# THE PUBLIC SCHOOLS OF BROOKLINE BROOKLINE, MASSACHUSETTS 02445 

PHONE 617-730-2425
FAX 617-730-2108

MARY ELLEN NORMEN
DEPUTY SUPERINTENDENT
FOR ADMINISTRATION AND FINANCE

## School Building Facility Planning Staff NOTES

## Overview and Background for the School Building Facility Plan

Since the failure of the May 7 override, the School Committee and School Department have been working through a wide variety of short and long-term options to address the historic enrollment increases, overcrowding, and substandard spaces in our public schools. Over the course of numerous public meetings, the committee has been working to find building solutions that respond to and address a variety of competing factors including:

- Prioritize pedagogy by providing the best educational environment for children, especially those with special needs
- Provide relief to as many overcrowded buildings as possible
- Address the substandard spaces for students with disabilities and English learners cited by the Department of Elementary and Secondary Education's PRS findings (Prepare for continued growth in SWD and EL populations)
- Develop a plan that is the least disruptive for the fewest possible families, and creates the fewest possible transitions for students, families, and staff
- Balance the negative effects of overcrowding with our goals for student achievement and our concerns about the need for stability for students, families, and educators etc.
- Hear and be responsive to Community Feedback, specifically our parent and educator communities
- Relieve Pierce overcrowding and prepare for a building project by shifting current leased space and moving $10-15$ classrooms by September 2020, with the balance possibly renovating in place or moving on the commencement of the project.
- Relieve Driscoll overcrowding - ongoing discussion of Driscoll 4 project
- Relieve Baker overcrowding - prepare for new developments in that neighborhood
- Relieve Runkle / RISE overcrowding
- Fully utilize the existing schools and properties we own including Heath, Baldwin, the old Lincoln School, and the Oak Street condominiums
- Immediately develop a plan for reviewing and revising the school assignment plan to address the ongoing changes in enrollment and new use of buildings
- Long term Considerations
- Strategic goals: Move towards a 9th school at a yet undetermined location; use the Old Lincoln School in the interim. Maintain the K-8 school structure and do not pursue a districtwide 1,200-1,600 student middle school on a site we do not own; do not aggressively pursue "expand in place plus" which would result in a system of primarily 900-1000 student schools
- Financial goal: Get out of the leased spaces, in whole or in large part, and into town owned spaces, as soon as pedagogically practical, sooner rather than later
- Flexibility: Remain as flexible with our capital planning as possible given the number of uncertainties; work within the properties we have but be open to new properties being acquired in the next 1-4 years for example, Old Lincoln School, Baldwin School, Oak Street Condominiums, Newbury College, Pine Manor, Maimonides School.


## School Building Facility Plan

The Select Board, School Committee and Ad Hoc Subcommittee to the Advisory Committee decided, in June 2018, on a three school solution to expand school capacity and address Brookline's overcrowded schools, substandard facilities, and historic enrollment growth. They used the body of work generated since 2009 to address Brookline's historic enrollment growth, which consisted of

- site selection studies,
- enrollment projections,
- a feasibility study,
- expand in place efforts that have built 55 classrooms in our existing buildings, and
- More than 80 public meetings between 2015 and 2018.

Since 2009, The Public Schools of Brookline embarked on a long-term facility planning and expansion program. Three different community-wide site selection efforts and numerous studies culminated in a three-school approach that was presented to the voters of Brookline. This plan addressed overcrowding of students in core spaces and the district's inability to accommodate more than one "bubble" grade per school. The plan also acknowledges that the "expand in place" options are now completed no longer available as an option. The three-school approach (Pierce, Driscoll, and Baldwin) allowed for the relief of overcrowding and the re-balancing of student placement in our schools.

## Three School Plan (5 Sections, 4 Sections, 2+++ Sections):

The three school plan of Pierce ( 5 section), Driscoll ( 4 section), and Baldwin ( $2+++$ section) allowed the district to balance current enrollment and accommodate projected student growth by adding a net 37 additional classrooms across the district. It also began to address the School Committee's long-term goal to bring Brookline Early Education Program (BEEP) classes back into our K-8 schools and eventually terminate leased classroom space.

The three-school solution allows the district to complete minimal student reassignment and simultaneously expand spaces to bring early education classes back into the elementary schools, while maintaining the Lynch and Baldwin as Early Childhood Centers at either end of Town. The three school plan does not address district administrative space needs.

## Impact of Failed Debt Exclusion (May 2019):

The need for 37 additional classrooms still exists. In the coming years, the 37 classrooms will come from a variety of moves within the district. The failure of the debt exclusion override in the May 7 annual town election forced the School Committee to review and develop a "no new funding" plan, focused only on buildings under their control and the CIP funding available for leased classrooms. The "no new funding" plan includes the opening of Old Lincoln School as an elementary preK-8 school, repurposing Baldwin to become a BEEP center, utilizing Oak Street or alternative pace for administrative offices, the elimination of two leases, and the addition of one large six-year lease at Maimonides School (2 Clark Road).
Contents
Pierce School ( 5 sections, per Statement of Interest with MSBA) ..... 4
Driscoll (4 sections) Submitted for November 2019 Town Meeting ..... 5
Old Lincoln School - Reopens for 20 Classrooms ..... 6
Leasing of Clark Road School (Maimonides) for 16 Classrooms ..... 6
Baldwin School ..... 7
Brookline Early Education Program ..... 7
TBD (2+++ section) Site (when available) ..... 7
Office/Administrative Space Needs to be identified ..... 8
Baker School (3 or 4 section) Replace or Build New 5 section or Build Second School on Site ( $3 / 4$ Section) ..... 8
Working Assumptions on Leasing Classroom Capacity ..... 9
"No New Funding" Plan (Debt Exclusions Fail) ..... 9
Enrollment Dictates Need for Expansion Options ..... 9
Plan Development: NEXT STEPS ..... 11

## Pierce School (5 sections, per Statement of Interest with MSBA)

The plan for renovating or rebuilding Pierce into a full 5 -section school is just beginning. The earliest a funding commitment and partnership will be known is July 2021. The debt exclusion override vote is expected to happen in May 2021, in advance of the May 2021 Town Meeting. Any decision to decrease the school from 5 sections to 4 sections will be made in partnership with the Massachusetts School Building Authority, while being mindful of the funding capacity of the town. The MSBA process is just beginning in the Fall of 2019 and Feasibility is expected to be completed in early 2021. The renovated/expanded Pierce School will not open its doors to students until September 2026. Pierce will require swing space during the period of construction. Options being considered for swing space are 2 Clark Road, Old Lincoln School, or other space yet to be determined (for example, if a school is closed in Boston or other border community).

Of significant note, two factors account for Pierce having been chosen to be an MSBA project. The first and most important is that the Pierce School building has reached the completion of its lifecycle; the building systems and other building envelope related elements, including ADA accessibility, need to be remediated. The second reason is related to the school's severe overcrowding. The school was originally designed as a 3 section school and it now holds 5 sections with no expansion of core academic spaces, cafeteria, gymnasium, or auditorium.

Following the failure of the debt exclusion override, we engaged in a conference call with MSBA staff to clarify the timing of the building project and the long term planning that is required. In the course of this conversation it became apparent to us that the debt exclusion override and MSBA partnership (funding) vote would not be scheduled any earlier than May 2021 (annual town election) and July 2021 (MSBA Board). This means that Pierce students will continue to be housed in an overcrowded building and the lease of 62 Harvard Street ( 5 classrooms immediately adjacent to the Pierce School) would need to continue if alternatives were not found elsewhere in the district.

Given the schedule below, construction activity for Pierce School will begin in fall 2023, and the projected opening of the new school would be fall 2026. If the project is phased, the opening of school would not occur until fall 2028.

Project Timeline: \{http://www.massschoolbuildings.org/\}

| Steps | Weblink to MSBA page | Average Time from Dec 2018 | Approximate Date |
| :---: | :---: | :---: | :---: |
| Eligibility Period | http://www.massschoolbuildings.org/b uilding/prerequisites | 270 days/9 months | February 2020 |
| Forming of Project Team | http://www.massschoolbuildings.org/b uilding/team | 6-8 months | First Meeting September 18, 2019 |
| Feasibility Study | http://www.massschoolbuildings.org/b uilding/feasibility | 2 years | TBD 2021 |
| Schematic Design | http://www.massschoolbuildings.org/b uilding/schematic | 2 years | TBD 2021 |
| Funding the Project | http://www.massschoolbuildings.org/b uilding/funding | 2 years | TBD 2021 |
| Debt Exclusion Override | $N / A$ | 2 Years | May 2021 |
| MSBA vote on Project | http://www.massschoolbuildings.org/a bout/board leadership/board meeting s | 2 years | July 2021 |
| Detailed Design | http://www.massschoolbuildings.org/b uilding/design | 4 years | TBD 2023 |
| Construction | http://www.massschoolbuildings.org/b uilding/construction | 4 years | April-July 2023 |
| Completing the Project | http://www.massschoolbuildings.org/b uilding/completing | 7 years | TBD 2026 <br> (Phased 2028) |

## Driscoll (4 sections) Submitted for November 2019 Town Meeting

 Driscoll School Expansion is planned as a 4-section school under the prior Three School building initiative that failed at the ballot on May 7, 2019. The district still requires these additional classrooms to address overcrowding. See link \{https://www.brookline.k12.ma.us/Page/2353\}The Driscoll School was originally designed as a 2 section school. It has now been functioning as a full 3 section school, with one grade cohort that is 4 sections. The density of the student population in the Driscoll zone, as well as surrounding Coolidge Corner and Runkle School zones, warrant the need for a 4 section school.

Like the Pierce School, Driscoll has also reached the completion of its lifecycle; building systems and other building envelope related elements need to be replaced. The current building does not meet the needs of a $21^{\text {st }}$ century education. The full replacement of the building is the voted recommendation of the School Committee and the Building Committee, which will also result in enhanced and expanded green space in the neighborhood.

## Possible Project Timeline:

- September 2018: Design Feasibility Phase Begins
- November 2018: Cost Estimates and Preferred Design Finalized and Shared with Town Boards and Community Members
- December 2018: Town Meeting Vote on Schematic Design Funding
- January 2019: Schematic Design Phase Begins
- March 2019: Schematic Design Phase Complete
- May 2019: Town Wide Referendum Vote - FAILED
- May 2019: Town Meeting Vote
- November 2019: Possible Town Meeting Vote
- TBD: Town Wide Referendum Vote
- Modifications to the following original timeline will be needed once the project passes. At least 1 year of planning and construction time could have been lost with the delay in funding approval.
- Spring 2020: Technical Drawings Complete
- Summer 2020: Demolition/Construction Commences
- Summer 2022: Complete Faculty and Staff Occupancy
- Fall 2022: Complete Student Occupancy


## Old Lincoln School - Reopens for 20 Classrooms

We expect the Brookline High School expansion project to continue on schedule, resulting in the availability of the Old Lincoln School (OLS) in September 2021. OLS can be utilized as a 2 section K-8 school with a total of 20 to 24 classrooms. The school can serve and function as overflow support for the Pierce and Lincoln districts. The building may also serve and function as swing space for part of Pierce during construction.

## Project Timeline:

- September 2019-September 2021: BHS Expansion Project swing space.
- \{To be completed when plans are known\}


## Leasing of Clark Road School (Maimonides) for 16 Classrooms

The School Department issued an RFP in January 2019, seeking to lease/renew leases for 62 Harvard, Temple Emeth, Temple Ohabei Shalom, and 24 Webster for the next three to five years. Maimonides School submitted their initial proposal one day late. The Maimonides building at 2 Clark Road has 16 move-in ready classrooms, parking, play areas, and other educational spaces advantageous to the school department. However, the late receipt of their proposal meant the School Committee could not consider it. As a result, the School Committee reissued the lease option and we received a new proposal. On July 31, the School Committee awarded the lease to Maimonides, Temple Emeth, and Temple Ohabei Shalom. The funding for the classroom space in year 1 comes from the elimination of 24 Webster Place. There is a large funding gap in the FY 21-FY 26 Capital Improvement Plan to keep this property. The 62 Harvard Lease is being considered a significant offset to help fill the gap. The terms of the Clark Road lease are that the School Committee only has the building for six years (maximum) up to June 2026. It will house four BEEPs and 45 Employee Work Spaces in year 1 and then Pierce Grade K and 1 in year two ( 10 classrooms). A new RISE program in BEEP will begin and feed into Heath. The District is starting a second RISE program at Heath in September 2020.

## Project Timeline:

- September 2019-September 2020: BEEP Classrooms and temporary administrative space (45 employees)
- September 2020 - July 2026: \{To be completed when plans are known\}


## Baldwin School

Baldwin will be used as a South Brookline BEEP Center (while Lynch will serve as a North Brookline BEEP Center). The Baldwin School will no longer house the BHS Winthrop House program nor the private Brookline School Staff Children's Center (BSSCC): Winthrop House will move to the BHS 111 Cypress Street building in fall 2021 and the lease with BSCC will not be renewed at the end of the FY20 year.

## Project Timeline:

- September 2020 - July 2021 - Winthrop House (top floor)
- Up until July 2020 - Brookline School Staff Children's Center (ground floor)
- September 2020 - BEEP Classroom from Heath, BEEP administrative Space (ground floor)
- September 2021 - BEEP Center moves completed


## Brookline Early Education Program

A long-standing goal of the School Committee is to bring early education classrooms back into our K-8 school. The need to expand the number of BEEP classrooms from 21 to 27 has been part of this longterm planning, and ensure that all future school renovations will include at least 2 (if not 3 ) early education classrooms in their building.

Beginning in September 2021, there will only be three (3) BEEP classrooms remaining in our K-8 schools ( 1 at Runkle and 2 at Coolidge Corner). The remaining $21+/-$ BEEP sections will be moved to Clark Road or Baldwin School, which affords us the ability to begin to expand BEEP commensurate with the population and demand (waiting list) for the program. BEEP is going to be located at or moved among the following:

- 5 at Lynch
- 5 at Beacon (leased)
- 6 at Putterham (leased) (space is lost when Baker School needs Grades K and 1 classrooms due to enrollment growth specific to the neighborhood)
- 4 at Clark Road (3 opening in September 2019 and 1 opening in January 2020)
- 4 at Baldwin (2 from Heath School, moving in September 2020; and 2 from Putterham when Baker needs additional K and $1^{\text {st }}$ grade space)

TBD (2+++ section) Site (when available)
There are only four viable sites in the Town for a $9^{\text {th }}$ elementary school that, we know of today and that may become available in a six to ten year window, including Newbury College, Pine Manor College, Maimonides School, and Old Lincoln School. There are issues and concerns with each one; however, until one of them is available planning is limited.

Planning is currently underway to open Old Lincoln School as a 2-section school; plans would include the creation of a playground for younger students on the school side of Boylston Street so that only older students would have to cross the street for recess. However, this plan can only proceed AFTER we know what will be happening with Pierce School. Plans for OLS can be part of the overcrowding relief for Pierce School, but there are concerns about making it a school and then not having any swing space for
the Pierce Project and there are limited school spaces available to lease or rent until we have known funding and construction schedule.

Also underway is preliminary planning for the test fit of a 140,000 square foot school at the Newbury College site. The Town does not have control of this property, but there are negotiations underway that allow the Town to investigate a test fit of this site. If Newbury College comes to fruition, then Old Lincoln School could serve as space for administrative offices until it is needed for swing space for school renovations and repairs. However, every time Old Lincoln is used for school use, 60 employees would need to have office space leased. Ideally, this lease would be part of the project costs and not part of any permanent funding cycle.

## Office/Administrative Space Needs to be identified

The elimination and removal of the 24 Webster Place Lease and the 62 Harvard Lease (to fund the lease for 2 Clark Road) has resulted in up to 60 staff without a place to work in September 2020. These employees ( 42 formerly at 24 Webster Place and 18 at the Sperber Education Center) require office/desk space.

In order to fully solve the administrative workspace issue, we need between 15,000 and 25,000 square feet of office space. There are no available funds for leases. Therefore, the only options are to condense office utilization at Town Hall or create other mobile work arrangements. Other ideas currently under consideration include:

- Issue lease for office space in Fall 2019 for FY21-FY26 (CIP funding required)
- Bid two- high trailers for placement on Town owned property for permanent site (between $15,000-25,000$ sq. ft.)
- purchase two-high trailers and place them on the green space between Town Hall and the Public Library over the underground garage (structural engineer review needed)
- Place two-high trailers on pillars/stilts in Kent Street Parking Lot or Webster Street Parking area to preserve parking for local area businesses and employees
- Place two- high trailers on the green space behind the Brookline Public Health Center
- Distribute employees throughout Town
- Town Hall: doubling up offices or taking conference rooms
- Oak Street Condos (requires code modifications)
- Consider to building/adding administrative office space as part of the $9^{\text {th }}$ School site


## Baker School (3 or 4 section) Replace or Build New 5 section or Build Second School on Site (3/4 Section)

We anticipate that by 2028 the Baker School will reach its current lifecycle and require renovation and/or expansion, especially if enrollment continues to climb or flattens out at a higher level than the capacity the district has available. The building was originally built as a 3 -section school and has been operating as a 4 -section school. The overflow plan for Baker is to move the kindergarten sections BEEP Putterham (necessitating the move of BEEP classes at Putterham to the Baldwin site).

The School Committee has not discussed the Baker School renovation/expansion beyond the above. The holding pattern for Baker has to do with not knowing how quickly the Hancock Village units will become occupied by families with school-aged children.

## Working Assumptions on Leasing Classroom Capacity

- Leased classrooms will be phased out over a period of time (end of lease terms) and as buildings are replaced (Driscoll and/or Pierce) and BEEP will be brought back to the K-8 schools;
- 62 Harvard (ends August 2020, two two-year extension options)
- Temple Emeth (Putterham) - Ongoing until buildings are replaced (Baker)
- Temple Ohabei Shalom (Beacon St) - Ongoing until buildings are replaced (Driscoll, TBD 2+++ School)
- 2 Clark Road ( Ends July 2026)


## "No New Funding" Plan (Debt Exclusions Fail)

The School Department is currently planning for a "no new funding" building plan. Given the current school utilization planning and no additional expansion, a "no new funding" plan must carefully include student assignment as part of the planning process. Currently all schools, with the exceptions of Coolidge Corner School and Health, are experiencing overcrowding.

School overcrowding is most conspicuous in common areas, such as the cafeterias. According to current and former MSBA program funding formulas, schools must plan for three (3) lunches. Applying that 3section lunch formula to our schools, we exceed capacity by just over 800 students as of October 1, 2018 and 50 employees were in leased office space.

The "no new funding" plan is making a significant assumption that no building modifications will be required, only student assignment once the inventory to be used is agreed to. The "no new funding" plan relies upon the following school building inventory and assumptions.

The district is looking to return some of the 270 general education classrooms and complete a full instructional space inventory to

- Address the substandard spaces for students with disabilities and English learners cited by the Department of Elementary and Secondary Education's PRS findings,
- Return office space back to administrators, special education staff, English Learned Education staff, and other student support needs, and
- Over time, return some, though not all, of the classrooms to their original size before the district expanded in place and built 55 classrooms to accommodate enrollment growth.


## Enrollment Dictates Need for Expansion Options

The School Committee has very few options for expansion. The "expand in place" program that built 55 classrooms inside eight (8) preK-8 schools is essentially "built out". Enrollment will be flat and/or
change. However, regardless of change, the rate will not be as fast as the growth and the influx or exit of student will not likely bee where we need seats and office space.

The district will only assign students to school buildings that are owned by the School Committee or the Town. Consideration for Student Assignment could include dual buffers (three buildings share two zones) or adding a Language based School to Old Lincoln or Baker. The Language schools would be similar to existing language based schools. However, the district has not chosen a Language or a school chosen.

## Plan Development: NEXT STEPS

The Attached Spreadsheet requires the following review and update to begin to anchor the inventory of classroom/instructional spaces needed and the full facility inventory described.

- Confirm Space Utilization for calculating -
- Special Education (district wide) - current needs and projected RISE for example
- EL (district wide) - current and projected
- BEEP - current and projected
- Space needs per school/district
- Classrooms (K-8)
- BEEP
- Educational spaces/specials: Science, WL, music, performance, art//maker//tech
- Be careful about double counting Science with K-8 classrooms
- Clarify art / maker / tech
- Special Ed (full inclusion / building specific): OT, PT, Speech, Learning Center, other
- EL (full inclusion / building specific): one per section per building (half-size space)
- Shared: lunch, library, gym, outdoor (capacity - 4 lunches will imply what other needs)
- Other educational spaces: nurse, guidance, etc.
- Administrative spaces: Principal, VP, meeting rooms, Non-Student Facing support staff
- Review with principals / OSS/ ELE to determine current status and future need
- Need to capture use of all current sub-standard spaces
- Make sure we have enough information to flex the model below (e.g., if Baker was 3 vs. 4 vs. 5)
- Analysis
- Short/medium term impact - what are the assumptions discussed to date:
- Putterham: Baker K until ultimate solution
- Ohabei Shalom: open until Driscoll/Pierce BEEPs open
- 62 Harvard: ends summer 2020
- Clark Rd: 4 BEEP (Driscoll, Heath, BHS, 1-new), 10 Pierce K-1
- Lynch: no change
- Baldwin: move to 5 BEEPs from Putterham/where else
- OLS: start 2-section strand until known school solution voted
- Heath: 2nd RISE, preK and strand for stability
- ADULTS TBD - no solution currently, needs to be factored in as \$
- Pierce swing space - no solution currently, needs to be \$
- Document all long-term assumptions
- No more expand in place options are available
- No educational leasing of classrooms for more than a building construction cycle
- All adults stay in OLS // if OLS is used, need to put \$/year for swing space as part of construction project
- Verify non-classroom instructional spaces in each school and district wide needs
- Fix the graphic representation in Inventory Binder
- Calculate deficit by building and district wide
- Sensitivity analysis / modeling, may include:
- Average Classes of 20 vs. 21 students
- 20 Average Class Size for Planning : For planning purposes we want class sizes between 20 and 21.
- 21 Average Class Size for Budget: For budgeting purposes the school district sees a range of 23-25 in a typically full classroom. Ideally, a more desirable class size is between 18 and 21 . Thus the average budget plan is for 21 students.
- BEEP needs due to enrollment and special education (26/27)
- Use of leased space
- Lunches (3 vs. 4), AND what else would need to be increased if 4, AND where it's not possible
- Pierce 4 vs. 5 and Driscoll 3 vs. 4 question
- Use of OLS
- Enrollment changes

9/9/2019 15:44
October 1,2018 Enrolled Students
K -8 Only Base no Rentals, + OLS (2), Pierce (4), Driscoll (2)
K-8 Only: Driscoll (4) Pierce (5) TBD (2) ois (0) Baker (Core space)


