



The Public Schools of Brookline
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Andrew J. Bott
Superintendent

TO: Brookline School Committee
FROM: Andrew Bott, Superintendent
DATE: November 28, 2018
RE: Facility Needs Overview

From November 2016 through January 2017, Matthew Gillis, Director of Facilities and Operations, and Dr. Joe Connelly conducted a school space assessment on seven of Brookline's elementary schools. The Coolidge Corner School was under construction at that time and therefore was not included in this space assessment. The assessment included the following components:

1. Physical space measurements of all classrooms, instructional spaces, common spaces and office/conference rooms.
2. Determination of whether these existing spaces are adequate and appropriate for current and future enrollment demands.
3. An assessment of existing school grounds and open space which are managed by the Parks and Open Space and/or School Department.

The findings of this analysis showed significant space deficits in each of the seven schools that were analyzed. The total gross square footage deficits of each school, assuming three lunches, are listed in the table below.

School	Number of Sections	Total Gross Square Footage Deficit
Baker	4	29,734
Driscoll	3	29,872
Heath	3	20,921
Lawrence	4	28,589
Lincoln	3	29,894
Pierce	4+	<i>further analysis needed due to open floor plan</i>
Runkle	3	18,501

The complete report is available for review in the Office of the Deputy Superintendent for Administration and Finance. The report contains sensitive security information not suitable for posting on the school district website.

Attached please find the October 2017 Facility Needs Overview presentation which summarizes the detailed space assessment completed by Mr. Gillis and Dr. Connelly.

Summary List

Capital Need Deficiencies

Baker School

K-8 Enrollment 10/1/16 - 764

1. 22 of 42 classrooms undersized (less than 850 sq. ft.)
2. Art and Music rooms lack adequate storage space.
3. Music space limited – requires classes in Auditorium
4. Gym undersized at 3,800 sq. ft. (MSBA standard for K-8 is 6,000 SF)
5. Cafeteria undersized at 2,980 sq. ft. requiring 4 lunches starting at 10:55 am.
6. Medical Suite under-sized, does not have separate spaces for different functions:
 - Waiting area
 - Resting area
 - Exam Room
 - School Nurse Office/Filing area
7. Total lack of Administration Office space.
 - Need:
 - 2 Vice Principal Offices
 - Principal Office and Conference Room
 - ETF Office Area
 - Additional small group instructional areas.
8. Auditorium has 372 fixed seats, space for 30 folding seats, raised stage, no AC
9. Library/ Media Center- approximately 4, 025 SF, needs office for Technology Teaching Specialist.
10. Green Space – 82,899 SF of natural turf, used during the school day, along with 21, 495 sf of playground space and 3,621 sf of Kindergarten playground space.

Deficiencies:

- Playground last renovated in 1999. The Park Division recommends renovation of this area.

Driscoll School

K-8 Enrollment 10/1/16 – 586 (Driscoll also has 14 PreK students)

1. 14 of the 32 classrooms are undersized (less than 850 sq. ft.)
2. 4 classrooms in basement level lack proper window and natural light (Rooms 107, 101, 116 and 117).
3. Art and Music Rooms undersized and lack sufficient storage space.
4. Gymnasium at 3,840 sq. ft. undersized.
5. Cafeteria dining area is right sized, but design restricts the use of tables to accommodate 1/3 student population. As a result, 5 lunches conducted each day start at 10:15 am. Serving Line area is small. No Walk-In Freezer for Kitchen.
6. Medical Suite undersized lacks separate area for each function.
7. Guidance and School Psychologist space located in 20+ year old modular. In need of upgrade/renovation.
8. Small group instructional areas undersized and not available in number required, ex., Rooms 310A, 312A, 216A and 325.
9. Auditorium – Theatre, bench seating, capacity is about 200, tiered levels, raised stage, Air Conditioned
10. Library – 3,270 SF, includes stage area, essentially meets MSBA SF for population
11. Green Space – Approximately 30,335 SF of natural turf is in poor condition, abuts school property, used for recess and PE class.

Deficiencies:

- Playground last renovated in 1993. The Park Division recommends complete renovation and upgrade with synthetic turf field being installed.

Heath School

K-8 Enrollment 10/1/16 – 549 (Heath also has 29 PreK students)

1. 8 of 30 classrooms undersized (less than 850 sq. ft.).
2. Small group instructional space needed.
3. Gym undersized at 3,396 sq. ft.
4. Cafeteria undersized at 2,256 sq. ft. requiring 4 lunches starting at 10:45 am.
5. Medical Suite is undersized at 243 sq. ft.
6. Custodial office and storage space substandard.
7. Auditorium – 213 fixed seats, pitched floor, raised stage, no AC
8. Library/Media Center – is small, 2,256 SF compared to MSBA standard of 3, 237 SF
9. Green Space - Functionally 0 SF of Greenspace for recess and PE class, sloped site does provide some perimeter green area to playgrounds and paved surfaces, but is more for erosion control than student use. The Elliot Park and Littlefield Park are nearby and used at times.

Deficiencies:

- Younger children’s play area stairs have settled and need to be repaired.
- Basketball court needs to be repaired and leveled to avoid rain water build-up.
- Install synthetic turf due to excessive use of natural turf field.

Lawrence School

K-8 Enrollment 10/1/16 - 711

1. 6 of the 37 classrooms are undersized.
2. Music classroom does not have separate practice and music ensemble areas.
Additional space needed.
3. Gymnasium at 3, 838 sq. ft. undersized.
4. Cafeteria dining area is 2,200 SF and should be 5,333 SF by MSBA standards for the population, resulting in 7 overlapping lunches being scheduled starting at 11:05 am.
5. Administrative Office space lacks centralized area for Vice Principal.
6. Small group instructional areas needed with Rooms 023A and 003A (Locker rooms) at possibility for acquiring additional space.
7. Auditorium – 244 fixed seats, space for 30 portable chairs, raised stage, flat floor, No AC
8. Library/Media Center – 3,717 SF, includes 445 SF small computer lab, (MSBA standard is 4,040 SF)
9. Greenspace – “Longwood Playground” – 78, 534 SF of natural turf and two youth baseball/softball fields, 3 tennis courts, 1 basketball court, Kindergarten Age +/- playground 4,121 SF, older child playground area 7,313 SF, approximately 14,000 SF of natural grass and tree area – all accessible during the school day.

Deficiencies:

- Drainage / run-off problem from Newell Road and Francis Street
- Re-set catch basin that has settled
- Install a formal concrete walk replacing pitted and cracked existing walk

Lincoln School

K-8 Enrollment 10/1/16 - 576

1. Kindergarten classrooms at 971 to 1,060 sq. ft. are undersized to MSBA standard of 1,200 sq. ft. One of three Kindergarten classrooms also lacks a toilet.
2. Gymnasium is undersized 4,565 sq. ft.
3. Cafeteria, serving and kitchen area undersized requiring 4 lunches start at 10:25 am.
4. Medical Suite undersized at 190 sq. ft. Lacks separate space for each function:
 - Resting Area
 - Waiting Area
 - Exam Room
 - School Nurse Office/Filing Area
5. Small Instructional areas are undersized, ex. Rooms 108, 109 and 209.
6. Auditorium – 241 fixed seats, tiered levels, raised stage, air conditioned
7. Library/Media Center - is adequately sized and centrally located
8. Greenspace – 38, 407 SF of natural turf, used during school day, scheduled by school, average to below average condition, Kindergarten playground area of 1,588 SF is on the small side for outdoor play area, 2,080 SF Playground for Grades 1-8 , 1,112 SF basketball area has wood retaining wall that should be replaced when area is renovated.

Deficiencies:

- Playground last renovated in 1994, needs upgrade and renovation.
- Replace timber retaining wall near small basketball court.

Pierce School

K-8 Enrollment 10/1/16 - 854

1. 20 of 41 classrooms undersized (less than 850 sq. ft.). Mostly located in Historic Building.
2. Building has areas (lofts, bathrooms, a few rooms) not ADA compliant.
3. Music Rooms (2) small at 660 sq. ft. and 700 sq. ft.
4. Gym is undersized at 3,975 sq. ft.
5. Medical Suite does not have dedicated spaced for each function. Somewhat undersized at 300 sq. ft., bathroom is not ADA accessible
6. Administrative Office space extremely undersized or non-existent. Waiting area of Main Office extremely small at 240 sq. ft. Need separate office space for Vice Principals (2) and Conference Room for Admin.
7. Custodial Storage undersized.
8. Auditorium has pull-out bleacher style seating for 300 people, stage not raised, does have AC, renovated/upgraded by Town Facilities Dept. **this century**.
9. Library – Unique open floor design, sound can be challenging, plenty of SF
10. Green Space - 40, 670 SF of baseball field and 8,089 SF of informal green park area used during the school day is across the street from the Pierce School.

Deficiencies:

- Playground renovation to be completed 2017.

Runkle School

K-8 Enrollment 10/1/16 – 599 (Runkle also has 14 PreK students)

1. 32 of 32 classrooms adequate (850 sq. ft.) in size.
2. Art and Music Rooms adequate in size.
3. Library Media Center & Computer Lab, 4,555 SF, adequate in size and ideally located.
4. Cafeteria dining area and kitchen undersized requiring 4 lunches per day starting at 11:05 am.
5. Medical Suite well designed adequate in size and location.
6. Administrative office area – well designed and adequate in size.
7. Special Education – Four dedicated classrooms and several small group instructional areas. RISE program has grown to the point it requires the use of 4 full sized classrooms and 2 smaller areas. This has generated a shortage of small group instructional space for other specialists.
8. Auditorium – No Auditorium, Multi-Purpose Room with stage and portable seating for about 150 people in 600 student school, has AC.
9. Green space – 16,768 SF, used during school day, but has some off day restrictions from Parks Dept., Kindergarten Play area is about 4, 270 SF, Basketball court is about 4,504 SF, and hard top playground area is 6,279 SF.

Deficiencies:

- Install synthetic field due to excessive use of existing natural turf field (16,768 SF) area 1