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## Memorandum

**TO:** Capital Sub Committee  
 Linus Guillory  
 Sam Rippin

**FROM:** Matthew J. Gillis, Director of Operations & Facilities

**RE:** **Real Property Leases For Classroom and Office Space, Budget Preview**

**DATE:** July 12, 2021

**Background and Overview**

PSB rents space for BEEP classrooms and district wide offices because we don't fit into our existing properties. PSB experienced steady enrollment growth each fall from 2005 through 2018. In October 2019, total enrollment declined by 1.1%, 81 students. The global pandemic hit in March of 2020 and we are still trying to return to full in-person student learning and adjusting to the rest of life prior to 2020. Like the completion of a construction project, I anticipate our enrollment will be more stable and predictable in year 2 of returning to school without restrictions.

The School Committee in the past has stated a preference to have PSB programs on PSB property. We have been working to reduce our need for renting property the last few years. In FY19, we had 6 leases and we are down to 3 leases for FY22.

<b>PSB - FY23 Lease Summary Budget</b>					
<b>Landlord</b>	<b>USE</b>	<b>FY23</b>	<b>Lease End Date</b>	<b>Tenant Remaining Option Years</b>	<b>Last Possible Year of</b>
Temple Emeth	Pre-K Classroom	\$ 351,245	8/31/2023	6	8/31/2029
Temple Ohabei	Pre-K Classroom	\$ 220,802	7/31/2023	7	7/31/2030
Maimonides	7 BEEP Classrooms/ Office Space	\$ 1,255,000	7/31/2024	1	7/31/2025
<b>ALL Leases FY23</b>		<b>\$ 1,827,048</b>			

See attachment for 5-year budget summary to submit for the FY23 Capital request.

## **Options – Temple Emeth**

Temple Emeth (aka BEEP at Putterham) leases is for approximately 9,800 SF and houses 6 classrooms and office space for BEEP that totals about staff that work in more than one location. We have quiet enjoyment of this space. This is a ten-year lease with tenant options beginning in FY24. After FY23, the School Committee has the ability to exercise one year options until FY29.

**Option 1:** Renovate and upgrade the Baldwin School, about 4,500 SF on the 1<sup>st</sup> floor and about 2,000 SF in ground level (excluding bathrooms and hallways) (currently occupied by BACE) and end this lease in August 2023 (which is FY24).

- ***Provided to BHS project remains on schedule***, this provides about 18 months after the Winthrop House (BHS alternative High School Program) moves into 22 Tappan Street.
- Keeps BEEP in the South side of Town as a 4 section Baker School does not have space for BEEP
- If space is tight for 6 BEEP classrooms, one or two classrooms could return to Heath, pending Heath enrollment and discussion with Principal.

**Option 2:** Similar to option 1, end August 2024 if more renovation time to convert antiquated high school space to Pre-School space. is needed.

**Option 3:** Continue to lease BEEP Classroom space from Temple Emeth until a better plan is identified and implemented.

## **Options – Temple Ohabei:**

The Temple Emeth (aka BEEP at Beacon) leases is for approximately 6,800 SF and houses 5 classrooms, two small offices and conference room. We have limited hourly use of this space and share it with the Temple's aftercare program. BEEP @ Lynch, Beacon, and Ridley currently cover the north end of Brookline.

**Option 1:** New Driscoll is scheduled to open for September of 2023, and it has 3 BEEP rooms as part of the program. Give notice and end the lease on 7/31/23. Note: this replaces 3 of the 5 BEEP classrooms in operation at Beacon. Some of the students will age out into Kindergarten so not all rooms are necessarily needed, but families absolutely need time (12 months or more) to plan where they will send their child to pre-school/daycare.

**Option 2:** Wait for New Pierce to finish, in approximately FY27 and end the lease when those 3 BEEP rooms are ready for occupancy. That would be 6 classrooms, or 8 classrooms if counting Ridley, to replace the 5 classrooms we rent from Temple Ohabei.

Go to next page for Options on Maimonidies Lease

## **Options – Maimonidies (2 Clark Rd)**

We rent a 16-classroom, 35,000 sf, elementary school building, all designed to be an elementary school by 1990s standards. We currently occupy 15 of the 16 classrooms and the library with district wide staff, BEEP staff or BEEP classrooms. The café, gym, playground, and parking garage are also used and appreciated by staff.

**Option 1:** Find new space for our programs at 2 Clark. Start exploring and planning for move out options for summer 2024 and/or July 2025. The landlord's original plan, now a little over 2 years old, was to move back into 2 Clark and operate their elementary program in that building again.

- New construction or renovation of Newbury Property to house BEEP 4-6 BEEP classrooms, BEEP offices, and about 36 district wide staff.
- IF, BIG IF, the Pierce Historical Building does not need to be part of the new Pierce Project, we renovate that space to be BEEP classrooms and district wide office space.
- Consider moving some BEEP classrooms back into schools as enrollment and space make this feasible. Some renovations and commitment to a BEEP staying for a while need to be studied. For example new BHS is built for about 2,600 students and is anticipated to have about 22-2300 students the next 5 years. However, we need to refresh our enrollment projection.
- Put out another RFP for office and classroom space out and see what we get for locations and pricing.

**Option 2:** Buy the building. If the landlord is interested in selling the building and we need to discuss if we would like to purchase it and for what price. (Yes, this is an executive session topic for a future meeting.)

**Option 3:** Renew the lease. This may or may not be an option, but based on past experience and a preliminary conversation with the Town Procurement Officer, we will probably need, by law/regulation, to put this out to bid.

## **Funding Source for School Capital (Classroom Capacity)**

How can \$34 million in federal stimulus funds allocated to Brookline be used to improve the quality of the school and office spaces we are seeking to both stabilize and upgrade via ownership? Discussions and communications about use of the funds on both existing school properties and Newbury will occur this summer and be reflected in PSB's FY23 Capital Budget request.