

**2017 Override Study Committee School Population & Capital Subcommittee**  
**Wednesday, Jan. 17th, 2018 6:00 PM, Room 310, Town Hall**

*Members Present:* Betsy DeWitt, Jeff Rudolph, Meggan Levene

*Public present:* Beth Jackson Stram, School Committee, Andrew Bott, Superintendent of PSB, Mark Gray, TMM P7, Mary Ellen Dunn - Deputy Superintendent for Administration and Finance, Dave Pollack, Chair of the School Committee, Mike Sandman, Advisory Committee, Harold Peterson, OSC, Matt Gillis, Director of Operations PSB

Meeting Notes:

Due to time constraints the sub-committee started immediately with a presentation from Mary Ellen Dunn regarding food service costs in PSB. Currently school meals are subsidized by the federal government. Three pricing options are available to students, free (\$0.00), reduced cost (\$0.40), and full cost (\$3.25) per meal. A la cart items are available at all schools and meals. In FY'18 delivery of food service was moved to a management company. This allows for the economy of scales in purchasing leverage from a pricing standpoint, as well as the ability to set the menu, function as a director, and even provide options for local sourcing and recycling that is inline with other Town of Brookline initiatives. The PSB School Committee sets the policies surrounding food service in the PSB. Every year there are deficits in the collection of accounts, when Mary Ellen arrived in the district (2015) it was up to \$75K. There was a discussion regarding the revolving fund vs. the USDA "grant" as the federal subsidy is practically considered that also considered benefit matching for employees. Currently there is a "Break even" contract that is in place to help protect school regarding collecting money. This works both ways however, as PSB has to make up the difference when sales are short (such as when a healthier a la carte menu saw reduced sales in a recent year)

Next on the agenda was rental properties. There are currently multiple locations that are being rented to house various PSB functions. There are two temples, 62 Harvard St. (aka the "Pierce Loft"), 24 Webster Place (lease ends October 2019, currently houses 55 PSB staff members including Pierce, BHS, Adult Ed, and Beep staff), the Brookline Teen Center (gym used by Pierce 8th graders), the Korean Church near Town Hall (for Adult & Community Education), and a future plan to use 127 Harvard St. (For the Beep program). Overall \$1,165,000 is spent on rental costs for leases plus any service that is included in the lease (power, water, heat, etc.) Leases are part of the CIP (Classroom capacity article) and currently run from FY'19 - FY'22 (except for 24 Webster Place that expires October 2019.) Overall Mary Ellen, Andrew Bott, and Dave P. stated that leases are not desirable - it takes time away from instruction and adds safety risks for kids to walk to offsite leased spaces, leases are usually signed for 10 years which reduces flexibility in changing plans, costs are higher due to unnecessary redundancies due to many, small locations vs. leveraging the benefits of having fewer or a single location (such as with the pre-school program.) As part of this discussion it was noted that building department needed more money to cover the maintenance for additional sq. footage. It was not recorded as to whether this was directly related to rentals, or this was just an overall statement of the current state of things.

The next topic was Matt Gillis presenting on section information, the follow data was presented and shows what 21 students per class would look like from a section standpoint as a continuation of prior year projections from FY'19 through FY'23. Green cells represent schools where there would be more than enough sections to cover the student population based on sections available, red cells not enough sections, and no color where need equalled capacity. Overall 285 sections would be required in FY'19 with only 270 available, leading to a 15 section shortfall.

Continuation of Prior Year Projections Using 21 Students Per Section  
The Effect Of Using 21 Students Is A Range of 16 to 26 Students Per Section

SCHOOL	FY18		FY19			FY20		FY21		FY22		FY23		FY21 9th SCHOOL		
	Actual Enroll 10/1/17	Reg. Ed. Sections in Use	Projected Enroll	Actual Sections Available	Reg. Ed. Sections Required	Projected Enroll	Reg. Ed. Sections Required	Projected Enroll	Reg. Ed. Sections Required	Projected Enroll	Reg. Ed. Sections Required	Projected Enroll	Reg. Ed. Sections Required	K-3 Right Sized Sections Required	PK Sections Required	Other Support Serv. Classrooms in Use*
BAKER	763	39	766	39	39	774	39	839	43	899	45	912	46	36	2	4
DEVOTION Built for 45	801	43	819	45	36	852	43	844	43	909	45	898	44	45	2	5
DRISCOLL	613	28	624	28	34	626	33	621	33	616	33	620	33	27	1	4
HEATH	534	27	539	27	27	530	29	532	29	524	27	520	26	27	2	1
LAWRENCE	722	35	726	35	37	744	37	747	37	766	38	757	38	36	0	1
LINCOLN	578	28	583	28	30	587	29	585	30	563	29	567	29	27	1	1
PIERCE	859	41	891	41	47	913	47	939	50	958	50	946	47	36	1	4
RUNKLE	612	27	629	27	32	642	34	656	34	659	34	649	34	27	1	4
9th SCHOOL														27	3	12
Total Enroll	5482		5577		415	5668		5763		5894		5869				
K-8 Sections		268		270	285		291		299		301		267	288	13	36
BEEP Rented		11		11		See Requests from BEEP Principal										11
BEEP Owned		10		11		See Requests from BEEP Principal										13
Source: 2017 Preliminary Enrollment Projection Report (Pages 41-43) Dated 12/14/17												Projection reflects new housing estimates, METCO & Material Fee students for FY19			3 section school = 27 cla	
Over # of sections currently available in building = larger class sizes or classroom expansion where financially feasible and practical on the site. This also results in pushing other programs into smaller spaces or out of it															4 section school = 36 cla	
If enrollment continues on recent two year K enrollment and other grade trends. Peak in FY22, discuss these areas for short and mid term needs.															5 section school = 45 cla	

Matt ran out the data using 22, 23, 24, etc. students per class to illustrate how that would change requirements vs. availability. The overall takeaway was that PSB does not have the capacity to meet its policy requirement for 21 students per section. Mike Sandman asked a few questions regarding non-resident students after Matt's presentation. He asks what was the marginal cost per student for non-resident students? Beth Jackson Stram answered that some of this data is contained in the 2014 OSC report. She also mentioned along with Dave Pollack that the school committee is teaming up with other METCO towns to ask the state to appropriate more funds for METCO. Applications to METCO are managed by METCO, Inc.

Additional comment from the public was requested at this time, and there were no additional comments.

The sub-committee then returned to review the minutes from the 1/3/2018 and 1/10/2018 meetings. Betsy moved to accept the minutes and Meggan seconded. The minutes were then passed unanimously. The SC ran through writing assignments and agreed to use the 2008 OSC report as a guide. Jeff mentioned that everyone should be working on writing initial drafts of their sub-sections, and that those sub-sections would begin to be reviewed in the 1/24/2018 meeting. At that point the meeting was adjourned.