

LEXINGTON SCHOOL COMMITTEE MEETING

Tuesday, January 5, 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. <u>Call to Order</u>:

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. <u>Return to Public Session and Welcome</u> (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. <u>Superintendent's Announcements</u>:

7:31 p.m. <u>School Committee Member Announcements</u>:

7:36 p.m. <u>Consent Agenda</u> (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
 - 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. <u>Adjourn</u>:

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

ITEM NUMBER: TODAY'S DATE: December 29, 2015 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? X 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 ____ 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:

TIME

ON

LEAVE BLANK

AGENDA

END

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?

\underline{X} 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
	LEAV	E BLAN	K

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

- 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 offsite.
- 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 2015Feasibility 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.

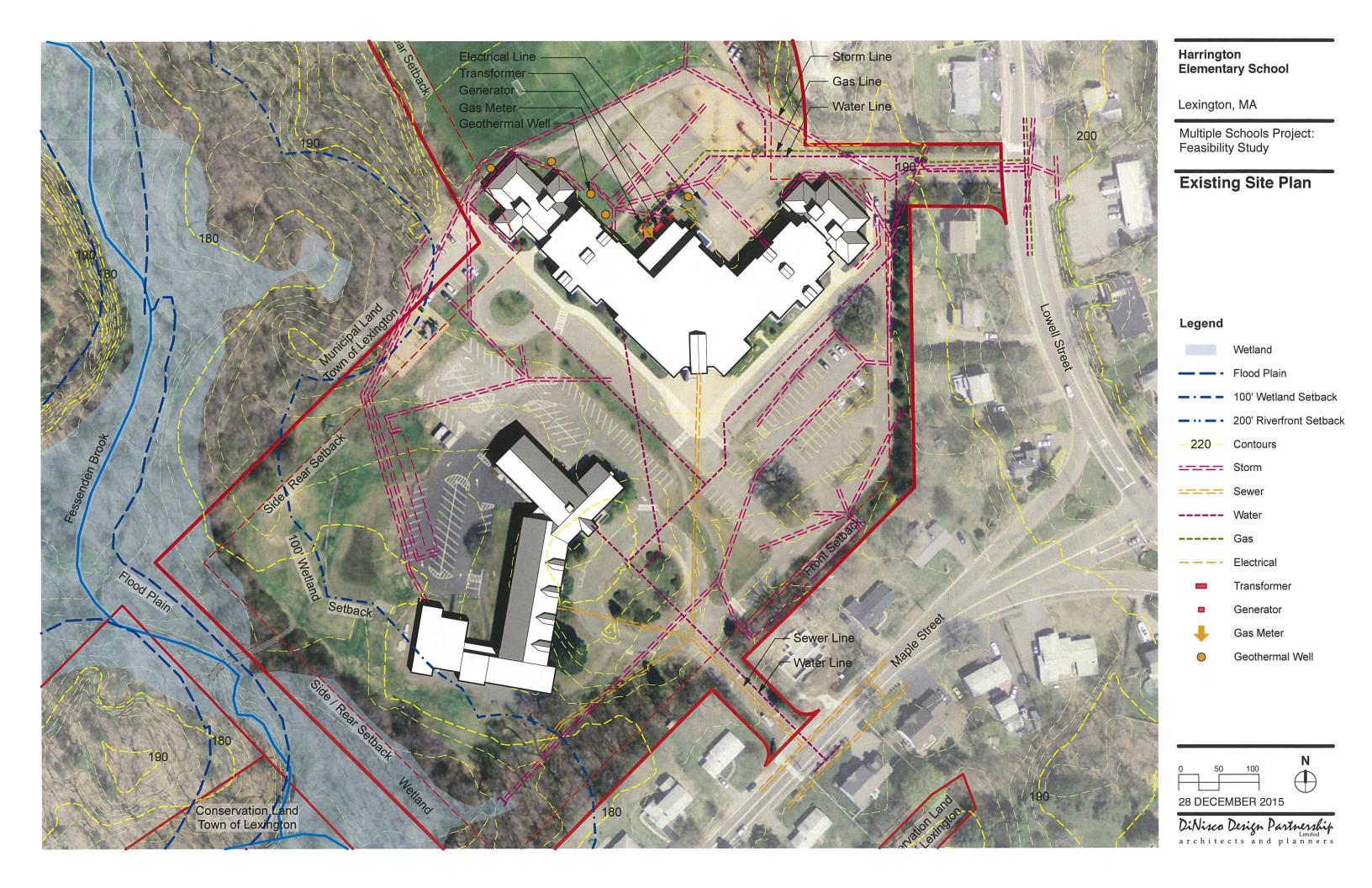
Total Project Cost is \$20,769,000.

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

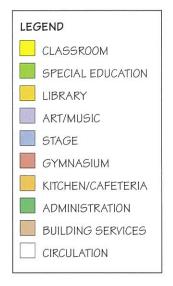




Lexington, MA

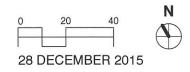
Multiple Schools Project: Feasibility Study

Existing Floor PlanFirst Floor



Total Existing

80,572 GSF





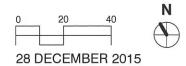
Lexington, MA

Multiple Schools Project: Feasibility Study

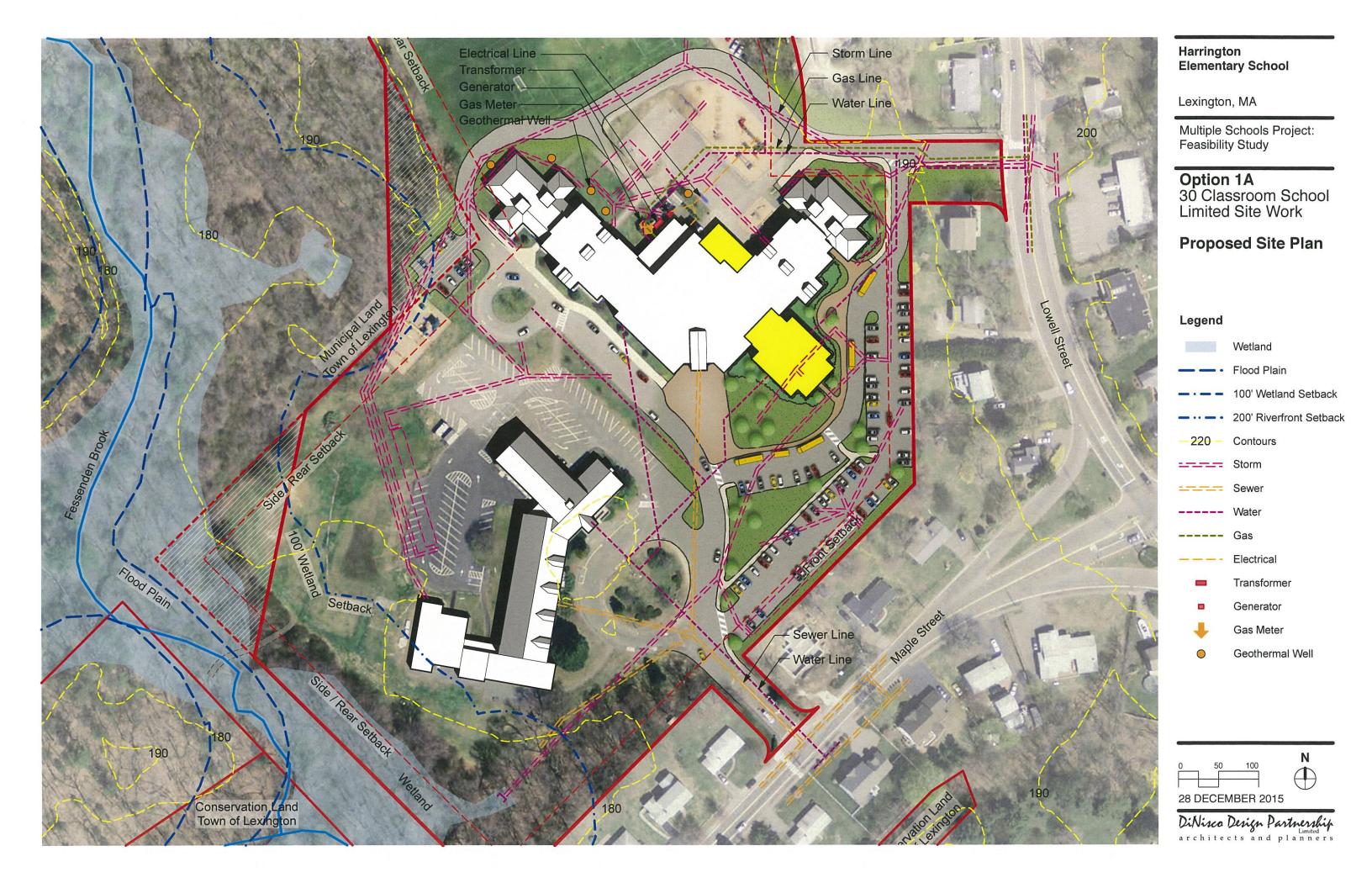
Existing Floor Plan Second Floor



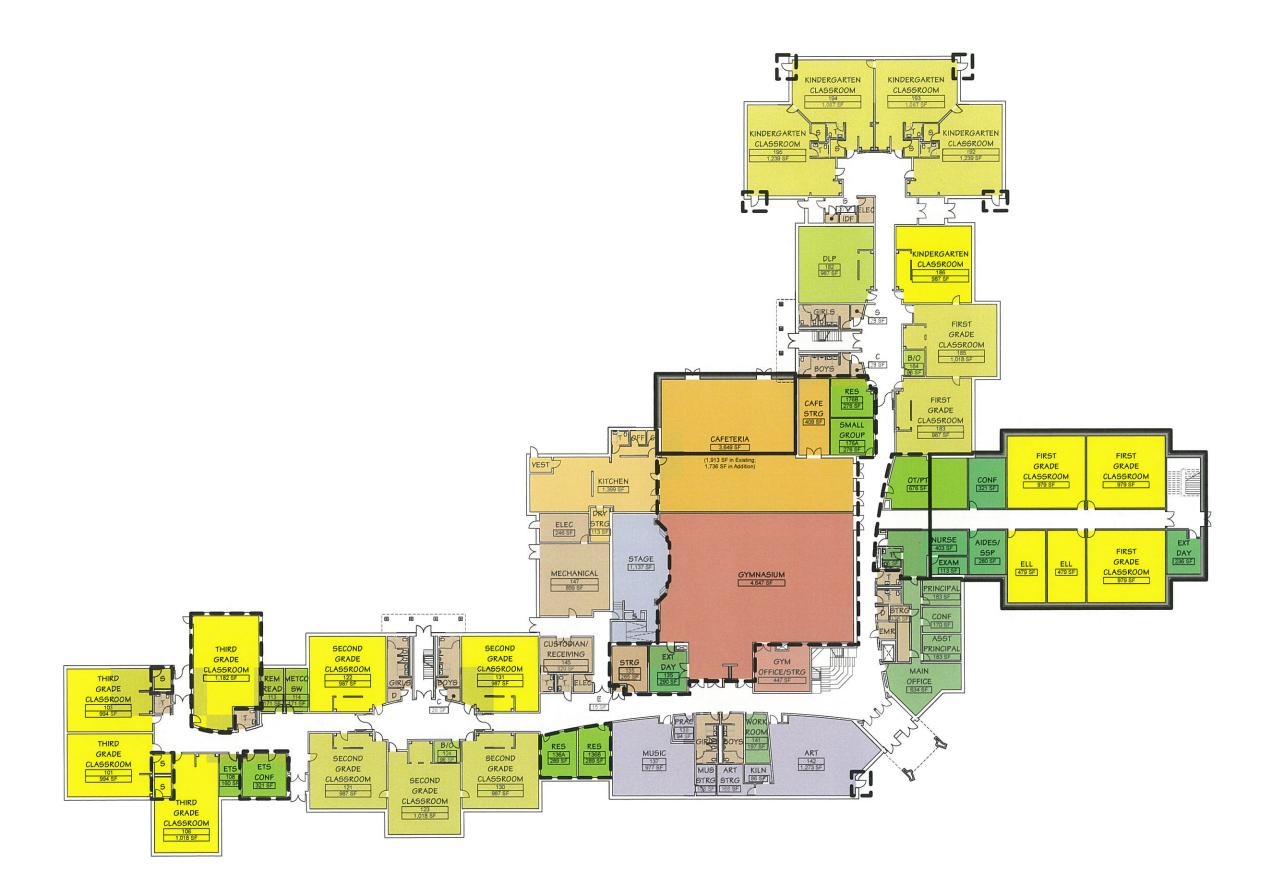
Total Existing



80,572 GSF







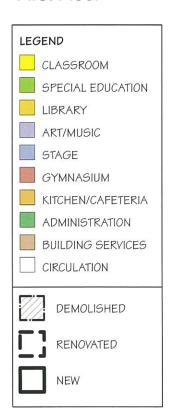
Lexington, MA

Multiple Schools Project: Feasibility Study

Option 1

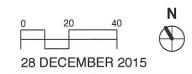
30 Classroom School

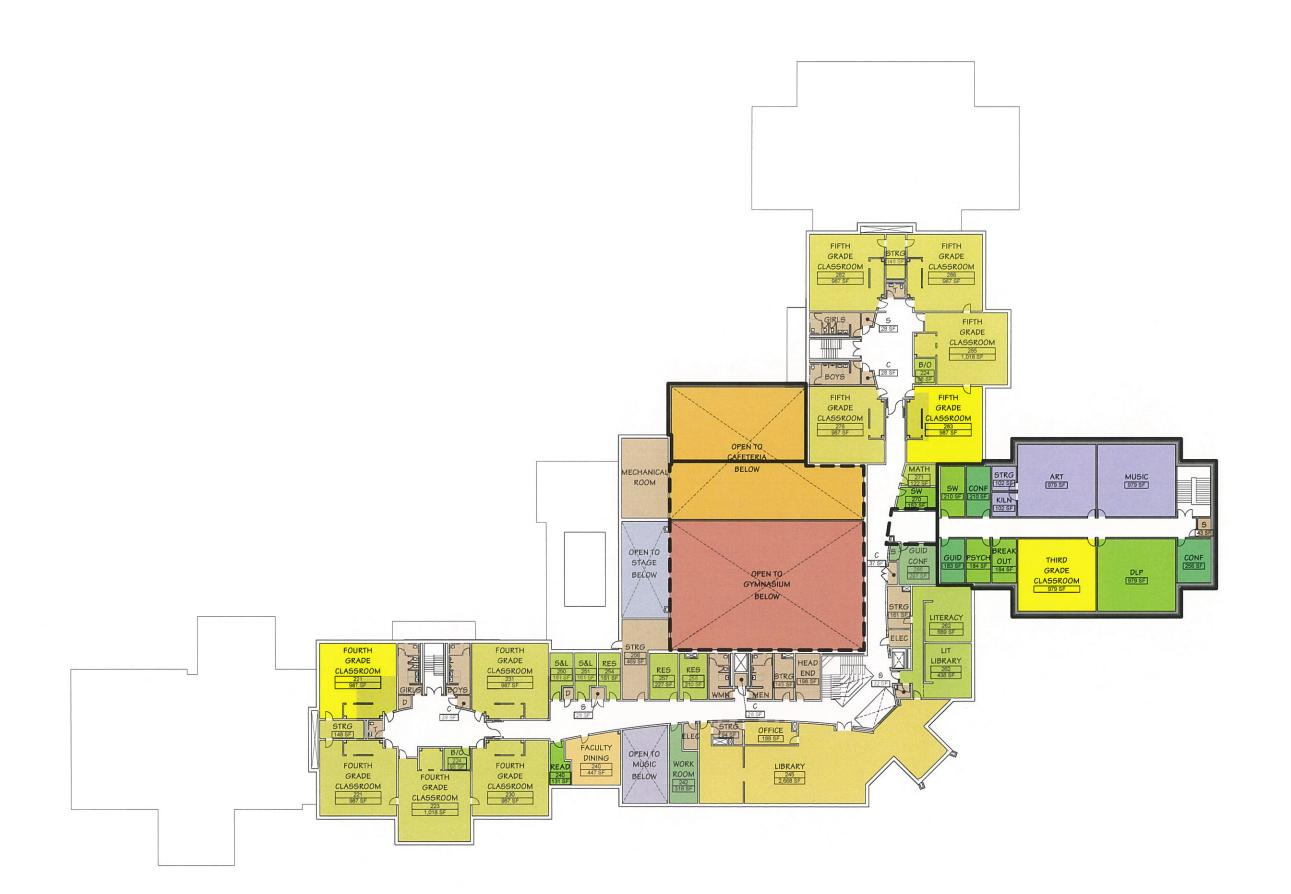
Proposed Floor Plan First Floor



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



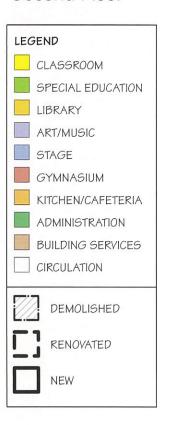


Lexington, MA

Multiple Schools Project: Feasibility Study

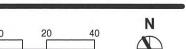
Option 1 30 Classroom School

Proposed Floor Plan Second Floor



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



28 DECEMBER 2015







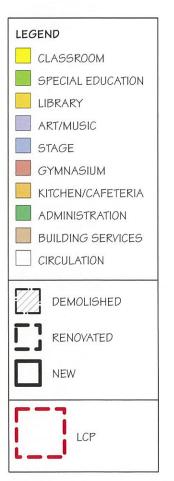
Lexington, MA

Multiple Schools Project: Feasibility Study

Option 2

24 Classroom School

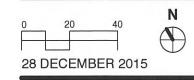
Proposed Floor Plan First Floor

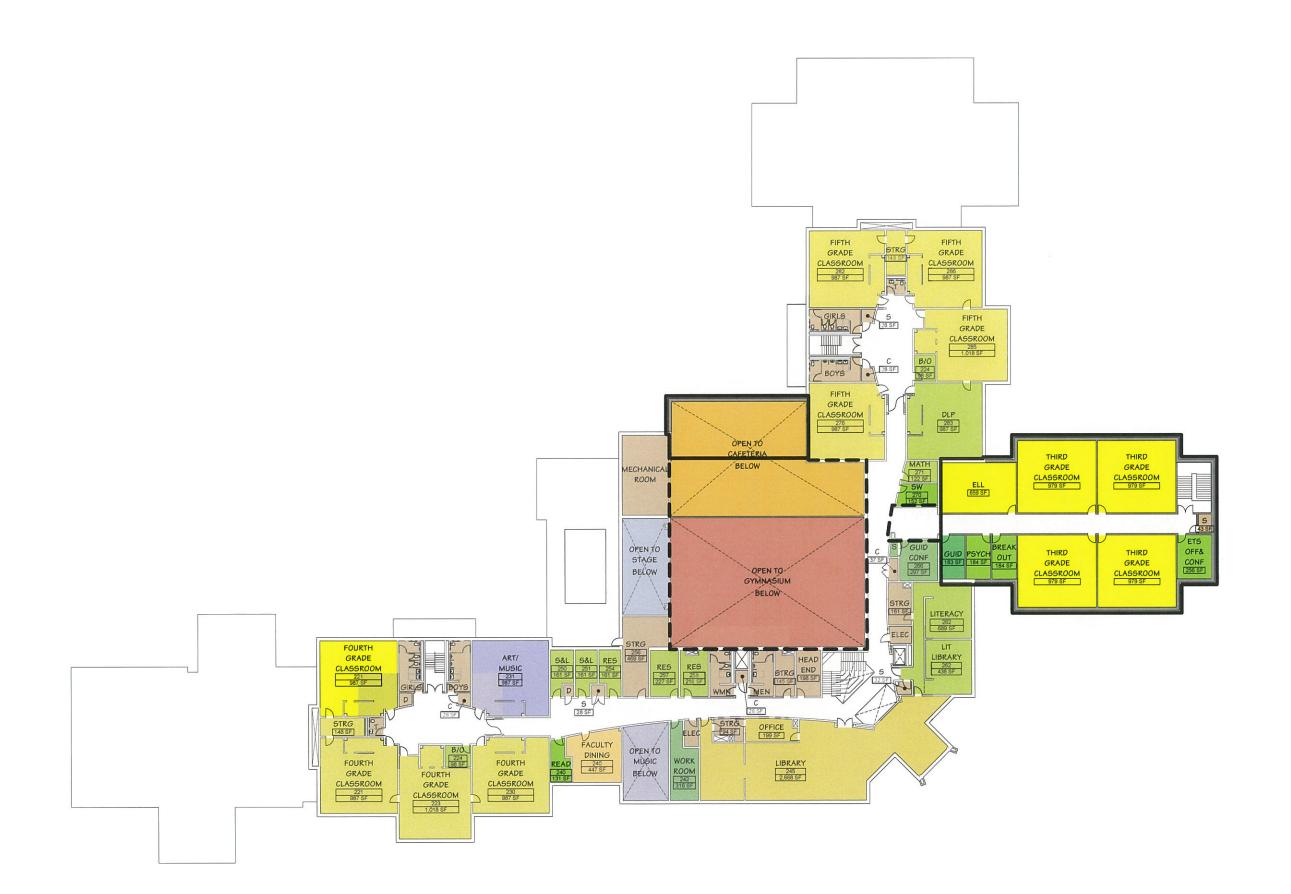


Total Existing 70,217 GSF
Total Reno 10,355 GSF
Total Cafe Add 1,420 GSF
Total Classrm Add 14,470 GSF

TOTAL

96,462 GSF





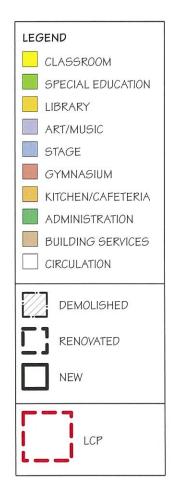
Lexington, MA

Multiple Schools Project: Feasibility Study

Option 2

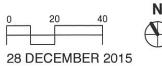
24 Classroom School

Proposed Floor Plan Second Floor



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

Total Classrm Add 14,470 GSF
TOTAL 96,462 GSF



Proposed Space Summary- Elementary Schools

Harrington Elem (as of FY 2015-16)	E	tions		
ROOM TYPE	ROOM NFA ¹	# OF RMS	area totals	
DRE ACADEMIC SPACES		25	25,996	
(List classrooms of different sizes separately) Pre-Kindergarten w/ tollet Pre-Kindergarten w/ tollet	994 1,018	2	1,988 1,018	3,00
Kindergarten w/ toilet	1,087	2	2,174	
Kindergarten w/ toilet General Classrooms - Grade 1-5 General Classrooms - Grade 1-5	1,239 987 1,018	2 14 4	2,478 13,818 4,072	
General Classrooms - Grade 1-5 General Classrooms - Grade 1-5 General Classrooms - Grade 1-5			4,012	
General Classrooms - Grade 1-5				
ELL ELL	152 0	0	152 0	
Classroom Storage	148	2	296	
CLIAL EDUCATION (List rooms of different sizes separately)			7,191	
Self-Contained SPED - DLP Self-Contained SPED - DLP	987	2	1,974	
Self-Contained SPED - toilet	0	0	0	
Resource Room Resource Room	161 210	1	161 210	
Resource Room Resource Room	227	1	227	
Resource Room Small Group Room / Speech & Language	161	, ,	322	
Small Group Room / Speech & Language Small Group Room / Math	122	1	122	
Small Group Room / Remedial Reading	0	0	0	
Small Group Room / Remedial Reading	0	0	0	
Literacy Literacy Library (Book Storage)	689 438	1	689 438	
OT/PT	592	1	592	
Small Group Room / Break Out Small Group Room / Break Out	98 131	4	322 322	
Small Group Room / Break Out				
ETS ETS Conference Room	0	0	0	
Social Worker Social Worker	191	1	191	
Metco Social Worker	0	0	0	
Psychologist	138	1	138	
Pre-Kindernarien Salf-Contained CDED DUD	E44	-		4 4.
Pre-Kindergarten Self-Contained SPED - DLP Pre-Kindergarten - Resource Room Pre-Kindergarten OT/PT - Moved to Old Harr.	614 160 549	2	614 320 549	1,48
RT & MUSIC	546		2,704	
Art Classroom - 25 seats Art Classroom - 25 seats	1,273	1 0	1,273	
Art Workroom w/ kiln Art Workroom w/ kiln	86 0	0	86 0	
Art Workroom w/ Storage Art Workroom w/ Storage	166 0	0	166 0	
Music Classroom / Large Group - 25-50 seats Music / Art Classroom	977 0	1 0	977 0	
Music Practice / Ensemble Music Storage	94 108	1-1	94 108	
EALTH & PHYSICAL EDUCATION Gymnasium	4.096	1	4,543 4,096	
Gym Storeroom and Office	447 Included abo	1 1	447	
EDIA CENTER			2,867	
Media Center / Reading Room	2,867	1	2,867	
NING & FOOD SERVICE Cafeteria / Dining	2,385	1	5,481 2,385	
Stage Chair / Table / Equipment Storage Kitchen	1,137 0 1,512	1 0 1	1,137 0 1,512	
Staff Lunch Room	447	ii	447	
EDICAL Medical Suite Toilet	Included in V	Vaiting Room	520	
Nurses' Office / Waiting Room Examination Room / Resting	441 79	1-1-	441 79	
DMINISTRATION & GUIDANCE			2,813	
General Office / Waiting Room / Toilet Teachers' Mail and Time Room		1 Seneral Office	634	
		General Office General Office	183	
Principal's Secretary / Waiting Assistant Principal's Office	Included in C 183	Seneral Office	183	
Supervisory / Spare Office / SSPs Conference Room	0 170	0	0 170	
Conference Room Conference Room	253 0	1 0	253 0	
Conference Room Guidance Office Guidance Conference	0 86 297	0 1	0 86 297	
Guidance Conference Teacher Work Room Teacher Work Room	197 316	1-1-1	197 316	
		1		
Pre-Kindergarten - General Office Pre-Kindergarten - Director's Office	152 171	1	152 171	49
Pre-Kindergarten - Conference Room	171	1	171	
	Included in F		1,857	
Custodian's Workshop Custodian's Storage Custodian's Storage	Included in F 37 28	Receiving 1	37 224	
Custodian's Storage	20	1	20	
Receiving and General Supply	Included in F 320	1 1	320	
Storeroom Network / Telecom Room	198	Varies 1	1,058 198	
THER			358	
Extended Day Office Extended Day Office	358 0	1 0	358 0	
Total Building Net Floor Area (NFA)		ES Program	49,347	
.s.s. saliding 1101 Floor Aled (NEA)		PK Program	49,347 4,983 54,330	
Proposed Student Capacity/Enrollment				
		PK GSF	7,189	
Total Building Gross Floor Area (GFA) ²		ES GSF	73,383 80,572	

Existing	to Remain/Re	enovated	Ne	ew Additio	w Addition Total			
ROOM NFA ¹	# OF RMS	area totals	ROOM NFA ¹	# OF RMS	area totals	ROOM NFA ¹	# OF RMS	area totals
	26	27,026		4	4,874		30	31,900
0	20	27,020						01,000
0							-	
1,087 1,239	2 2	2,174 2,478				1,087 1,239	2 2	2,17 2,47
987 1,018	14 5 2	13,818 5,090				987 1,018 994	14 5 2	13,818 5,090 1,980
994 1,182	1	1,988 1,182	979		3,916	1,182 979	1 4	1,18 1,18 3,91
0			979	7	3,910	979	1	3,51
			479	2	958	479	2	95
148	2	296				148	2	29
		5,206			2,811		28	8,017
987	11	987	979	1	979	987 979	1 1	98° 97°
0							ļi	
161 210	1	161 210				161 210	1 1	16 21
227 276	1	227 276				227 276	1	22 27
			289	2	578	289	2	57
161	2	322				161	2	32
122	1	122				122	1 1	12:
171 131	1	171 131				131	1-1-	13
689 438	1	689 438				689 438	1-1-1	68: 43:
0			676	1	676	676	1	670
98	4	392				98	4	392
276	11	276	184	1	184	276 184	1-1-1	276 184
160	1	160				160	1	160
321	1	321				321	1	32
152	1	152	210	1	210	152 210	1-1-1	152 210
171	1	171				171	1	17
0			184	1	184	184		184
							ļ	
0	0	0					<u> </u>	
0	0						-	
1,273	1	2,704 1,273			2,162	1,273	1	4,866
0 86	1	86	979	1	979	979 86 102	1 1	979 80 100
0 166 0	1	166	102 102	1	102 102	166 102		166 100
977	1	977				977	1	97
94	1	94	979	1	979	979 94 108	1 1	979 97 100
108	1	108				100	1	
4,647 447	1	5,094 4,647 447			0	4,647 447	1-1-	5,094 4,64 44
ncluded abov		77/				Included abo		
2,867	1	2,867 2,867	1848/18		0	2,867	1	2,867 2,86
2,007		4,053			868			6,745
1,913 1,137	0.5	957 1,137	1,736	0.5	868	3,649 1,137	1-1	3,64 1,13
0 1,512	0	1,512				1,512	0	1,51
447	1	447				447	11	44
)		0	Included	in Waiting	582 Room			582
0			469 113	1	469 113	469 113	11	46 11
		1,980			1,250			3,230
634 ncluded in Ge		634					1 Seneral Office	63-
ncluded in Ge ncluded in Ge	eneral Office eneral Office		<u> </u>			Included in C Included in C	eneral Office General Office	
183 ncluded in Ge	1	183					1 General Office	18
183	1	183	280	1	280	183 280	1	18 28
170 0	1	170	321	1	321	170 321	1-1-	17 32
0		ļ	256 210	1 1	256 210	256 210 183	1 1	25 21 18
0 297 197	1	297 197	183	!	183	183 297 197	1 1	18 29 19
316	1	316	ļ			316	1 1	31
0	0	0					-	
0	0	0					7	
		2,069			43			2,112
ncluded in Re						Included in F		
37 28	1 8	37 224				37 28	8	3 22
20	1	20				20	1 1	2
ncluded in Re 320	1	320				Included in F 320	1 1	32
198	Varies 1	1,270 198		Varies	43	198	Varies 1	1,31 19
		290			236	822		526
290 0	1	290	236	1	236	290 236	1 1	29 23
					45.5		1	
		51,289	ļ		12,826			65,939
		ļ		ļ	20 -	Buil	ding Capacity tudents / clrm	64
		80,572			16,310		waems / CITM	96,88
	ļ	80,572 1.57	ļ		16,310		<u> </u>	96,88

¹ Individual Room Net Floor Area (NFA)

Includes the net square footage measured from the inside face of the perimeter walls and includes all specific spaces assigned to a particular program area including such spaces as non-communal toilets and storage rooms.

² Total Building Gross Floor Area (GFA)

Includes the entire building gross square footage measured from the outside face of exterior walls

Proposed Space Summary- Elementary Schools

				OPTION 2 - 24 Classroom School Existing to Remain/Renovated New Total								
Harrington Elem (as of FY 2015-16)	Existing Conditions		Existin	ng to Remain/F	Renovated	ROOM	New		ROOM	Total		
ROOM TYPE	NFA ¹	# OF RMS	area totals	NFA ¹	#OF RMS	area totals	NFA ¹	# OF RMS	area totals	NFA ¹	# OF RMS	area totals
CORE ACADEMIC SPACES (List classrooms of different sizes separately) Kindergarten w/ toilet	1,087	22	22,990	1,087	16	16,885		8	8,491	1,087	24	25,376
Kindergarten w/ toilet General Classrooms - Grade 1-5 General Classrooms - Grade 1-5	1,087 1,239 987 1,018	2 2 14	2,174 2,478 13,818 4,072	1,087 1,239 987 1,018	2 9 3	2,174 2,478 8,883 3,054				1,239 987 1,018	2 2 9	2,47 8,88 3,05
General Classrooms - Grade 1-5 ELL	152	1	152	0	0	0	979 659	1	7,832 659	979 659	1	7,83 65
Classroom Storage	148	2	296	148	2	296				148	2	29
Pre-Kindergarten w/ toilet - Integrated AM + PM Programs, (ROOM 101, 103) Pre-Kindergarten w/ toilet - Integrated AM + PM Programs	994	2	1,988	3,006 994 1,018	2	1,988 1,018				994 1,018	2	1,98
Pre-Kindergarten w/ toilet - Sub Separate PM Program, (ROOM 106) Pre-Kindergarten at Old Harrington - Sub Sep. ABA Full	1,018	1	1,018	976	1	976				976	1	97
Day (OLD HARR) Pre-Kindergarten itinerant Teachers SPECIAL EDUCATION	0	0	0 0 5,708	976 171	1	1,952 171 4,720			1,300	976 171	1 19	1,95 17 6,020
(List rooms of different sizes separately) Self-Contained SPED - DLP Self-Contained SPED - toilet	987 0	2 0	1,974 0	987 0	2	1,974			1,500	987	2	1,97
Resource Room Resource Room Resource Room	161 210 227	1	161 210 227	161 210 227	1	161 210 227				161 210 227	1	16 21 22
Small Group Room / Speech & Language	161	2	322	161	2	322				161	2	32
Small Group Room / Math Small Group Room / Remedial Reading	122 0	0	122 0	122	1	122 131				122 131	1	12
Literacy Literacy Library (Book Storage)	689 438	1	689 438	689 438	1	689 438				689 438	1	689 430
OT/PT Small Group Room / Break Out Small Group Room / Break Out	592 98 131	4	592 322 322	98	3	0 294	676 184	1 1	676 184	98 184	3	67 29 18
ETS + Conference Room	0	Ó	0				256	1	256	256	1	25
Social Worker Metco Social Worker	191 0	0	191 0	152 0	0	152 0				152 0	0	15.
Psychologist	138	1	138				184	11	184	184	1	18
Pre-Kindergarten Self-Contained SPED - DLP Pre-Kindergarten - Resource Room / Breakout Rooms Pre-Kindergarten - Resource Room / Breakout Rooms Pre-Kindergarten OT/P1 - (ROOM 111)	614 160 549	2	614 320 549	1,483 1,018 191 98 614	1	1,018 191 98 614				1,018 191 98 614	1	1,010 19 90
Pre-Kindergarten OT/PT Pre-Kindergarten OT/PT Pre-Kindergarten Speech & Language Pre-Kindergarten Speech & Language	0 0 0	0 0	0 0 0	549 160 152	1 2 1	549 320 152				549 160 152	1 2	61- 54: 32: 15:
Pre-Kindergarten Psychologist ART & MUSIC	0	0	2,704	171	11	3,691			0	171	1	3,691
Art Classroom - 25 seats Art Workroom wi kilo Art Workroom wi Storage Music Classroom / Large Group - 25-50 seats	1,273 86 166 977	1	1,273 86 166 977	1,273 86 166 977	1	1,273 86 166 977				1,273 86 166 977	1 1	1,27 8 16 97
Music / Art Classroom Music Practice / Ensemble Music Storage	0 94 108	0 1	0 94 108	987 94 108	1 1	987 94 108				987 94 108	1	98 9. 10
HEALTH & PHYSICAL EDUCATION Gymnasium Gym Storeroom and Office	4,096 447	1	4,543 4,096 447	4,647 447	1	5,094 4,647 447			0	4,647 447	1	5,094 4,64 44
Health Instructor's Office W Shower & Toilet Pre-Kindergarten Motor Room (Moved to Old Harr)	Included abo	ve 0		Included abov	/e : ors / gym in Har					Included abov	ors/gym in Ha	
MEDIA CENTER Media Center / Reading Room	2,867	1	2,867 2,867	2,867	1	2,867 2,867			0	2,867	1	2,867 2,86
DINING & FOOD SERVICE Cafeteria / Dining Stage	2,385 1,137	1 1	5,481 2,385 1,137	1,913 1,137	0.5	4,053 957 1,137	1,323	0.5	662 662	3,236 1,137	1	6,332 3,23 1,13
Chair / Table / Equipment Storage Kitchen Staff Lunch Room	0 1,512 447	1 1	0 1,512 447	0 1,512 447	0 1 1	0 1,512 447				0 1,512 447	0 1 1	1,51 44
Pre-Kindergarten Staff Lunch Room	0	0	0	0 Shared w/ Pre	K Teacher Wo					Shared w/ Pro	-K Teacher W	
MEDICAL Medical Suite Toilet Nurses' Office / Waiting Room Examination Room / Resting	Included in W 441 79	/aiting Room	520 441 79	Included in W	aiting Room	0	469 113	1	582 469 113	Included in W 469 113	aiting Room	582 46 11
Pre-Kindergarten Nurse	0	0	0	0 Utilize Harring	ton Nurse					Utilize Harring	ton Nurse	
ADMINISTRATION & GUIDANCE General Office / Waiting Room / Toilet Teachers' Mail and Time Room Duplicating Room		1 eneral Office eneral Office	2,319 634	634 Included in G		1,980 634			784	634 Included in G Included in G		4,316 63
Records Room Principal's Office w/ Conference Area Principal's Secretary / Waiting	Included in G 183 Included in G	eneral Office	183	Included in G 183 Included in G	eneral Office 1 eneral Office	183				Included in G 183 Included in G	eneral Office	18
Assistant Principal's Office Supervisory / Spare Office / SSPs Conference Room Conference Room	183 0 170 253	1 0 1	183 0 170 253 86	183 170	1	183 170	280	1	280 321	183 280 170 321	1	18 28 17 32 18
Guidance Office Guidance Conference Teacher Work Room	86 297 197	1 1	86 297 197 316	297 197 316	1 1	297 197 316	183	1	183	183 297 197 316	1 1	18 29 19 31
Teacher Work Room Pre-Kindergarten - General Office	316	1 1	152	494 513	4	513				513	1	1,55
Pre-Kindergarten - Parent Walting Area Pre-Kindergarten - Director's Office Pre-Kindergarten - Conterence Room Pre-Kindergarten - Teacher Work Room & Lunch Room	0 171 171 0	0 1 1 0	0 171 171	Included in G 196 251 592	eneral Office	196 251 592				Included in G 196 251 592	eneral Office	19 25 59
CUSTODIAL & MAINTENANCE Custodian's Office	Included in R	eceiving	1,817	Included in Re	eceiving	1,815			43	Included in R	eceiving	1,858
Custodian's Workshop Custodian's Storage Custodian's Storage Custodian's Storage	Included in R 37 28	eceiving 1 8 1	37 224	Included in Re 37 29 20	eceiving 1 7	37 203 20				Included in R 37 29 20	eceiving 1 7	3 20 2
Recycling Room / Trash Receiving and General Supply	Included in R 320	eceiving 1	320	Included in Re	1	320				Included in R	1 1	32
Storeroom Network / Telecom Room Pre-Kindergarten - Storage	198	Varies 1	1,037 198 0	198	Varies 1 Varies	1,037 198 386		Varies	43	198	Varies 1 Varies	1,08 19 38
OTHER Lextended Day Office	358	1	358 358			0	236	1	236 236	236	1	236 23
Total Building Net Floor Area (NFA)		ES Program				41,105 11,156			12,098			56,372 11,15
Proposed ES Student Capacity / Enrollment		TOTAL	4,983 54,290			11,156				ES Build	ing Capacity	51
Proposed PK Student Capacity / Enrollment										irms x 21.5 st	ing Capacity	10
Total Building Gross Floor Area (GFA) ^X		ES GSF PK GSF	73,383 7,189 80,572			64,122 16,450 80,572			15,890 0 15,890			80,01 16,45 96,46
		·p						·	,		,	

¹ Individual Room Net Floor Area (NFA)

Includes the net square footage measured from the inside face of the perimeter walls and includes all specific spaces assigned to a particular program area including such spaces as non-communal toilets and storage rooms.

² Total Building Gross Floor Area (GFA)

Includes the entire building gross square footage measured from the outside face of exterior walls

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?
-------------	---------	----------	-------------	-----------	----	-------

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. X 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
\underline{X} 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
	LEAVI	E BLAN	K



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

ITEM NUMBER: A.2.b

TODAY'S DATE: December 29, 2015

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.

 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.
X 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
X_ 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

LEAVE BLANK

AGENDA



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

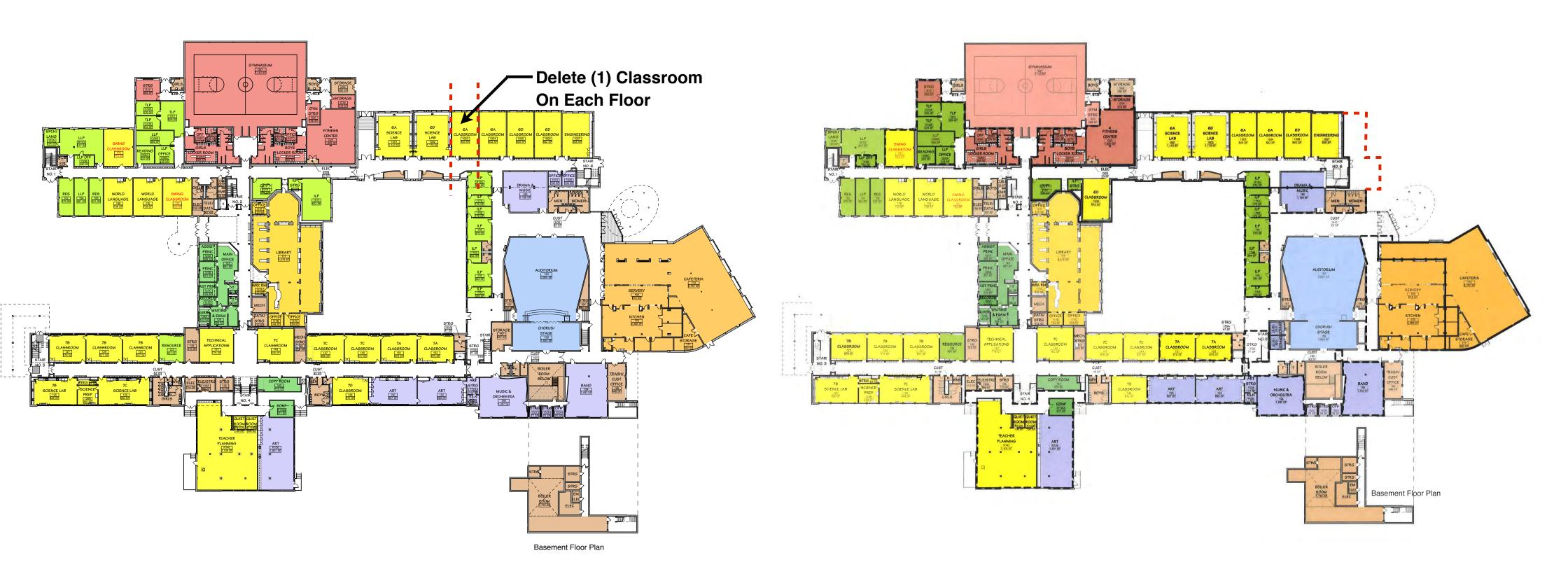
After a significant amount of discussion with administration as well as feedback from students, parents, and staff regarding the ILP program, at the November 17 School Committee meeting, I am recommending at this time that this program remain at Clarke Middle School.

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 YO	U WISH SCHOOL	L COMMITTEE TO	TAKE?
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 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.
X 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
X 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.
and Piske Schools, with an expected completion date in fair of 2010.
FOLLOW-UP:
Provide update after final location, schedule, and budget is determined.

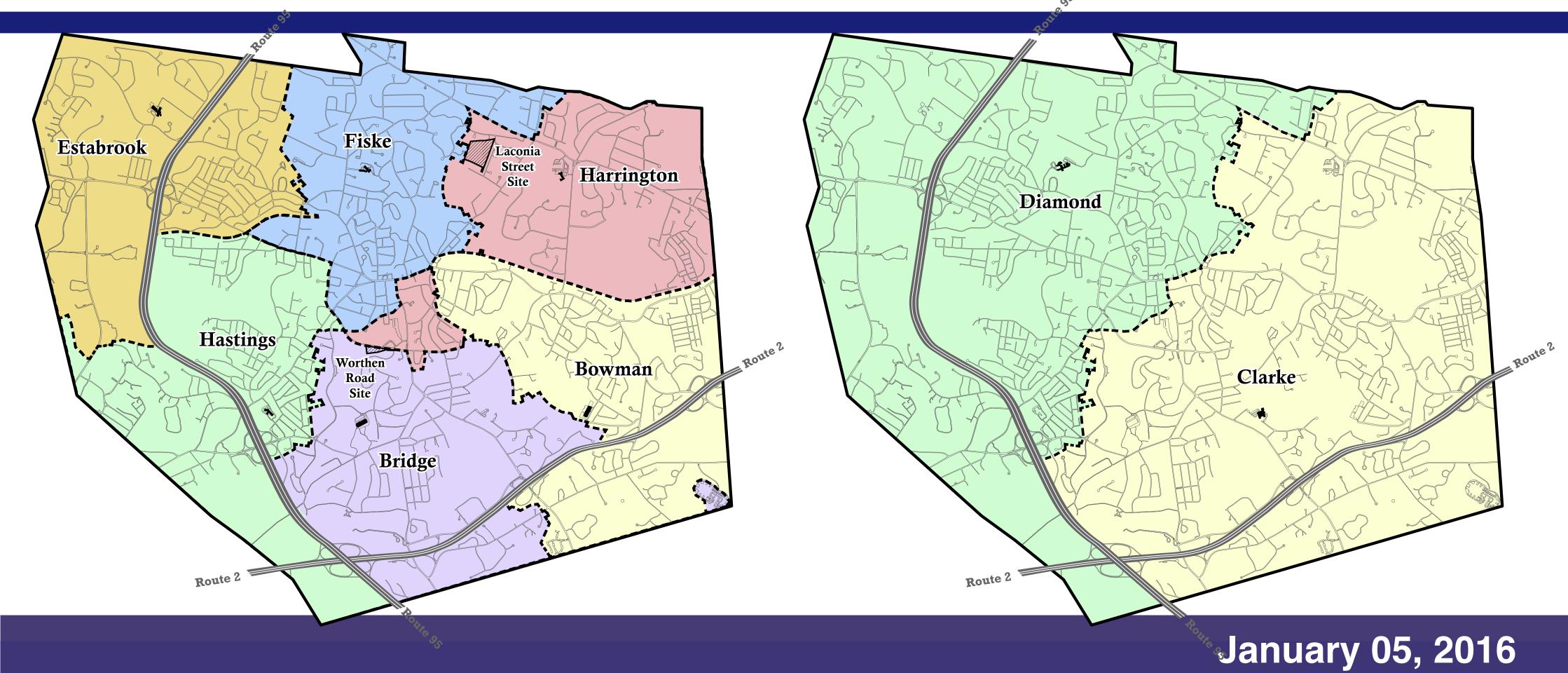
AMOUNT OF TIME REQUESTED FOR THE AGENDA ITEM:

REQUESTED MEETING DATE: TBD

ATTACHMENTS: DiNisco overview of locations and schedule.

DATE:	
END TIME ON AG	ENDA
LEAVE	BLANK

DiNisco Design Partnership



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



Bridge | Modular Option A.2



Fiske | Modular Options



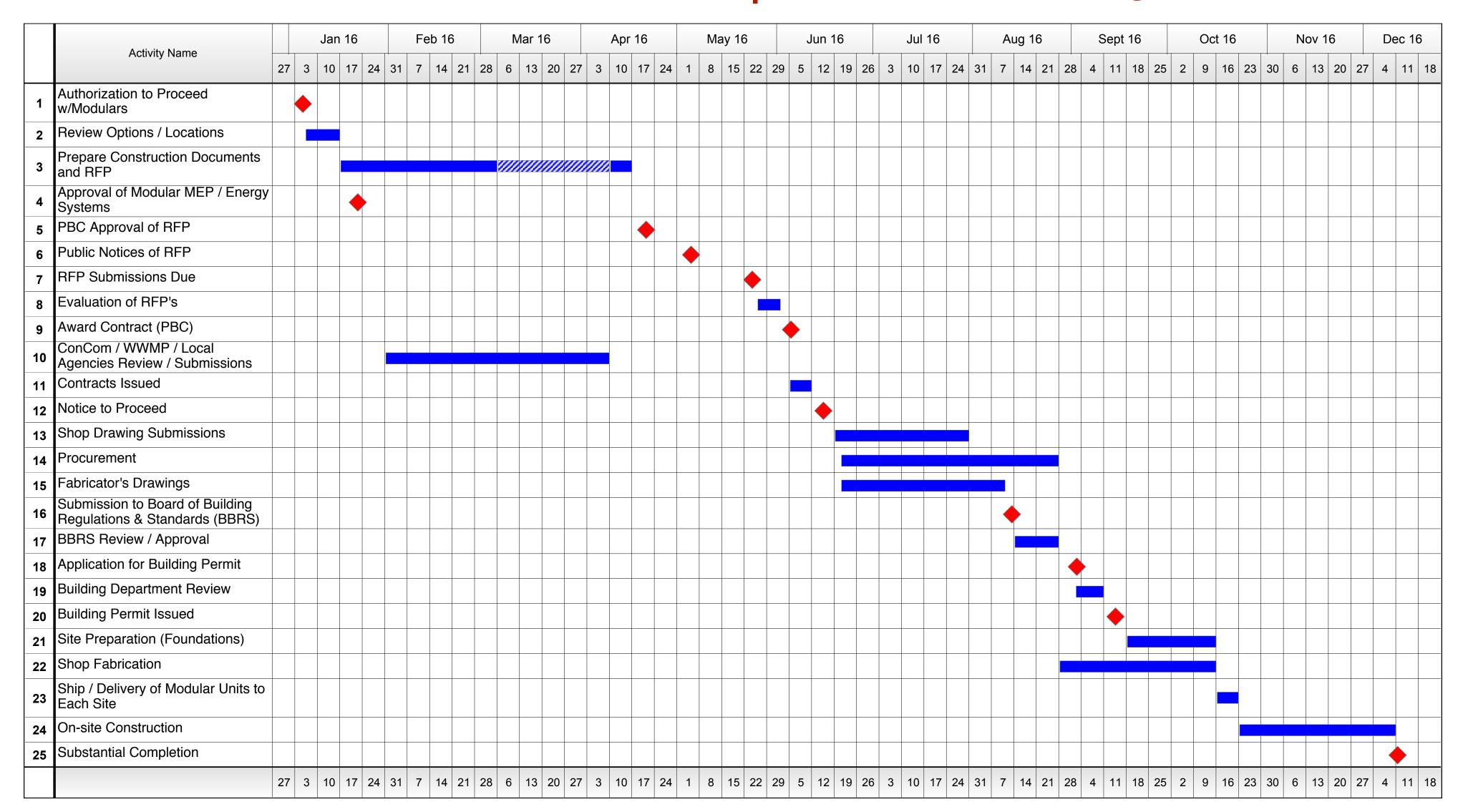
Fiske | Modular Option A.1



Fiske | Modular Option E.1



Modular Classrooms | Preliminary Schedule



AGENDA ITEM SUMMARY LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: December 29, 2015

ITEM NUMBER:

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.
X 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
\underline{X} 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.
r r r r r r r r r r r r r r r r r r r

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:

<u>ATTACHMENTS</u>: Comparison of three HVAC systems, BOH recommendation, and Sustainable Lexington vote.

DATE	•	
END T	TIME ON AGENDA	
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HVAC Options | Life Cycle Cost Summary

HVAC Options		L	ife Cycle Co	sts	
	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 Cr	edits 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

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.

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

TO:

Patrick Goddard, Director of Public Facilities

FROM:

Gerard Cody, Health Director

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 2pipe 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.
\underline{X} 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
\underline{X} 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	

Lexington, MA

		DESIGN DEVELOPMENT 10/22/15				Impact			Recomme	endations		Decisio	n & Cost Im	plication	Comments
					Yes	/ No / Pote	ential	Y	es / No / Po	tential/ De	fer				
		Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred	
	VAL	UE ENGINEERING OPTIONS	Credit Add												
	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
SWII	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
VE ITEMS	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
SITE -	6	Eliminate bridge at Stedman Road	\$376,073				Yes	No	No	No					Not an option if building addition proceeds
0	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.

21 December 2015 Page 1 of 3

		DESIGN DEVELOPMENT 10/22/15				Impact			Recomme	endations		Decisio	n & Cost Im	olication	Comments
					Yes	/ No / Pote	ential	Ye	es / No / Po	tential/ De	fer				
		Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred	
	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
ω,	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.
ITEMS	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
, V	16	Eliminate Locker Room and 2 classrooms	\$585,886		Yes			NA	No	No					Not an option, required for program
BUILDING	17	Delete 2 sinks in Music Room	\$20,184	\$20,184				Yes	Yes	Yes					
BUII	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					
VE	21	Reduce Ceramic Tile by 40%	\$56,772	\$56,772			Potential	Yes	Yes	Yes					Reduced durable material in Corridors and Toilet Rooms
VGS -	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)
FURNISHIF	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)
5	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

21 December 2015 Clarke Middle School VE Log

DESIGN DEVELOPMENT 10/22/15				Impact			Recomme	endations		Decisio	n & Cost Im _l	plication	Comments
	Yes	/ No / Pote	ntial	Υ	es / No / Po	tential/ De	fer						
Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred	

ADDITIONAL SCOPE OPTIONS

	1	Brookside Road Improvements	\$382,000		Yes	Deferred	No	Yes			\$401,100	Improves Queuing, traffic flow, and pedestrian safety
TES	2	Waltham Street Traffic Signal Replacement	\$438,000		Yes	Deferred	No	Defer			\$603,000	Improves traffic flow and pedestrian safety
ALTERNATES	3	Dampproofing and Perimeter Drains at existing north & west perimeter	\$30,500		Yes	Yes	Yes	Yes	\$32,000			Reduces/eliminates existing moisture problems
ALTI	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
S IAL	A.1	Classroom Movable Partition Replacement - Option 1			Potential	No	No	No				Reduces sound transmission between CRs
ADDITIONAL STUDIES	A.2	Classroom Movable Partition Replacement - Option 2				Yes	Yes	Yes	\$375,000			Reduces sound transmission between CRs
ADI SI	В	Science Classroom Upgrades				Deferred	No	Yes			\$3,600,000	Improves CR layout and quality
SIGN	1	Triple Glazed Windows				No	No	No		\$23,000		Improved U-Value, negative life cycle cost
id de Ades	2	Additional 3" of Rigid Wall Insulation				No	No	No		\$22,000		Improved U-Value, negative life cycle cost
NTEGRATED DESIGN UPGRADES	3	Additional 5" of Rigid Wall Insulation				No	No	No		\$33,000		Improved U-Value, negative life cycle cost
INTEC	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	

Lexington, MA

		DESIGN DEVELOPMENT 10/22/15				Impact			Recomm	endations		Decisio	on & Cost Im	nlication	Comments/Advantages/Disadvantages
		DESIGN DEVELOPMENT 10/22/15			Vac	/ No / Poter	itial		es / No / P		for	Decisio	ni a cost iii	ірпсаціон	Comments/Advantages/Disadvantages
		Description of Scope	Bond Bros Construction Cost	VE Items Recommended	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred	
	VAL	LUE ENGINEERING OPTIONS	Credit Add												
	1	NOT USED													
S	2	Reduce landscape plantings by 20% (not including loam and seed)	\$80,772	\$80,772				Yes	Yes	Yes					
SITE - VE OPTIONS	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
SI	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
	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 flexiblity
VE OPTIONS	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.
: OPT	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.
BUILDING	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 required all new ductwork and equipment. RTU's being replace are required due to the age/condition of the uni
	14	Eliminate AC in new construction and renovated spaces	\$1,539,462			Yes	Yes	No	No	No					
	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
VE	16	Revise flooring from Linoleum to VCT	\$127,241	\$127,241		Potential	Yes	Yes	Yes	Yes					VCT requires burnishing and waxing. Linoleun is a rapidly renewable all natural flooring
FURNISHES & FURNISHINGS - V	17	Reduce Ceramic Wall Tile by 40%	\$125,885	\$125,885			Potential	Yes	Yes	Yes					Reduced durable material in Corridors, Cafeteria and Toilet Rooms
RNISH	18	Correct window treatment scope	\$203,624	\$203,624				Yes	Yes	Yes					Correction to Window Treatment scope in original cost estimate
Ē	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				endations		Decisio	n & Cost Implication		Comments/Advantages/Disadvantages	
			Yes / No / Potential Yes / No / Potential/Defer									
Description of Scope	Bond Bros Construction Cost VE Items Recommend	Program	LEED/ Integrated Design	Ops	DDP	Facilities	School Dept	PBC	Yes	No	Deferred	
ROJECT COST SUMMARY												
Design Development Estimated Project Cost - Base Building	\$35,989,0	00										
Design Development Recommended VE (Savings)	\$1,150,9	30										
Total Design Development Costs after Recommended VE	\$34,838,0	70										
Additional Scope - HVAC		\$0										

ADDITIONAL SCOPE

ERNATES	1	Entry Drive Upgrades	\$660,000		Yes	Defer	No	Yes			\$660,000	Improves pedestrian safety and road condition
ALTER	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
	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
UDIES	A.2	HVAC Upgrades A.2 - Moderate Replacement, partial conditioning**	\$6,371,480		Yes	No	No	No		\$7,721,000		Minimal cooling effect
S	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
DITIONAL	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
ADDIT	В	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										
SIGN	1	Triple Glazed Windows				No	No	No		\$50,000		Improved U-Value, negative life cycle cost
ED DE ADES	2	Additional 3" of Rigid Wall Insulation				No	No	No		\$56,000		Improved U-Value, negative life cycle cost
INTEGRATED DESIGN UPGRADES	3	Additional 5" of Rigid Wall Insulation				No	No	No		\$75,000		Improved U-Value, negative life cycle cost
INTEC	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

	1	All growth to Diamond		No	Yes	No	No			
MOND		Delete Addition at Clarke	\$6,432,581							
DIAN		All space mining to remain at Clarke	\$0							
E E		Delete Site Work at Clarke north of Clematis Brook including Stedman Rd Bridge	\$748,073							
ROW		Add 10 CRs to Diamond	\$5,999,000							This cost is order of Magnitude. Exact cost is still being reviewed
ALL G		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.

<u>AGENDA ITEM TITLE</u>: 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.

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** 11 A 1	ACTION	LIL .	AINI	$\mathbf{p}\mathbf{v}$	100	44 1911	SCHOOL		$1\mathbf{O}$	IANL

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.
\underline{X} 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
\underline{X} 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
metade a suggested motion of let know it 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:
AMOUNT OF TIME REQUESTED FOR THE AGENDATIEM.
ATTACHMENTS: Budget Update

DATE: END

TIME

ON

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AGENDA

Multiple School Project Costs Worksheet

	Multiple School Project Costs Worksneet										
Project	Project Budget December through April	March 2015 STM Release 5 for December 2015	Article 2 December 7 STM Appropriation		Jan-16	Feb-16					
Diamond				F	Release 1	Release 2					
Base (cafeteria move & ILP space) HVAC (Existing) CM (Bond) Early Site PM(Hill)	\$664,800 \$411,122 \$118,200 \$158,025	\$131,960 \$82,224 \$0 \$25,355	\$532,840 \$328,898 \$118,200 \$132,670	\$ \$	194,290 82,225 25,355	\$338,550 \$246,673 \$ 118,200 \$107,315	\$	532,840 328,898 118,200 132,670			
Owner (commissioning, APM, expenses)	\$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	ψ1,402,147	Ψ200,000	\$1,212,000	ľ	021,070	φ σσσ, τσσ	Ψ	1,212,000			
Base Partitions PCB Remediation	\$468,160 \$21,327 \$30,000	\$73,920 \$3,465 \$0	\$394,240 \$17,862 \$30,000	\$ \$	118,416 3,465	\$275,824 \$14,397 \$30,000	\$	394,240 17,862 30,000			
CM (Bond) Early Site PM (Hill) Owner (commissioning,	\$70,800 \$151,775	\$0 \$25,355	\$70,800 \$126,420	\$	25,355	\$70,800 \$101,065		70,800 126,420			
APM, expenses)	\$100,000	\$0	\$99,678	\$	20,001	\$79,677	\$	99,678			
т и и и и и и и и и и и и и и и и и и и	\$842,062	\$102,740	\$739,000	\$	167,237	\$571,763	,	739,000			
Hastings 30 Section School Without MSBA With MSBA	\$519,501	\$0	\$ 520,000		101,201	\$071,700	•	700,000			
Bridge Bowman Fiske	\$3,000,000	\$84,891	\$2,915,000		\$75,600	\$2,839,400	\$	2,915,000			
TOTALS	\$5,813,710	\$427,170	\$5,386,000	\$	564,707	\$ 4,301,293 Remaining	\$	4,866,000 <u>\$520,000</u>			

PWG 12/29/2015

AGENDA ITEM SUMMARY LEXINGTON SCHOOL COMMITTEE MEETING

TODAY'S DATE: 12/29/15

ITEM NUMBER:

AGENDA ITEM	<u>M TITLE:</u> Superintendent's Fiscal Year 20	017 Recommended Budget
PRESENTER:	Dr. Mary Czajkowski and Ian Dailey	

SUMMARY:	
The Superintendent's Fiscal Year 2017 Budget Summary has budget in further detail. The Superintendent's budget presentat 4, 2016 in advance of the meeting.	
WHAT ACTION (IF ANY) DO YOU WISH SCHOOL CO No action requested, this is a short update or a p X Request input and questions from the School Co Request formal action with a vote on a specific in	resentation of information. ommittee, but no vote required.
If formal action is requested, please check one:	
This item is being presented	
for the first time, with a request that the School Committ or	ee vote at a subsequent meeting
with the request that the School Committee take action i	mmediately
Include a suggested motion or let know if you need	ed 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:	DATE:
Fiscal Vear 2017 Rudget Summary	

Fiscal Year 2017 Budget Summary

END TIME ON AGENDA _ **LEAVE BLANK**



BUDGET OVERVIEW

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



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.



- 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 Actua		FY 15 Actual		FY 2016		FY 2016		FY 2017		Dollar		cent
Appropriation Summary	TT 13 Actual	11 14 Actual	TT 13 Actual		Budget		Budget (adj)		Recommended		Increase		ease
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	1	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%
*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													
	Transfer to	Unclassified (He	alth, Medicare	, Wo	rkers Comp)	Wc	rkers Comp)	\$	433,917		30.00	FTE	
					Tota	l Re	commended	\$	97,727,216	\$	5,666,900		6.16%
			Unallocated	d fro	m Revenue A	llo	ation 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					

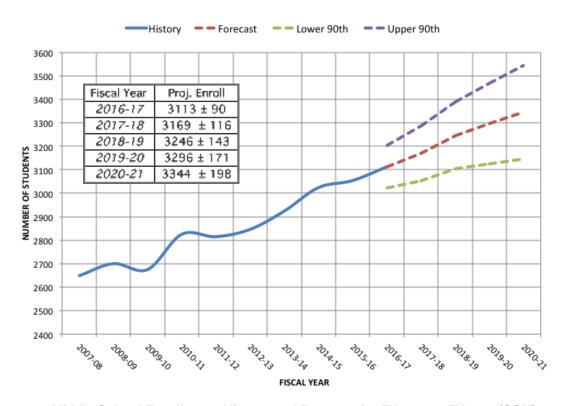
Enrollment Increases and Corresponding New Positions

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.

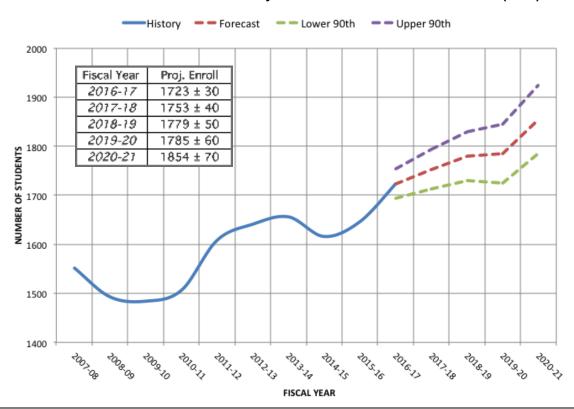
The District has completed an update in the fall of 2015 to the projections completed by the Enrollment Working Group last year. The updated projections are higher than the last year's Enrollment Working Group's numbers with narrower confidence intervals. These projections show that next year, the K-12 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).

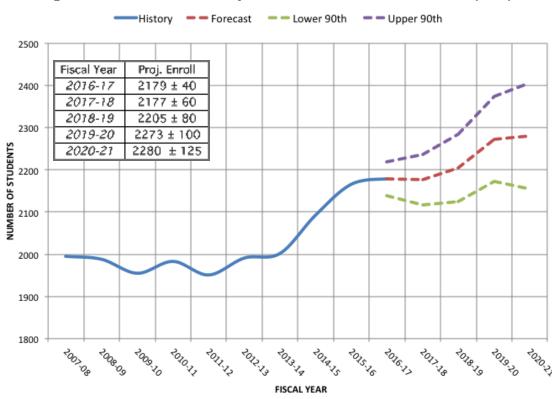
In order to better demonstrate the full impact of increasing enrollment to date and the projected trends visually at the various levels (elementary, middle school, high school) three charts have been provided below:

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
	F12014	F12013	(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.

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 timecritical 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