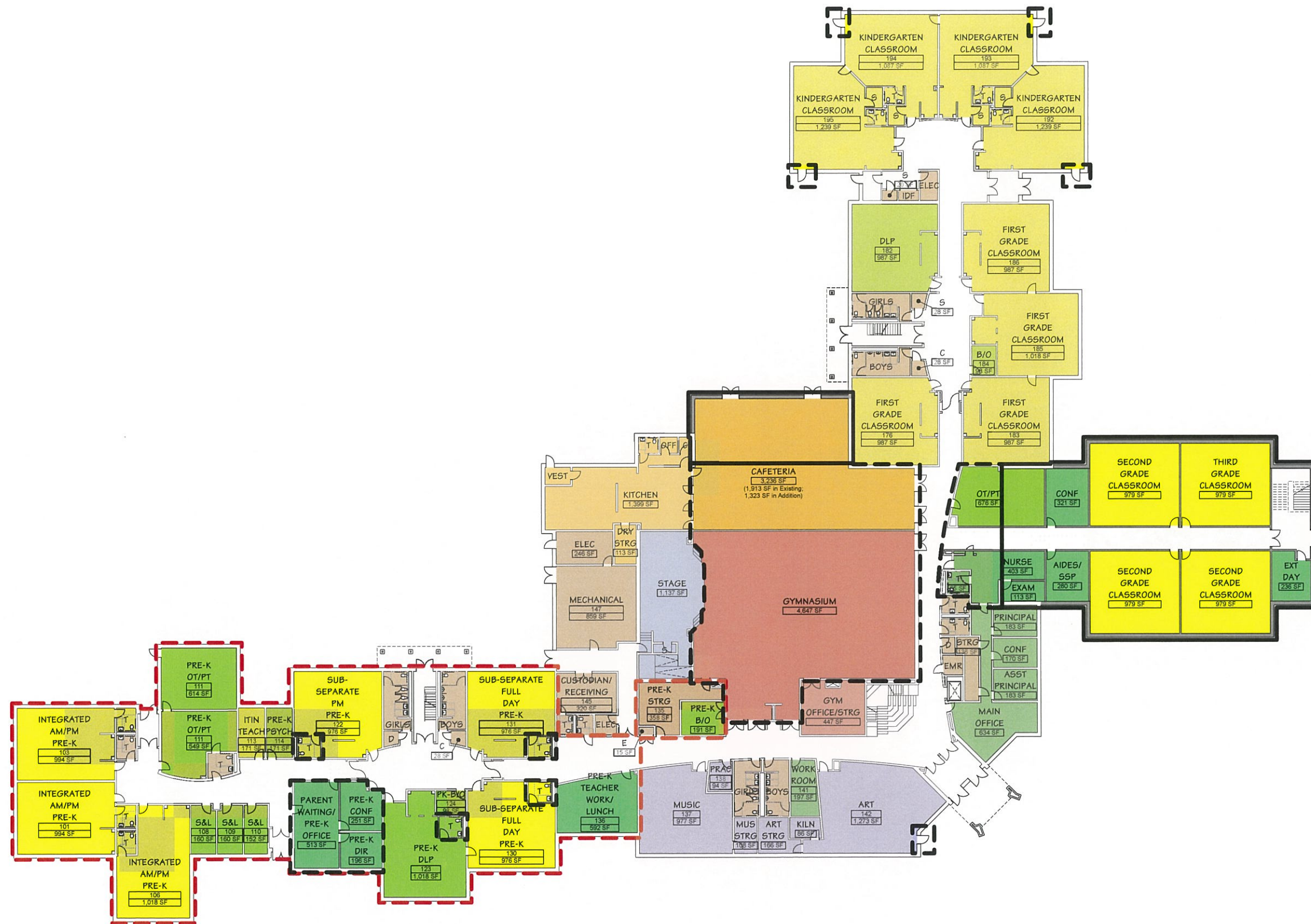
**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

**Option 2
24 Classroom School**

**Proposed Floor Plan
First Floor**

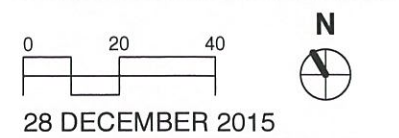


LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

DEMOLISHED
 RENOVATED
 NEW
 LCP

Total Existing	70,217 GSF
Total Reno	10,355 GSF
Total Cafe Add	1,420 GSF
Total Classrm Add	14,470 GSF
TOTAL	96,462 GSF



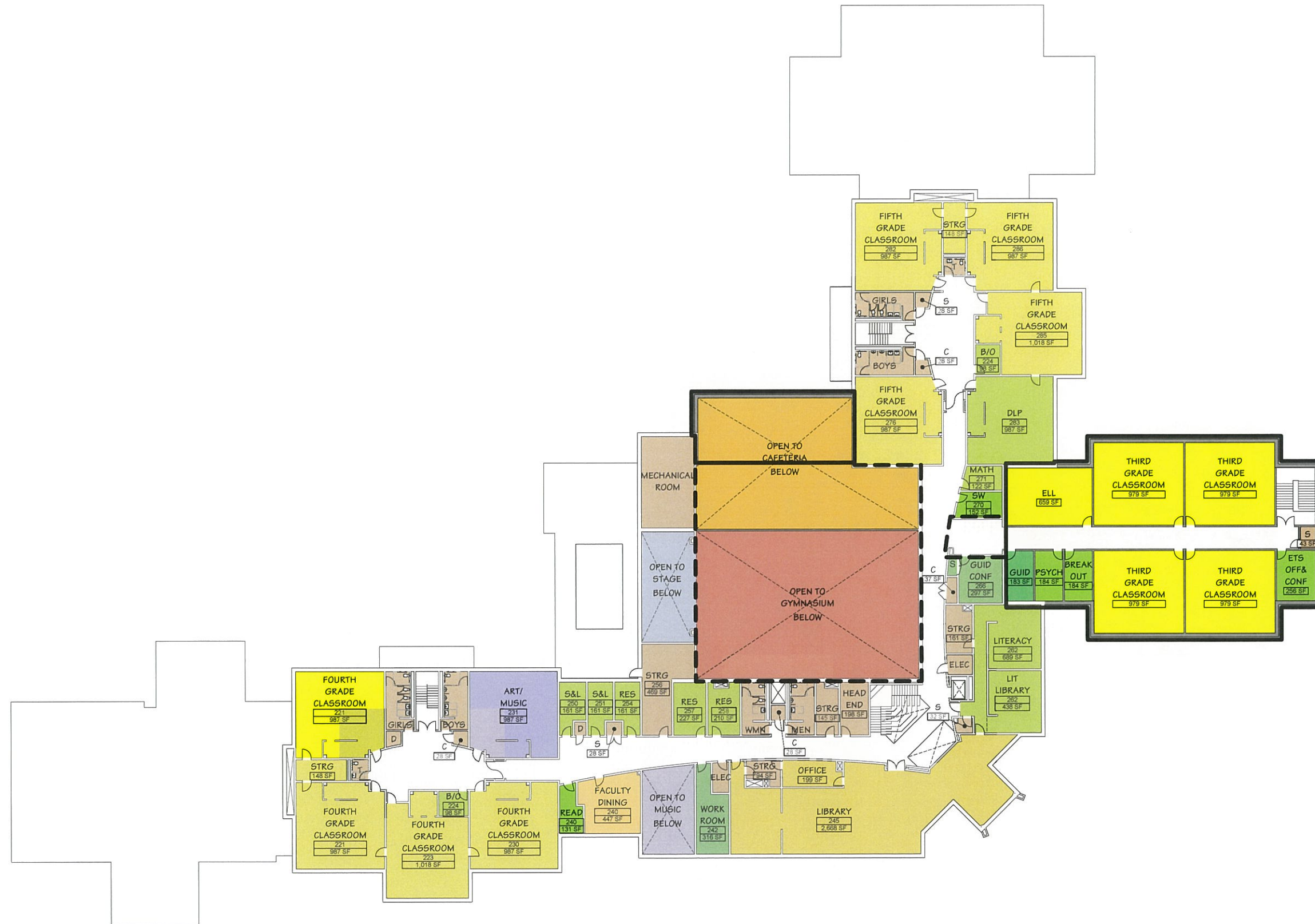
**Harrington
Elementary School**

Lexington, MA

Multiple Schools Project:
Feasibility Study

**Option 2
24 Classroom School**

**Proposed Floor Plan
Second Floor**



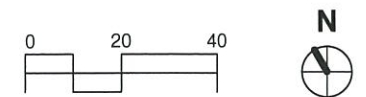
LEGEND

- CLASSROOM
- SPECIAL EDUCATION
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DEMOLISHED
 RENOVATED
 NEW
 LCP

Total Existing	70,217 GSF
Total Reno	10,355 GSF
Total Cafe Add	1,420 GSF
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TOTAL 96,462 GSF



28 DECEMBER 2015

Proposed Space Summary- Elementary Schools

Harrington Elem (as of FY 2015-16)			
ROOM TYPE	Existing Conditions		
	ROOM NFA ¹	# OF RMS	area totals
CORE ACADEMIC SPACES		22	22,990
<i>(List classrooms of different sizes separately)</i>			
Kindergarten w/ toilet	1,087	2	2,174
Kindergarten w/ toilet	1,239	2	2,478
General Classrooms - Grade 1-5	987	14	13,818
General Classrooms - Grade 1-5	1,018	4	4,072
ELL	152	1	152
Classroom Storage	148	2	296
Pre-Kindergarten w/ toilet - Integrated AM + PM Programs (ROOM 101, 103)	994	2	1,988
Pre-Kindergarten w/ toilet - Integrated AM + PM Programs	0	0	0
Pre-Kindergarten w/ toilet - Sub Separate PM Program, (ROOM 106)	1,018	1	1,018
Pre-Kindergarten at Old Harrington - Sub Sep. ABA Full Day (OLD HARR)	0	0	0
Pre-Kindergarten itinerant Teachers	0	0	0
SPECIAL EDUCATION			5,708
<i>(List rooms of different sizes separately)</i>			
Self-Contained SPED - DLP	987	2	1,974
Self-Contained SPED - toilet	0	0	0
Resource Room	161	1	161
Resource Room	210	1	210
Resource Room	227	1	227
Small Group Room / Speech & Language	161	2	322
Small Group Room / Math	122	1	122
Small Group Room / Remedial Reading	0	0	0
Literacy	689	1	689
Literacy Library (Book Storage)	438	1	438
OT/PT	592	1	592
Small Group Room / Break Out	98	4	322
Small Group Room / Break Out	131	1	322
ETS + Conference Room	0	0	0
Social Worker	191	1	191
Metco Social Worker	0	0	0
Psychologist	138	1	138
Pre-Kindergarten Self-Contained SPED - DLP	614	1	614
Pre-Kindergarten - Resource Room / Breakout Rooms	160	2	320
Pre-Kindergarten - Resource Room / Breakout Rooms	98	1	98
Pre-Kindergarten OT/PT - (ROOM 111)	549	1	549
Pre-Kindergarten OT/PT	0	0	0
Pre-Kindergarten Speech & Language	0	0	0
Pre-Kindergarten Speech & Language	0	0	0
Pre-Kindergarten Psychologist	0	0	0
ART & MUSIC			2,704
Art Classroom - 25 seats	1,273	1	1,273
Art Workroom w/ kiln	86	1	86
Art Workroom w/ Storage	166	1	166
Music Classroom / Large Group - 25-50 seats	977	1	977
Music / Art Classroom	0	0	0
Music Practice / Ensemble	94	1	94
Music Storage	108	1	108
HEALTH & PHYSICAL EDUCATION			4,543
Gymnasium	4,096	1	4,096
Gym Storeroom and Office	447	1	447
Health Instructor's Office w/ Shower & Toilet	Included above		
Pre-Kindergarten Motor Room (Moved to Old Harr)	0	0	0
MEDIA CENTER			2,867
Media Center / Reading Room	2,867	1	2,867
DINING & FOOD SERVICE			5,481
Cafeteria / Dining	2,385	1	2,385
Stage	1,137	1	1,137
Chair / Table / Equipment Storage	0	0	0
Kitchen	1,512	1	1,512
Staff Lunch Room	447	1	447
Pre-Kindergarten Staff Lunch Room	0	0	0
MEDICAL			520
Medical Suite Toilet	Included in Waiting Room		
Nurses' Office / Waiting Room	441	1	441
Examination Room / Resting	79	1	79
Pre-Kindergarten Nurse	0	0	0
ADMINISTRATION & GUIDANCE			2,319
General Office / Waiting Room / Toilet	634	1	634
Teachers' Mail and Time Room	Included in General Office		
Duplicating Room	Included in General Office		
Records Room	Included in General Office		
Principal's Office w/ Conference Area	183	1	183
Principal's Secretary / Waiting	Included in General Office		
Assistant Principal's Office	183	1	183
Supervisory / Spare Office / SSPs	0	0	0
Conference Room	170	1	170
Conference Room	253	1	253
Guidance Office	86	1	86
Guidance Conference	297	1	297
Teacher Work Room	197	1	197
Teacher Work Room	316	1	316
Pre-Kindergarten - General Office	152	1	152
Pre-Kindergarten - Parent Waiting Area	0	0	0
Pre-Kindergarten - Director's Office	171	1	171
Pre-Kindergarten - Conference Room	171	1	171
Pre-Kindergarten - Teacher Work Room & Lunch Room	0	0	0
CUSTODIAL & MAINTENANCE			1,817
Custodian's Office	Included in Receiving		
Custodian's Workshop	Included in Receiving		
Custodian's Storage	37	1	37
Custodian's Storage	28	8	224
Custodian's Storage	1	1	1
Recycling Room / Trash	Included in Receiving		
Receiving and General Supply Storeroom	320	1	320
Network / Telecom Room	198	1	198
Pre-Kindergarten - Storage	0	0	0
OTHER			358
Extended Day Office	358	1	358
Total Building Net Floor Area (NFA)		ES Program PK Program TOTAL	49,307 4,983 54,290
Proposed ES Student Capacity / Enrollment			516
Proposed PK Student Capacity / Enrollment			108
		ES GSF PK GSF	73,383 7,189
Total Building Gross Floor Area (GFA) ²			80,572
Cracking factor (GFA/NFA)			1.48

OPTION 2 - 24 Classroom School									
Existing to Remain/Renovated			New			Total			
ROOM NFA ¹	# OF RMS	area totals	ROOM NFA ¹	# OF RMS	area totals	ROOM NFA ¹	# OF RMS	area totals	
16		16,885	8		8,491	24		25,376	
1,087	2	2,174				1,087	2	2,174	
1,239	2	2,478				1,239	2	2,478	
987	9	8,883				987	9	8,883	
1,018	3	3,054				1,018	3	3,054	
0	0	0	979	8	7,832	979	8	7,832	
148	2	296	659	1	659	659	1	659	
994	2	1,988				994	2	1,988	
1,018	1	1,018				1,018	1	1,018	
976	1	976				976	1	976	
976	2	1,952				976	2	1,952	
171	1	171				171	1	171	
4,720		4,720	1,300		1,300	19		6,020	
987	2	1,974				987	2	1,974	
0	0	0				0	0	0	
161	1	161				161	1	161	
210	1	210				210	1	210	
227	1	227				227	1	227	
161	2	322				161	2	322	
122	1	122				122	1	122	
0	0	0				0	0	0	
131	1	131				131	1	131	
689	1	689				689	1	689	
438	1	438				438	1	438	
0	0	0	676	1	676	676	1	676	
98	3	294	184	1	184	98	3	294	
0	0	0				256	1	256	
152	1	152				152	1	152	
0	0	0				0	0	0	
0	0	0	184	1	184	184	1	184	
1,018	1	1,018				1,018	1	1,018	
191	1	191				191	1	191	
98	1	98				98	1	98	
614	1	614				614	1	614	
549	1	549				549	1	549	
160	2	320				160	2	320	
152	1	152				152	1	152	
171	1	171				171	1	171	
3,691		3,691	0		0	3,691		3,691	
1,273	1	1,273				1,273	1	1,273	
86	1	86				86	1	86	
166	1	166				166	1	166	
977	1	977				977	1	977	
987	1	987				987	1	987	
94	1	94				94	1	94	
108	1	108				108	1	108	
5,094		5,094	0		0	5,094		5,094	
4,647	1	4,647				4,647	1	4,647	
447	1	447				447	1	447	
Included above						Included above			
Utilize Corridors / gym in Harrington						Utilize Corridors / gym in Harrington			
2,867		2,867	0		0	2,867		2,867	
2,867	1	2,867				2,867	1	2,867	
4,053		4,053	662		662	6,332		6,332	
1,913	0.5	957	1,323	0.5	662	3,236	1	3,236	
1,137	1	1,137				1,137	1	1,137	
0	0	0				0	0	0	
1,512	1	1,512				1,512	1	1,512	
447	1	447				447	1	447	
0	0	0				0	0	0	
0	0	0				0	0	0	
0		0	582		582	582		582	
Included in Waiting Room						Included in Waiting Room			
469	1	469				469	1	469	
113	1	113				113	1	113	
Utilize Harrington Nurse						Utilize Harrington Nurse			
1,980		1,980	784		784	4,316		4,316	
634	1	634				634	1	634	
Included in General Office						Included in General Office			
Included in General Office						Included in General Office			
Included in General Office						Included in General Office			
183	1	183				183	1	183	
Included in General Office						Included in General Office			
183	1	183				183	1	183	
0	0	0	280	1	280	280	1	280	
170	1	170				170	1	170	
297	1	297	321	1	321	321	1	321	
197	1	197	183	1	183	183	1	183	
316	1	316				316	1	316	
513	1	513				513	1	513	
Included in General Office						Included in General Office			
196	1	196				196	1	196	
251	1	251				251	1	251	
592	1	592				592	1	592	
1,815		1,815	43		43	1,858		1,858	
Included in Receiving						Included in Receiving			
Included in Receiving						Included in Receiving			
37	1	37				37	1	37	
29	7	203				29	7	203	
20	1	20				20	1	20	
Included in Receiving						Included in Receiving			
320	1	320				320	1	320	
198	1	1,037				198	1	1,080	
198	1	198				198	1	198	
0	0	0				0	0	0	
0	0	0				0	0	0	
0		0	236		236	236		236	
236	1	236				236	1	236	
41,105		41,105	12,098						

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

ITEM NUMBER: A.2.a.

TODAY'S DATE: December 29, 2015

AGENDA ITEM TITLE: Middle School Intensive Learning Program (ILP) recommendations for Clarke and Diamond

PRESENTER: Dr. Czajkowski

SUMMARY:

The Superintendent has recommended that the moderate ILP program, currently at Clarke Middle School, remain at Clarke Middle School.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

- for the first time, with a request that the School Committee vote at a subsequent meeting or
- with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

Vote to accept Superintendent recommendation to maintain the Intensive Learning Program (ILP) at Clarke Middle School.

FOLLOW-UP:

REQUESTED MEETING DATE: January 5, 2015

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM: 10 minutes

ATTACHMENTS: Dr. Czajkowski's memo to the School Committee dated December 2, 2015, regarding the "Intensive Learning Program (ILP)"

DATE: _____
END TIME ON AGENDA

LEAVE BLANK



Lexington Public Schools

146 Maple Street ♦ Lexington, Massachusetts 02420

Mary Czajkowski, Ed.D.
Superintendent of Schools

(781) 861-2580, ext. 68040
email: mczajkowski@sch.ci.lexington.ma.us
fax: (781) 863-5829

To: School Committee
From: Mary Czajkowski, Ed.D
Re: Intensive Learning Program (ILP)
Date: December 21, 2015

After a significant amount of discussion with administration as well as feedback from students, parents, and staff regarding the ILP program, at the November 17 School Committee meeting, I am recommending at this time that this program remain at Clarke Middle School.

After hearing from students, parents, and staff, it is clear to me that our students are meeting with great success in the ILP program at Clarke, and there has been a significant investment in staff development training.

As the district is undergoing multiple building projects, moving the ILP program to Diamond Middle School would require the building of additional space at a cost of approximately \$2M.

cc: Anna Monaco
Anne Carothers
Ellen Sugita
Carol Pilarski

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: December 29, 2015

ITEM NUMBER: A.2.b

AGENDA ITEM TITLE: Removal of a pair of Diamond classrooms from addition.

PRESENTER: Pat Goddard

SUMMARY:

The Superintendent has recommended that the moderate ILP program, currently at Clarke Middle School, remain at Clarke Middle School. Previously, educational space was added to the Diamond addition for the potential relocation of the ILP program. As the project is entering construction document phase, School Committee can reduce a pair of classrooms from the addition.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting
or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

Approve removing a pair of classrooms from the Diamond addition at an estimated savings of \$560,000.

FOLLOW-UP:

REQUESTED MEETING DATE: January 5, 2015

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: Diamond floorplan, before and after removal of classroom.

DATE: _____
END TIME ON AGENDA

LEAVE BLANK



Lexington Public Schools

146 Maple Street ♦ Lexington, Massachusetts 02420

Mary Czajkowski, Ed.D.
Superintendent of Schools

(781) 861-2580, ext. 68040
email: mczajkowski@sch.ci.lexington.ma.us
fax: (781) 863-5829

To: School Committee
From: Mary Czajkowski, Ed.D
Re: Intensive Learning Program (ILP)
Date: December 21, 2015

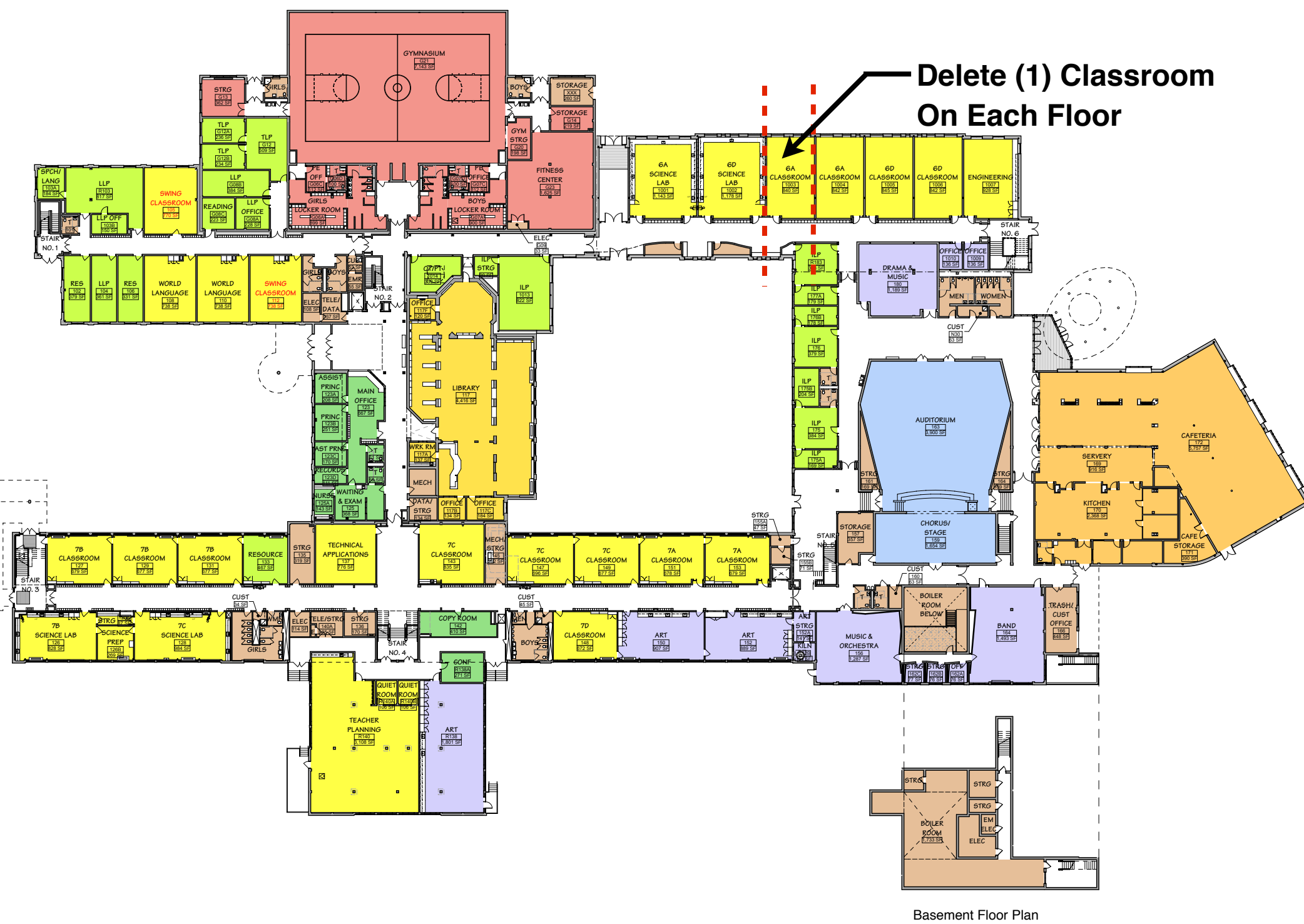
After a significant amount of discussion with administration as well as feedback from students, parents, and staff regarding the ILP program, at the November 17 School Committee meeting, I am recommending at this time that this program remain at Clarke Middle School.

After hearing from students, parents, and staff, it is clear to me that our students are meeting with great success in the ILP program at Clarke, and there has been a significant investment in staff development training.

As the district is undergoing multiple building projects, moving the ILP program to Diamond Middle School would require the building of additional space at a cost of approximately \$2M.

cc: Anna Monaco
Anne Carothers
Ellen Sugita
Carol Pilarski

Diamond | Proposed Floor Plan



Existing Floor Plan



Proposed Floor Plan (Eliminate 2 Swing Classrooms)

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

ITEM NUMBER:

A.2.c

TODAY'S DATE: December 29, 2015

AGENDA ITEM TITLE: Vote on placement of modular units at elementary schools

PRESENTER: Pat Goddard

SUMMARY:

The School Administration has reviewed potential locations for modular classrooms and it has been determined that installing pairs of classrooms at Bridge, Bowman, and Fiske will provide the best educational benefit.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting
or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

Approve potential locations of modular classrooms, located in pairs at Bridge, Bowman, and Fiske Schools, with an expected completion date in fall of 2016.

FOLLOW-UP:

Provide update after final location, schedule, and budget is determined.

REQUESTED MEETING DATE: TBD

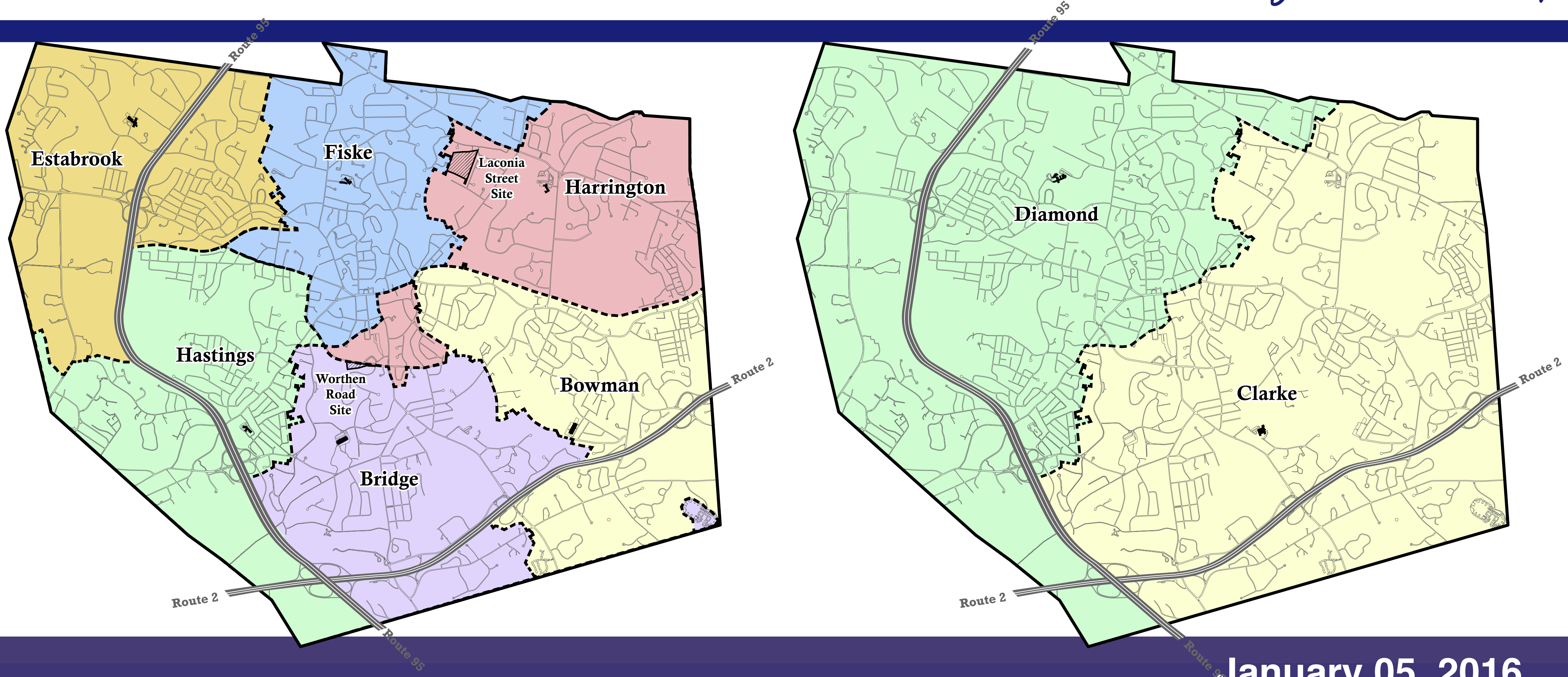
AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: DiNisco overview of locations and schedule.

DATE: _____

END TIME ON AGENDA _____

LEAVE BLANK



January 05, 2016

Lexington SC Meeting Multiple Schools Project

Bowman | Modular Options



Bowman | Modular Option A.1



Bowman | Modular Option A.2



Bridge | Modular Options



Bridge | Modular Option A.1



Fiske | Modular Options

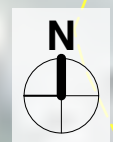


Fiske | Modular Option E.1



Near Setback

Conservation Land
Town of Lexington



AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: December 29, 2015

ITEM NUMBER:
A.2.d

AGENDA ITEM TITLE: HVAC Option for Diamond and Clarke

PRESENTER: Pat Goddard

SUMMARY:

An Integrated Design process was implemented for HVAC design for the Clarke and Diamond project. Three systems were evaluated for life cycle costs and for ability to produce LEED enhanced indoor environmental criteria. The induction system was the only system that can provide all of the enhanced indoor environmental criteria. Since the last meeting of the Integrated Design group, the Lexington Board of Health has responded to a request to advise on the enhanced outdoor air criteria from LEED, and they responded by concurring with the Massachusetts Department of Health guideline that 600 ppm of carbon dioxide, or less, should be used as a preference for schools. In addition, Lexington Sustainable Committee has unanimously recommended that the variable refrigerant flow system be used. The variable refrigerant flow system has a higher life cycle cost than the induction system and it does not comply with enhanced acoustical performance, but the all-electric system may reduce greenhouse gases.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

Approve that the full air conditioning induction system be used for the Clarke and Diamond Schools as it meets all of the enhanced indoor environmental criteria compared from the three systems and that the outdoor ventilation be designed with a 30% increase over code for a potential reduction of CO2 to 600 ppm.

FOLLOW-UP:

Advise on capital and operating impact of the 30% enhanced ventilation

REQUESTED MEETING DATE: January 5, 2015

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: Comparison of three HVAC systems, BOH recommendation, and Sustainable Lexington vote.

DATE: _____

END TIME ON AGENDA _____

LEAVE BLANK

HVAC Options | Life Cycle Cost Summary

HVAC Options	Life Cycle Costs				
	Capital Cost	Energy Costs	Maintenance Cost	Expected Service Life	Total Annual Equivalent Cost
Hydronic Heat (Partial Cooling)	\$522,000	\$12,540	\$2,000/YR	20 Years	\$48,025
2-pipe Induction System	\$609,000	\$13,463	\$2,000/YR	20 Years	\$54,529
4-pipe Induction System	\$696,000	\$13,463	\$2,000/YR	20 Years	\$60,109
Variable Refrigerant Flow (VRF)	\$609,000	\$13,017	\$3,000/YR	15 Years	\$65,204

HVAC Options | LEED IEQ Credit Summary

HVAC Options	LEED IEQ Credits Achieved			
	Minimum Acoustic Performance	Outdoor Air Delivery	Thermal Control	Enhanced Acoustics
Hydronic Heat - Partial Cooling	✓	✓	✗	✓
2-pipe Induction System	✓	✓	✓	✓
4-pipe Induction System	✓	✓	✓	✓
Variable Refrigerant Flow (VRF)	✓	✓	✓	✗



Town of Lexington
Office of Community Development
Health Division
1625 Massachusetts Avenue
Lexington, MA 02420
(781)-698-4522
Fax (781)-861-2780

Gerard F. Cody, R.E.H.S./R.S.
Health Director

David Neylon, B.S.N., R.N.
Public Health Nurse

Kathy P. Fox, R.S., C.H.O., C.F.S.P.
Environmental Health Agent

Board of Health

Wendy Heiger-Bernays, PhD, Chair
Sharon MacKenzie, R.N., CCM
Burt M. Perlmutter, M.D.
David S. Geller, M.D.
John J. Flynn, J.D.

TO: Patrick Goddard, Director of Public Facilities
FROM: Gerard Cody, Health Director *GC*
DATE: December 18, 2015
RE: **Carbon dioxide**

Recently, you asked the Lexington Board of Health and the Public Health Division if a Carbon dioxide decrease from 720 ppm to 560 ppm would have a health benefit for building occupants. On Wednesday December 16, 2015, the Lexington Board of Health reviewed several documents related to indoor air quality. Below, you will find a list of the documents that were reviewed;

- 1.) *Ventilation Rates and Health*, ASHRAE Journal, August 2002
- 2.) *Ventilation Rates and Absences in Offices and Schools*, IAQ Science
- 3.) *Ventilation Rates and Respiratory Illness*, IAQ Science
- 4.) *Ventilation Rates and School Performance*, IAQ Science
- 5.) *Carbon Dioxide and it's Use in Evaluating Adequacy of Ventilation in Buildings*, Appendix A, MDPH report

Indoor air quality will improve with increased air flow rate, however, it is inconclusive as to what health benefits occupants may experience or perceive to experience. A document from the Massachusetts Department of Public Health,(MDPH) titled, "*Carbon Dioxide and it's Use in Evaluating Adequacy of Ventilation in Buildings*" states in part that "*a guideline of 600 ppm or less is preferred in schools due to the fact that the majority of occupants are young and considered to be a more sensitive population*".

The Lexington Board of Health is in agreement with the MDPH document which establishes a guideline of 600 parts per million, (ppm) or less of Carbon dioxide in schools is preferred.

Patrick Goddard

From: Mark Sandeen <mark.sandeen@sustainablelexington.org>
Sent: Wednesday, December 23, 2015 2:57 PM
To: Patrick Goddard; Mark Barrett; 'Paul Chernick'; 'cahaines1@verizon.net'; 'jonhimmel@verizon.net'; Joe Pato; Peter Kelley; 'Judy Crocker (jcrocker@sch.ci.lexington.ma.us)'; Bill Hurley; Shawn Newell; 'Daniel R E Voss'
Cc: committee@sustainablelexington.org
Subject: Sustainable Lexington Integrated Design Recommendation

Pat,

Yes, the Sustainable Lexington Committee unanimously recommended selecting the VRF solution after reviewing the material provided to the Integrated Design Team from DiNisco Design and The Green Engineer, Inc.

The main points informing our recommendation are as follows:

The VRF solution is the lowest emissions option, approximately two-thirds the emissions of the induction system assuming 0% solar and about half the emissions of the induction system with solar.

Sustainable Lexington recommends combining the VRF solution with rooftop solar for both economic and emissions reduction reasons.

The VRF solution frees up more rooftop space than the induction system - so incremental solar will easily provide the increased 10,000 kWh of electricity demand from the VRF system above the induction system electricity demand and will also provide additional electricity cost savings.

VRF units are capable of heating and cooling at the same time to different zones without reheat, and providing heat recovery between zones in heating and cooling at the same time. This will increase building comfort while reducing energy costs and emissions.

The VRF / Solar solution will also provide enhanced resilience due to increased onsite solar energy production.

The cost of natural gas is currently at an all time low. If we model a scenario where natural gas prices move to current world market prices, then the VRF solution (even with zero solar) is about \$1,500 lower cost per year than the 4 pipe induction system.

In that scenario, if we add solar to cover the incremental electricity usage of the VRF system, then the VRF solution is approximately \$2,100 less per year than the 4-pipe induction system.

If natural gas prices return to the average US natural gas price during the period from 2005 through 2010, then the VRF solution would be approximately \$4,000 lower cost per year than the 4 pipe induction system.

If we add solar to cover the incremental electricity usage in that scenario, then the VRF solution is approximately \$4,700 lower cost per year than the 4-pipe induction system.

If natural gas prices remain at their current levels for the next 25 years and we do not add any solar during that time, then the VRF solution is approximately \$768 higher cost per year than the 4-pipe induction system.

If we add solar to cover the incremental electricity usage in that scenario, then the VRF solution is approximately \$86 higher cost per year.

A 2012 GSA report

http://www.gsa.gov/portal/mediald/197399/fileName/GPG_Variable_Refrigerant_Flow_12-2012.action

says ³Six major VRF system manufacturers are currently active in the U.S. market and have products certified by AHRI.² (The Air Conditioning Heating and Refrigeration Institute).

Following the links in that document brings you to system specs for achieving very low VRF interior sound levels of 23, 26, 27, 29, and 34 dB(A) from various manufacturers. So it looks like there are multiple sources of acceptable VRF systems.

The toxics expert on the Sustainable Lexington committee also suggests that a VRF system would likely reduce the spread of airborne contaminants and allergens as it would not recirculate air into other zones.

Best regards,
Mark Sandeen

Assumptions:

These calculations are all based on the energy consumption estimates, capital equipment cost estimates, maintenance cost estimates, and life cycle estimates provided by The Green Engineer, Inc., but with the cost of energy adjusted to the current per kWh electricity price paid by the Town of Lexington for Diamond and Clarke. These calculations are also based on the same discount rate used by The Green Engineer, Inc. consultants. These calculations are based on an assumption of 4% bond interest rate over the expected life of the equipment.

On 12/23/15, 7:15 AM, "Patrick Goddard" <pgoddard@lexingtonma.gov> wrote:

>Mark and Dan,
>Did Sustainable Lexington take a position on the Diamond and Clarke
>HVAC systems on Monday?
>Pat
>
>Patrick W. Goddard
>Director of Public Facilities
>
>Town of Lexington
>201 Bedford Street, Lexington, MA 02420
>(781) 274-8958, pgoddard@lexingtonma.gov
>

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: December 29, 2015

ITEM NUMBER: A.2.e

AGENDA ITEM TITLE: Vote on Value Engineering Recommendation for Clarke and Diamond Projects

PRESENTER: Pat Goddard

SUMMARY:

\$1,898,675 in scope reduction has been identified from the design development estimate and is recommended by the Permanent Building Committee, School Department, Public Facilities and the design team. \$633,808 of the scope reduction is for reducing the 4-pipe HVAC systems to 2-pipe systems. This component of the scope reduction can be deferred and identified as an add alternate in the filed sub bid proposal for later action.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

Approve updating documents to remove an estimated \$1,898,675 in scope of the Clarke and Diamond construction projects, with \$633,808 of the savings to be identified as an add alternate for potential rejection of this estimated savings if the add alternate bid is within budget.

FOLLOW-UP:

After filed sub bids are opened.

REQUESTED MEETING DATE: January 5, 2015

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: Clarke and Diamond Value Engineering Lists

DATE: _____ END TIME ON AGENDA _____ LEAVE BLANK

DESIGN DEVELOPMENT 10/22/15			Impact			Recommendations				Decision & Cost Implication			Comments
Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Yes / No / Potential			Yes / No / Potential/ Defer				Yes	No	Deferred	
			Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC				

Credit Add

VALUE ENGINEERING OPTIONS

SITE - VE ITEMS	1	Do not relocate Tennis Courts												Does not account for Const Laydown use and repairs
	1a	Relocate new parking to north of existing tennis courts	\$222,888			Potential	No	No	No					In the current estimate. Would require drilling and blasting due to the bedrock in the hill North of the tennis courts.
	1b	Reduce existing tennis courts to 2 - redesign parking lot	\$154,167			Potential	No	No	No					Reduces parking spaces but retains 2 courts.
	1c	Relocate tennis courts to alternate site, new parking lot over existing tennis court location	\$242,572			Yes	No	No	No					The courts are a town asset, not a middle school asset. Cost to rebuild courts is transferred to another site to be determined
	2	Decrease width of Sidewalk to 6' throughout site	\$13,244			Yes	No	No	No					Bicycle Safety: would impact concurrent use for bicyclists and pedestrians. Feasible in some locations such as around the softball field, but not on the main access paths to the school.
	3	Eliminate site scope north of wetlands (Clematis Brook)	\$372,000			Yes	No	No	No					Road congestion due to parking along drive is unresolved
	4	Eliminate new pedestrian bridge to playfields, provide new paved walkway	\$0			Yes	No	No	No					Access to building for northern parking lot is inconvenient
	5	Eliminate paved areas at team benches (dugout area)	\$17,095			Yes	No	No	No					New benches can be deleted if required. Paving to provide MAAB required access
	6	Eliminate bridge at Stedman Road	\$376,073			Yes	No	No	No					Not an option if building addition proceeds
	7	Eliminate scope of work at entry plaza	Not Feasible			Yes	No	No	No					This work is required for traffic remediation and the new storm water retainage structures to capture the roof water
	8	Eliminate regrading the main parking lot (repaving & drainage work to remain)	\$11,396			Yes	No	No	No					Regrading required in order to complete the bridge and Stedman Rd improvements
	9	Leave abandoned utilities buried in place in lieu of removing	\$6,268	\$6,268		Potential	Potential	Yes	Yes					DDP to verify with the engineer if possible.
	10	Reduce plantings by 20% (Plant material only)	\$52,666			Potential	No	No	No					Plantings within wetlands cannot be eliminated.
	11a	Replace granite curb w/ cape cod curb @ select guardrail locations	\$15,414	\$15,414		Potential	Yes	Yes	Yes					
11b	Keep granite curb and delete guardrail along Clematis Brook,	\$29,680					No	No	No				Curbs may be enough in some areas. Areas with steep drop offs still need protection. Bond to price with an alternate material and also in reduced locations.	

DESIGN DEVELOPMENT 10/22/15				Impact			Recommendations				Decision & Cost Implication			Comments	
				Yes / No / Potential			Yes / No / Potential/ Defer								
Description of Scope		Bond Bros Construction Cost	VE Items Recommended	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred		
BUILDING - VE ITEMS	12	Excavate in lieu of Geopiers	\$139,762				No	No	No					No advantage	
	13	Composite deck in lieu of precast concrete planks	\$40,214	\$40,214			Potential	Potential	Yes	Yes				The ceiling heights may be reduced with this system. Will need additional steel and roof concrete for HVAC equipment	
	14	Eliminate Elevator	\$157,112	\$157,112			Potential	Yes	Yes	Yes				One elevator, located in the back of the building serves Clarke. Saves an elevator pit and penthouse. Bond to price an option of putting the shaft and equipment in the space, but deferring the elevator cab until later.	
	15	Eliminate 1 bay of classrooms in Addition (2 CRs)	\$530,291		Potential		No	NA	No	No				No 'Swing' CRs limits growth and bubble year flexibility	
	16	Eliminate Locker Room and 2 classrooms	\$585,886		Yes			NA	No	No				Not an option, required for program	
	17	Delete 2 sinks in Music Room	\$20,184	\$20,184				Yes	Yes	Yes					
	17a	Delete (1) sink in Music Room & relocate in another to avoid trenching	\$11,543					Potential	Yes	Yes				Other options include using a small pump or rearranging the layout of the rooms. Currently there are no sinks in existing	
	17b	Flip Art Room sinks to minimize trench	\$1,257.00	\$1,257	No			Yes	Yes	Yes					
	18	Eliminate 2nd Floor Art Room Upgrade, reconfigure art storage & kiln rm	\$170,349	\$170,349				Yes	Yes	Yes					Existing room is functioning
	19	Reduce HVAC from 4-pipe Induction System to 2-pipe Induction System	\$146,819	\$146,819			Yes	Potential	Yes	Yes					Full AC. Requires manual seasonal changeover.
20	Eliminate AC in addition	\$612,465			Yes	Potential	No	No	No						
FURNISHINGS - VE ITEMS	21	Reduce Ceramic Tile by 40%	\$56,772	\$56,772			Potential	Yes	Yes	Yes				Reduced durable material in Corridors and Toilet Rooms	
	22	Replace Linoleum Tile/Sheet Linoleum with VCT	\$74,736	\$74,736	No	Potential	Yes	Yes	Yes	Yes				VCT requires burnishing and waxing. Linoleum is a rapidly renewable all natural flooring (waxless)	
	23	Move Teacher Planning systems furniture from CM Scope to FF&E	\$29,161	\$29,161				Yes	Yes	Yes				Saves overhead cost (CM Markup savings only)	
	24	Reduce Window Treatment (correction of Bond's scope)	\$29,459	\$29,459				Yes	Yes	Yes				The scope appears to include more than needed in Bond's estimate.	
Total Value of Recommended VE				\$747,745											

PROJECT COST SUMMARY

Design Development Estimated Project Cost - Base Building	\$21,825,000
Design Development Recommended VE (Savings)	\$747,745
Total Design Development Costs after Recommended VE	\$21,077,255
Additional Scope: Dampproofing + PCB Remediation + CR Partitions	\$705,000

DESIGN DEVELOPMENT 10/22/15				Impact			Recommendations				Decision & Cost Implication			Comments
Description of Scope		Bond Bros Construction Cost	VE Items Recommended	Yes / No / Potential			Yes / No / Potential/ Defer				Yes	No	Deferred	
				Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC				

ADDITIONAL SCOPE OPTIONS

		Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Decision & Cost Implication			Comments	
												Yes	No	Deferred		
ALTERNATES	1	Brookside Road Improvements	\$382,000				Yes	Deferred	No	Yes					\$401,100	Improves Queuing, traffic flow, and pedestrian safety
	2	Waltham Street Traffic Signal Replacement	\$438,000				Yes	Deferred	No	Defer					\$603,000	Improves traffic flow and pedestrian safety
	3	Dampproofing and Perimeter Drains at existing north & west perimeter	\$30,500				Yes	Yes	Yes	Yes			\$32,000			Reduces/eliminates existing moisture problems
	4	Roll-Down grilles at Kitchen serving line	\$64,500				Yes	Deferred	NA	Yes					\$67,725	Improves kitchen serving flow
	5	PCB Remediation	\$198,230				Yes	Yes	Yes	Yes			\$298,000			Required by EPA
ADDITIONAL STUDIES	A.1	Classroom Movable Partition Replacement - Option 1				Potential		No	No	No						Reduces sound transmission between CRs
	A.2	Classroom Movable Partition Replacement - Option 2						Yes	Yes	Yes			\$375,000			Reduces sound transmission between CRs
	B	Science Classroom Upgrades						Deferred	No	Yes				\$3,600,000		Improves CR layout and quality
INTEGRATED DESIGN UPGRADES	1	Triple Glazed Windows						No	No	No			\$23,000			Improved U-Value, negative life cycle cost
	2	Additional 3" of Rigid Wall Insulation						No	No	No			\$22,000			Improved U-Value, negative life cycle cost
	3	Additional 5" of Rigid Wall Insulation						No	No	No			\$33,000			Improved U-Value, negative life cycle cost
	4	Automatic Night-time Plug Shut-off						No	No	No			\$7,500			Reduces energy consumption (minimal)
		Total Value of Estimated Additional Scope											\$705,000	\$85,500	\$4,671,825	

DESIGN DEVELOPMENT 10/22/15				Impact			Recommendations				Decision & Cost Implication			Comments/Advantages/Disadvantages
Description of Scope		Bond Bros Construction Cost	VE Items Recommended	Yes / No / Potential			Yes / No / Potential/Defer				Yes	No	Deferred	
				Program	LEED/Integrated Design	Ops	DDP	Facilities	School Dept	PBC				

Credit Add

VALUE ENGINEERING OPTIONS

	ID	Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Impact			Recommendations				Decision & Cost Implication			Comments/Advantages/Disadvantages
					Program	LEED/Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred	
SITE - VE OPTIONS	1	NOT USED													
	2	Reduce landscape plantings by 20% (not including loam and seed)	\$80,772	\$80,772				Yes	Yes	Yes					
	3a	Delete all scope at west entry, including connector drive (does not include utility work)	\$550,771					Yes	No	No	No				Traffic & safety issues would not be alleviated; includes scope at connector road. This work may be deferred, however existing parking and drop-off is problematic before the additional population is introduced
	3b	Delete all scope at west entry EXCEPT turn around	\$478,960					Yes	No	No	No				This option would help alleviate the parking and drop-off conflicts that currently exist.
	4	Delete Sedge Road improvements	\$206,851					Yes	No	No	No				Sedge Road is currently in poor condition
BUILDING - VE OPTIONS	5	Eliminate Bus Canopy	\$157,871					Yes	No	No	No				
	6	Reduce scope of demolition	\$60,022	\$60,022	Potential		Potential	Yes	Yes	Yes					The principal has agreed that demolition can be reduced at the temporary Drama room.
	7	Delete scope at existing music rooms	\$216,519		Potential		Potential	Potential	NA	No					This option would result in smaller rooms than what is proposed.
	8	Eliminate 2 Swing Classrooms	\$560,325		Yes		No	No	NA	No					No swing CRs limit growth and scheduling flexibility
	9	Defer re-roofing at existing	\$660,042					Yes	No	No	No				The areas of existing building slated for re-roofing are areas requiring substantial amount of new penetrations throughout. Also, majority of roofing being replaced is scheduled for replacement (due to age) by the Town.
	10	Add existing roofing slated to be re-roofed in 2018	\$125,000					Yes	Yes	Yes	Yes				Areas of roofing scheduled to be replaced in 2018. Order of Magnitude price
	11	Composite Deck System in lieu of Concrete Plank System (2nd floor only)	\$30,905	\$30,905			Potential	Potential	Yes	Yes					The ceiling heights may be reduced with this system. Will need additional steel.
	12	Replace sliding glass doors at Servery w/ Rolling Grilles	\$74,206					Potential	No	No	No				We do not have head height room for a grille. DDP will review other options to reduce cost.
	13	Limit HVAC to new construction (Eliminate AC in Existing renovated spaces) - Identify spaces	Not Feasible			Potential	Yes	No	No	No					Not feasible - areas receiving new HVAC are in either new construction areas or areas where renovation work would require all new ductwork and equipment. RTU's being replaced are required due to the age/condition of the unit.
	14	Eliminate AC in new construction and renovated spaces	\$1,539,462			Yes	Yes	No	No	No					
FINISHES & FURNISHINGS - VE ITEMS	15	Reduce HVAC from 4-pipe Induction System to 2-pipe Induction System	\$486,989	\$486,989		No	Yes	Yes	Yes	Yes					Full AC still maintained, but would require manual seasonal changeover
	16	Revise flooring from Linoleum to VCT	\$127,241	\$127,241		Potential	Yes	Yes	Yes	Yes					VCT requires burnishing and waxing. Linoleum is a rapidly renewable all natural flooring
	17	Reduce Ceramic Wall Tile by 40%	\$125,885	\$125,885			Potential	Yes	Yes	Yes					Reduced durable material in Corridors, Cafeteria and Toilet Rooms
	18	Correct window treatment scope	\$203,624	\$203,624				Yes	Yes	Yes					Correction to Window Treatment scope in original cost estimate
	19	Move Teacher Planning systems furniture from CM Scope to FF&E	\$35,492	\$35,492				Yes	Yes	Yes					Saves overhead cost
Total Value of Recommended VE				\$1,150,930											

DESIGN DEVELOPMENT 10/22/15				Impact			Recommendations				Decision & Cost Implication			Comments/Advantages/Disadvantages
				Yes / No / Potential			Yes / No / Potential/Defer							
Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Program	LEED/Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred		

PROJECT COST SUMMARY

Design Development Estimated Project Cost - Base Building	\$35,989,000
Design Development Recommended VE (Savings)	\$1,150,930
Total Design Development Costs after Recommended VE	\$34,838,070
Additional Scope - HVAC	\$0

ADDITIONAL SCOPE

ALTERNATES	ID	Description	Cost	Program	LEED/Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Decision & Cost Implication			Comments/Advantages/Disadvantages
											Yes	No	Deferred	
ALTERNATES	1	Entry Drive Upgrades	\$660,000			Yes	Defer	No	Yes				\$660,000	Improves pedestrian safety and road condition
	2	Ramp to Teacher Planning	\$51,804			Yes	Yes	Yes	Yes				\$54,394	Improves access for HP and carts, eliminates lift - SEE ATTACHED SKETCH for updated scope
ADDITIONAL STUDIES	A.1	HVAC Upgrades A.1 - Minimum replacement, heating only**	\$3,220,463			Yes	No	No	No				\$4,413,000	Heating Only, Loud CR environment
	A.2	HVAC Upgrades A.2 - Moderate Replacement, partial conditioning**	\$6,371,480			Yes	No	No	No				\$7,721,000	Minimal cooling effect
	A.3	HVAC Upgrades A.3 - Complete Upgrade, full conditioning**	\$8,854,937			Yes	Yes	Yes	Yes		\$10,329,000			Ideal system with full AC
	A.4	HVAC Upgrades A.4 - Hybrid Upgrade, full conditioning w/ seasonal turnover**	\$8,222,442			Yes	Potential	Yes	Yes				\$9,665,000	Provides full AC, requires manual seasonal changeover
	B	Science Classroom Upgrades**	\$2,873,719	Yes			Defer	No	Yes				\$3,938,000	Improves CR layout and quality
	Note: **Additional Studies construction costs are by AM Fogarty													
INTEGRATED DESIGN UPGRADES	1	Triple Glazed Windows					No	No	No				\$50,000	Improved U-Value, negative life cycle cost
	2	Additional 3" of Rigid Wall Insulation					No	No	No				\$56,000	Improved U-Value, negative life cycle cost
	3	Additional 5" of Rigid Wall Insulation					No	No	No				\$75,000	Improved U-Value, negative life cycle cost
	4	Automatic Night-time Plug Shut-off				Yes	No	No	No				\$16,000	Reduces energy consumption
Total Value of Estimated Additional Scope														

ADDITIONAL DESIGN OPTION

ALL GROWTH TO DIAMOND	ID	Description	Cost	Program	LEED/Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Decision & Cost Implication			Comments/Advantages/Disadvantages
											Yes	No	Deferred	
ALL GROWTH TO DIAMOND	1	All growth to Diamond		No	Yes	No	No							
		Delete Addition at Clarke	\$6,432,581											
		All space mining to remain at Clarke	\$0											
		Delete Site Work at Clarke north of Clematis Brook including Stedman Rd Bridge	\$748,073											
		Add 10 CRs to Diamond	\$5,999,000											This cost is order of Magnitude. Exact cost is still being reviewed
		Entry Drive Upgrade (widen to accommodate additional student traffic)	\$660,000											
Total Value of 'All Growth to Diamond'			\$521,654											

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: December 29, 2015

ITEM NUMBER: A.2.f.

AGENDA ITEM TITLE: Vote to Request Board of Selectmen to Release Remaining Clarke, Diamond, and Modular Classroom Project Funds

PRESENTER: Pat Goddard

SUMMARY:

December STM Article 2 - To release remaining funds for the designers (DiNisco), construction manager (Bond) and project managers (Hill, DPF APM) assigned to the Clarke, Diamond, and six modular classrooms projects. The amount requested is \$4,301,293 (Diamond \$906,942, Clarke \$470,304, and six modular classrooms \$2,839,400.) This leaves \$520,000 appropriated for Hastings Elementary School schematic design unreleased.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting
or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

To continue design and project management work through the month of April, we recommend that the Board of Selectmen release \$4,301,293 from the December 2015 STM Article 2 appropriation of \$5,386,000.

FOLLOW-UP:

Review final location and costs associated with the installation of the six modular classrooms.

REQUESTED MEETING DATE: January 5, 2016

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

ATTACHMENTS: Budget Update

DATE: _____
END TIME ON AGENDA

LEAVE BLANK

Multiple School Project Costs Worksheet

Project	Project Budget December through April	March 2015 STM Release 5 for December 2015	Article 2 December 7 STM Appropriation	Jan-16		Feb-16		
				Release 1	Release 2	Release 1	Release 2	
Diamond								
Base (cafeteria move & ILP space)	\$664,800	\$131,960	\$532,840	\$ 194,290	\$338,550	\$	\$ 532,840	
HVAC (Existing)	\$411,122	\$82,224	\$328,898	\$ 82,225	\$246,673	\$	\$ 328,898	
CM (Bond) Early Site	\$118,200	\$0	\$118,200		\$ 118,200	\$	\$ 118,200	
PM(Hill) Owner (commissioning, APM, expenses)	\$158,025	\$25,355	\$132,670	\$ 25,355	\$107,315	\$	\$ 132,670	
	\$100,000	\$0	\$99,392	\$ 20,000	\$79,392	\$	\$ 99,392	
	\$1,452,147	\$239,539	\$1,212,000	\$ 321,870	\$ 890,130	\$	\$ 1,212,000	
Clarke								
Base	\$468,160	\$73,920	\$394,240	\$ 118,416	\$275,824	\$	\$ 394,240	
Partitions	\$21,327	\$3,465	\$17,862	\$ 3,465	\$14,397	\$	\$ 17,862	
PCB Remediation	\$30,000	\$0	\$30,000		\$30,000	\$	\$ 30,000	
CM (Bond) Early Site	\$70,800	\$0	\$70,800		\$70,800	\$	\$ 70,800	
PM (Hill) Owner (commissioning, APM, expenses)	\$151,775	\$25,355	\$126,420	\$ 25,355	\$101,065	\$	\$ 126,420	
	\$100,000	\$0	\$99,678	\$ 20,001	\$79,677	\$	\$ 99,678	
	\$842,062	\$102,740	\$739,000	\$ 167,237	\$571,763	\$	\$ 739,000	
Hastings								
30 Section School Without MSBA	\$519,501	\$0	\$ 520,000					
With MSBA								
Bridge								
Bowman	\$3,000,000	\$84,891	\$2,915,000	\$75,600	\$2,839,400	\$	\$ 2,915,000	
Fiske								
TOTALS	\$5,813,710	\$427,170	\$5,386,000	\$ 564,707	\$ 4,301,293	\$	\$ 4,866,000	
					<u>Remaining</u>		<u>\$520,000</u>	

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: 12/29/15

ITEM NUMBER: A.3

AGENDA ITEM TITLE: Superintendent's Fiscal Year 2017 Recommended Budget

PRESENTER: Dr. Mary Czajkowski and Ian Dailey

SUMMARY:

The Superintendent's Fiscal Year 2017 Budget Summary has been attached to describe the budget in further detail. The Superintendent's budget presentation will be distributed on January 4, 2016 in advance of the meeting.

WHAT ACTION (IF ANY) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

- No action requested, this is a short update or a presentation of information.
- Request input and questions from the School Committee, but no vote required.
- Request formal action with a vote on a specific item.

If formal action is requested, please check one:

This item is being presented

for the first time, with a request that the School Committee vote at a subsequent meeting
or

with the request that the School Committee take action immediately

If formal action is requested:

Include a suggested motion or let _____ know if you need assistance preparing a motion.

SUGGESTED MOTION:

Not applicable.

FOLLOW-UP:

January 19, 2016 meeting

REQUESTED MEETING DATE: 1/5/16

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:30 minutes

ATTACHMENTS:

Fiscal Year 2017 Budget Summary

DATE: _____ END TIME ON AGENDA _____ LEAVE BLANK



BUDGET OVERVIEW

MISSION/VISION STATEMENT OF THE LEXINGTON PUBLIC SCHOOLS.....	1
BUDGET GUIDELINES	1
RECOMMENDED BUDGET AND SUMMARY OF SIGNIFICANT BUDGET CHANGES	2
<i>Negotiated Salary Increases.....</i>	3
<i>Enrollment Increases and Corresponding New Positions.....</i>	3
<i>Re-districting, Capital Projects, and Salary Differential.....</i>	5
<i>Increased Special Education Costs</i>	6
<i>Transportation Costs.....</i>	6
<i>Per Pupil Expenditure and Consumer Price Index (CPI) Adjustments.....</i>	7
<i>Elementary World Language</i>	7
<i>Program Improvement Needs.....</i>	7



Mission/Vision Statement of the Lexington Public Schools

The Lexington Public Schools serve to inspire and empower every student to become a lifelong learner prepared to be an active and resilient citizen who will lead a healthy and productive life. Educators, staff, parents, guardians and community members will honor diversity and work together to provide all students with an education that ensures academic excellence in a culture of caring and respectful relationships.

The Lexington Public Schools is responsible for providing a high-quality education program to all school age residents residing within the boundaries of the Town of Lexington. Lexington Public Schools focuses on continuous improvement and strives to be a collaborative, high-performing District. This helps ensure that its mission is met and all students are successful. In order to support the curriculum, a myriad of support services are provided daily to our students. The school system provides competitive student-teacher ratios; programs such as arts, music, drama, physical education, wellness, athletics, world language, school counseling, interventions, enrichments, advanced placements; individualized education plan supports; and various specialists and coaches throughout the District.

Budget Guidelines

On September 8, 2015, the School Committee voted the FY17 budget guidelines and requested that the Superintendent present a level-service budget that addresses the nine areas. For purposes of clarification, a level-service budget is defined as the funds necessary to replicate the current level of services provided and to meet all legal requirements, including current collective bargaining requirements and special education laws.

In order to provide for the educational needs of Lexington students, the Superintendent will develop a fiscal year 2017 budget that will:

1. Ensure all legal and contractual mandates will be met.
2. Include sufficient operating and capital funds to –
 - (a) continue the current level of services;
 - (b) be responsive to projected enrollment growth and corresponding needs: staffing, instructional supplies, and facility needs;
 - (c) move the district forward in meeting the increasing demands for technology and technology services in our different educational settings.
3. Ensure professional staffing guidelines will be met.
4. Maintain capital assets in order to support the instructional program, protect the physical assets of the Town of Lexington, and ensure the health and safety of our students and staff.
5. Continue to identify and plan alternatives that will provide services in more cost-effective ways.



Lexington Public Schools
2017 Superintendent's Recommended Budget

6. Identify ways to reduce costs, if there are insufficient monies available to fund a level-service budget.
7. Identify a small number of high leverage new academic or prosocial programs or supports in anticipation of the potential elimination of Thursday afternoon half-days at the elementary level, as a result of the potential implementation of a World Language program in FY2018 at the elementary level.
8. Identify those funds necessary, should the district adapt a re-districting plan that addresses space needs for all students, as well as feeder patterns for special education programs.
9. Complete year two (of two) addressing adequacy of department and/or school per pupil expenditure levels

Recommended Budget and Summary of Significant Budget Changes

The recommended budget for 2016-2017 is \$97,727,216, which requires an additional \$5,666,900. The FY17 request represents an increase of 6.16% over the FY16 appropriation.

Appropriation Summary	FY 13 Actual	FY 14 Actual	FY 15 Actual	FY 2016 Budget	FY 2016 Budget (adj)	FY 2017 Recommended	Dollar Increase	Percent Increase
Salary and Wages	\$ 64,117,953	\$ 68,264,740	\$ 73,057,650	\$ 78,675,324	\$ 78,627,324	\$ 81,785,398	\$ 3,158,074	4.02%
Expenses	\$ 10,314,624	\$ 10,807,819	\$ 12,215,151	\$ 13,384,992	\$ 13,432,992	\$ 15,507,901	\$ 2,074,909	15.45%
Total 1100 Lexington Public Schools	\$ 74,432,577	\$ 79,072,559	\$ 85,272,801	\$ 92,060,316	\$ 92,060,316	\$ 97,293,299	\$ 5,232,983	5.68%
<small>* Amounts show are general fund only and does not reflect spending supported by Labbb Credit, Circuit Breaker Funds, Revolving Funds, or local/state/federal grant funds</small>								
					Transfer to Unclassified (Health, Medicare, Workers Comp) Workers Comp)	\$ 433,917	30.00 FTE	
					Total Recommended	\$ 97,727,216	\$ 5,666,900	6.16%
					Unallocated from Revenue Allocation Model	\$ 927,107		

As described above, the total recommended budget increase is 6.16% over the FY2016 appropriation, inclusive of benefits, Medicare, and Worker's Comp costs associated with new positions. For comparison, the FY16 budget recommended an increase of 7.00% (\$6,060,171) above the FY15 appropriation, inclusive of benefits, Medicare, and Worker's Comp costs associated with new positions.

The FY17 budget recommends that the salaries and wages line increase by \$3,158,074 (or 4.02%) to support the addition of 30.00FTE included in this budget. For comparison, the FY16 budget recommended an increase of \$5,178,473 (or 7.05%) to accommodate the recommended increase of 46.61 FTE.

The expense line is recommended to increase by \$2,074,909 (or 15.45%) over the FY2016 appropriation. The increase in the expense budget is largely driven by three main factors. These include the increases in the Regular Ed Transportation, Special Ed Transportation, and Tuition budget lines. These three budget lines are recommended to increase by \$1,738,970. This is approximately 84% of the recommended expense budget increase. The remaining 16% of the increase (\$335,939) is a function of per-pupil adjustments, cost of living adjustments, and other minor expense requests. For comparison, the FY16 budget recommended an increase of \$257,915 (or 1.96%), which was reduced by \$773,580 due to the 50% reduction in High Risk. The FY17 budget recommendation re-instates 100% funding of the High Risk category as described later in the Budget Overview.



The major drivers in the recommended school budget are a result of the following explained in further detail:

Negotiated Salary Increases

The FY17 budget includes funding for all negotiated bargaining unit increases and non-union positions. This includes both step increases and cost of living adjustments (COLA). Estimated amounts are used for contracts that remain unsettled and also for non-bargaining units. The current status of contracts and expiration dates can be seen below:

Bargaining Unit	Contract Term
LEA Unit A	09/1/15-8/31/18
LEA Unit C	09/01/12-08/31/15
LEA Unit D	07/01/12-06/30/15
LEA Tech Unit	07/01/12-06/30/15
ALA - Administrators	07/01/15-06/30/17

Enrollment Increases and Corresponding New Positions

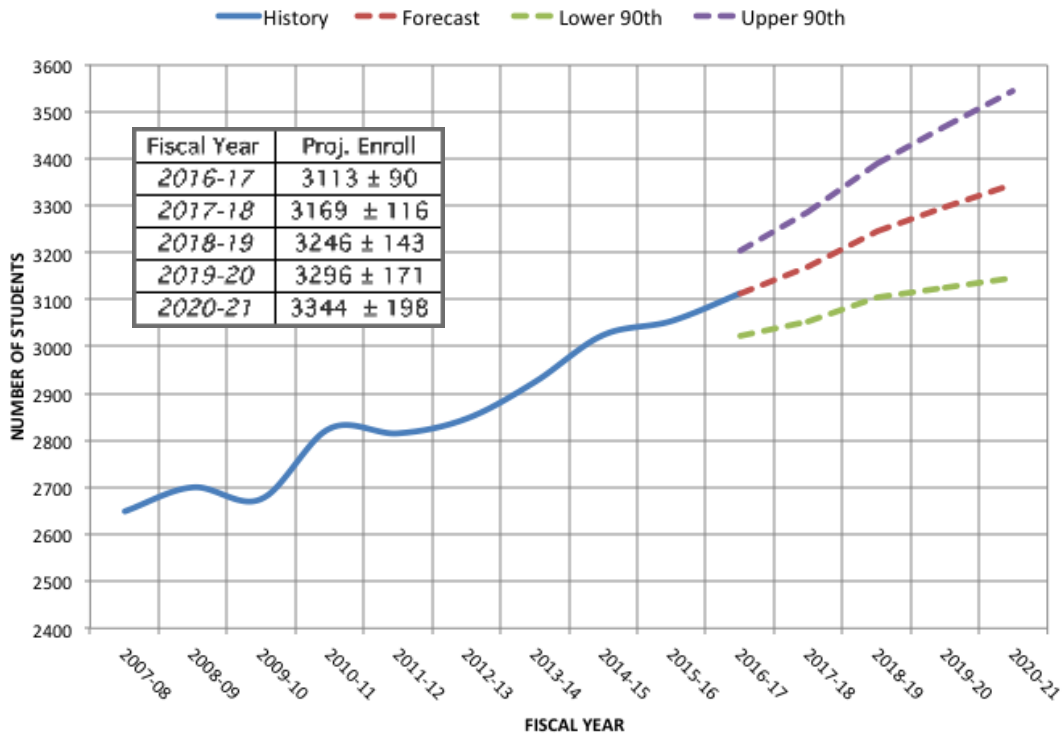
During the past five years, enrollment at Lexington Public Schools has increased by 552 students (+8.7%), or an average of 110 students per year (1.7% per year). Growth over the past five years has been most consistent and sustained when reviewing the last eight year period. These past increases have had a direct impact on the School Department operating budget each year to accommodate these new students and maintain the level of programming offered by Lexington Public Schools.

The District has completed an update in the fall of 2015 to the projections completed by the Enrollment Working Group last year. The updated projections are higher than the last year's Enrollment Working Group's numbers with narrower confidence intervals. These projections show that next year, the K-12 enrollment is projected to increase by 149 students (6,866 to 7,015), which is an increase of 2.17%. Over the full five year period the projection shows a total increase of 612 students (for a total of 7,478 students) from FY2015-16 levels (or about 1.8% per year).

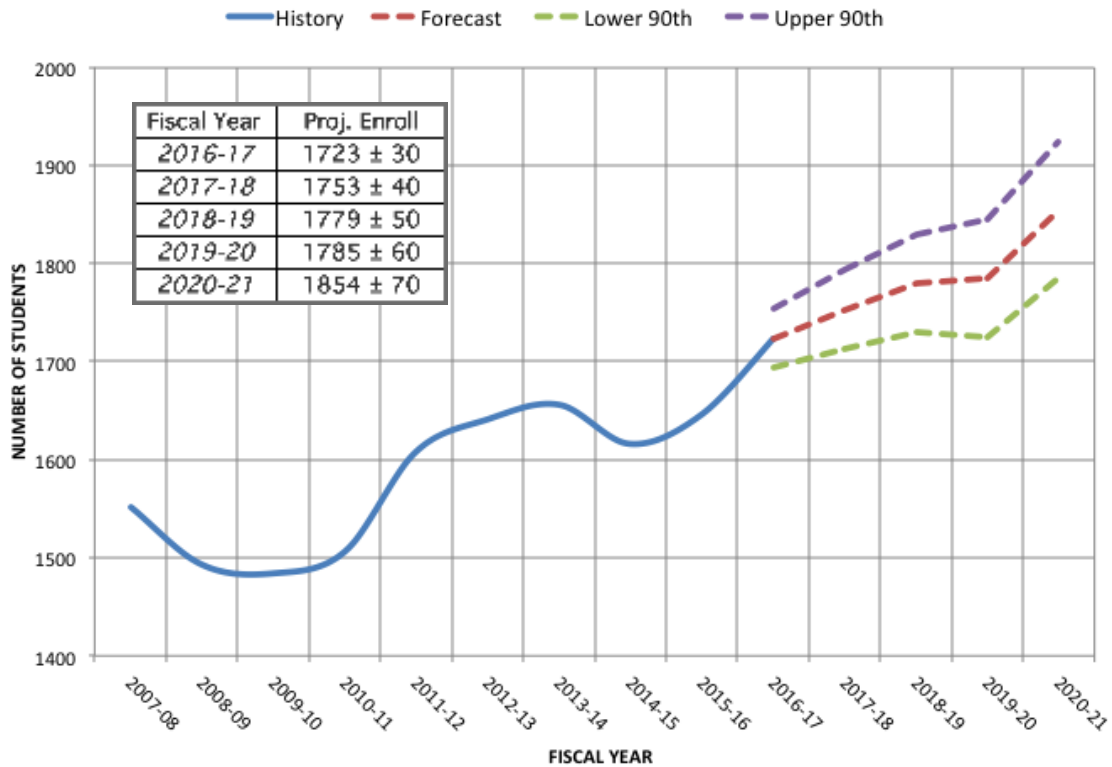
In order to better demonstrate the full impact of increasing enrollment to date and the projected trends visually at the various levels (elementary, middle school, high school) three charts have been provided below:



Elementary School Enrollment: History and Forecast for FY2017 to FY2021 (HDM)

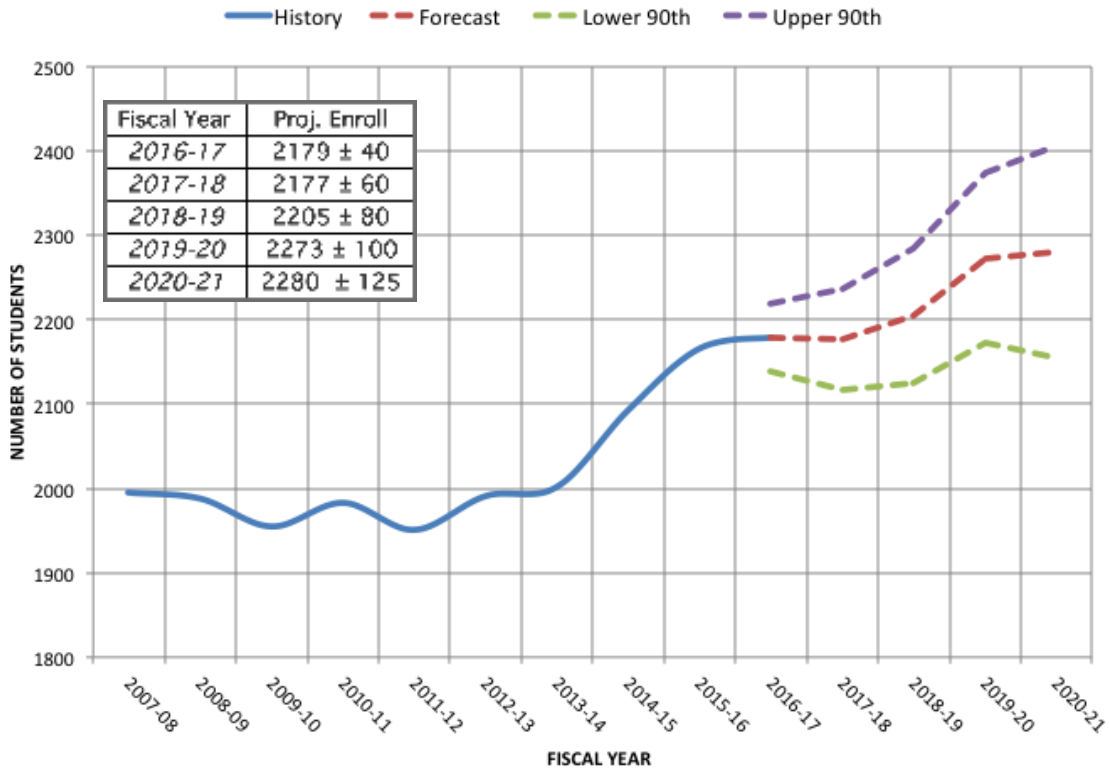


Middle School Enrollment: History and Forecast for FY2017 to FY2021 (CSM)





High School Enrollment: History and Forecast for FY2017 to FY2021 (CSM)



In order to address the increasing enrollment projected for FY2016-17 (149 students, or 2.17%), additional positions are included in the recommended budget. A total of 23.49 FTE is linked with the increasing enrollment in Lexington, and the necessary staffing needed to maintain the quality and level of service. In total, the recommended increase in staffing for the 2016-17 budget year is 30.0 FTE. Historical trends (based on FY14-16) indicate that approximately 14.25 FTEs are required to address enrollment and mandate requirements for every 1% increase in student population. FY2016-17 is indicating a projected increase in enrollment of 2.17%. Based on this data, it would indicate a need of 30.93 additional FTE for FY2016-17, which is above the total recommended increase.

Re-districting, Capital Projects, and Salary Differential

The FY17 budget includes funding of \$35,000 to have a consultant assist with further re-districting efforts as a result of the increasing enrollments, capacity constraints with current facilities, and upcoming major building projects. Additionally, the FY17 budget includes additional positions to address the re-allocation of resources that will happen as a result of re-districting decisions in the FY17 budget year. A review of the salary differential was conducted to evaluate whether an adjustment would be recommended. The salary line, despite being exceeded by FTE each year, has continued to return funds consistently. Also, the addition of increased unallocated positions to address enrollment and re-districting have prepared us to better address new position requests after the approval of the FY17 budget. Based on this decision and past trends in salary differential it is recommended that this increase by \$500,000 (from \$500,000 to \$1,000,000 as a budget offset).



Increased Special Education Costs

The FY2017 budget includes an increase of \$1,122,806 to fund the cost of out of district tuitions next year. The Fiscal Year 2015-16 budget included a recommendation to reduce the High Risk Category of the Tuition budget by 50%, or \$773,580. This decision has been closely monitored by the School Department during the beginning of FY2015-16's budget cycle. A detailed review of FY2015-16 and the last two budget year's was conducted.

	FY2014	FY2015	FY2016 (projected)
High Risk Budget	\$1,645,452	\$1,195,325	\$1,547,160
SC HR Budget Adjustments			-\$773,580
Net High Risk Budget	\$1,645,452	\$1,195,325	\$773,580
Total Tuition Surplus / (Deficit)	\$852,485	\$61,145	-\$757,000
High Risk cut reversal	\$0	\$0	\$773,580
Difference	\$852,485	\$61,145	\$16,580
Percent of High Risk Returned	51.81%	5.12%	1.07%

The table above outlines the tuition budget surplus (deficit) by fiscal year relative to the High Risk budget of that year. The chart includes adjustments to Fiscal Year 2016 to have a consistent comparison with prior fiscal years where the High Risk budget was not reduced by 50%. It should be noted, at the time the Fiscal Year 2016 budget was being created Fiscal Year 2015 final figures were not available. The above table illustrates that budgeting practices in the Tuition line have improved over time and supports the practice of budgeting the High Risk portion of the Tuition budget at 100%. This will continue to be monitored very closely to track trends.

Based on this information, and the data from FY2014-15 and FY2015-16 budget cycles, the budget recommendation includes reinstating the High Risk portion of the Tuition line to 100%. This change is included in the \$1,122,806 increase described above.

The FY17 budget includes funds to add a total of 7.73 FTE for the Special Education Department that are required due to an increase in the number of students with special needs and students with more challenging needs. The increase in demand for special education services is related to the overall increase in the student population and more students with significant needs moving into Lexington. Our investment in building in-house capacity now means we can provide higher quality educational services in all nine schools and avoid some placements in out-of-district schools and the corresponding transportation costs. A detailed listing of all new positions can be found in the Recommended Budget section.

Transportation Costs

Regular Education Transportation - Regular Education Transportation is recommended to increase \$392,043 to address increases in enrollment. In FY2016, a total of three buses were added to address overcrowding on buses. Also, two additional after school buses were added to accommodate increased enrollment in the program. Further, an increase in rates for FY2017 is also included in the budget. The FY2017 budget plans for the potential addition of two additional buses. This recommendation is made based on historical trends along with the upcoming re-districting plans. FY2017 is the final year of a five-year agreement with C&W Transportation.



Lexington Public Schools
2017 Superintendent's Recommended Budget

Special Education Transportation - Special Education Transportation is recommended to increase \$224,121 to address additional service needs for in-district transportation for expanding in-district programs, additional out of district student transportation, and the anticipated increase in rates. FY2017 is the 2nd year of a five year agreement.

Per Pupil Expenditure and Consumer Price Index (CPI) Adjustments

The FY17 budget includes funds to adjust expense budgets by a CPI of 1.8% to account for annual increases in costs. Additionally, those budgets with per pupil expenditures have been updated based on the October 1, 2015 enrollment data. Further, additional funding for year 2 of 2 to address the elementary principal school expense budgets is included. The total recommendation to address these increases is \$223,317. A detailed listing of expense budgets can be found in the Expenses section of the budget.

Elementary World Language

At the request of the School Committee during its December 15, 2015 School Committee meeting, the recommended FY17 budget includes funds to add a 0.25 FTE position to assist the Assistant Superintendent of Curriculum and Instruction with the development, planning, and details related to the K-5 World Language Program. Additional funding (\$50,000) is also included to convene task forces to address the re-structuring of the elementary school day. This is required because additional programming would be needed if this program were phased in at the K-5 levels. Initial estimates presented by staff anticipate this program implementation to cost approximately \$1,500,000 and \$1,800,000.

Program Improvement Needs

The FY17 budget includes funds to add 1.95 positions to address important programmatic needs. The total cost of these recommended programmatic improvements is \$143,683.

A detailed listing of all new positions and expense requests can be found in the Recommended Budget section of the budget book.

AGENDA ITEM SUMMARY

LEXINGTON SCHOOL COMMITTEE MEETING

ITEM NUMBER:

A.4

TODAY'S DATE: December 29, 2015

AGENDA ITEM TITLE: Superintendent Staffing Recommendation

PRESENTER: Dr. Czajkowski

SUMMARY:

The position of Special Assistant to the Superintendent is a new position requested by Dr. Czajkowski as a necessity to maintain an organized, efficient and responsive Superintendent's office environment. The Superintendent's office manages a multitude of tasks related to residency, documentation and special projects and has a current staff of 1 person.

SUGGESTED MOTION:

FOLLOW-UP:

REQUESTED MEETING DATE: January 5, 2016

AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM: 10 minutes

ATTACHMENTS:

Job Description: Position - Special Assistant to the Superintendent for Communications, Residency & Special Projects

DATE: _____
END TIME ON AGENDA

LEAVE BLANK

**POSITION: SPECIAL ASSISTANT TO THE SUPERINTENDENT FOR
COMMUNICATION, RESIDENCY, CENTRAL REGISTRATION &
SPECIAL PROJECTS**

QUALIFICATIONS:

- Minimum of 3-5 years of experience in a school department administrative position preferred
- Bachelor's Degree required; Master's Degree or higher preferred
- Ability to meet deadlines and handle multiple projects
- Maintaining confidentiality of work related information and materials
- Demonstrated ability to plan, prioritize, and problem-solve
- Effective and excellent communication, written and verbal, and interpersonal skills
- Demonstrated ability to work effectively with a diverse and multi-cultural student body and staff
- Demonstrated ability to collaborate effectively with diverse constituencies
- Ability to provide leadership at all levels of the district

REPORTS TO: Superintendent of Schools

PERFORMANCE RESPONSIBILITIES:

- Coordinates all activities related to town residency including, but not limited to: policy enforcement, validating required documentation, conducting home visits, communicating with prospective residents and maintaining all required documentation and communication logs.
- Assists in research, content development, and creation of presentations and written documentation.
- Supports the Superintendent with special projects as directed.
- Ensures collaboration with appropriate internal and external personnel to accomplish organizational goals and objectives as directed by Superintendent.
- Prioritizes and manages multiple projects simultaneously and follows-up on time-critical issues.
- Prepares reports by collecting and analyzing information.
- Prepares Superintendent Bulletins and communications with the public.
- Contributes to decision-making that creates medium- and long-term improvement.
- Directs ad-hoc projects as necessary and serves as project lead for planning of special events, meetings, and projects.
- Serves as Superintendent liaison to Parent Teacher Associations and Site-Based Councils.
- Researches and prepares responses to public information requests for review by the Superintendent.

- Serves as a member of the Superintendent's executive staff, participating in discussions and decision-making.
- Assists the Superintendent with administrative duties associated with his/her appointment to regional or statewide task forces/committees/panels/etc.
- Provides highly responsible organizational and confidential support to the Superintendent.
- Participates in community and organizational activities/events as an official representative of the Superintendent and district as assigned.
- Promotes a positive image of the district by working with constituents, responding to inquiries, providing information or referring to the appropriate office or person and following up with all aforementioned items.
- Maintains a visible presence as directed by the Superintendent at the local, state and/or national level.
- Assists members of the School Committee on district business.
- Provide high quality customer service.
- Responsible for maintaining web page(s) of Superintendent.
- Researches, prioritizes, and follows up on incoming issues and concerns addressed to the Superintendent, including those of a sensitive or confidential nature. Determines appropriate course of action, referral, or response.
- Collaborate with technology department to optimize Superintendent's integration of technology.
- Works closely and effectively with the Superintendent to keep him/her well informed of upcoming commitments and responsibilities, following up appropriately. Acts as a "barometer," having a sense for the issues taking place in the environment and keeping the Superintendent updated.
- Successfully completes critical aspects of deliverables with a hands-on approach, including drafting acknowledgement letters, personal correspondence, and other tasks that facilitate the Superintendent ability to effectively lead the district.
- Prioritizes conflicting needs; handles matters expeditiously, proactively, and follows-through on projects to successful completion, often with deadline pressures.
- Assists with a broad range of other administrative duties to support Superintendent as needed.

WORK YEAR: Twelve-month year with paid vacation

EVALUATION: Annually by the Superintendent of Schools

SALARY: \$115,000 to \$135,000 Per Year