

LEXINGTON SCHOOL COMMITTEE MEETING
Tuesday, February 24, 2015
Lexington Town Office Building, Selectmen's Meeting Room
1625 Massachusetts Avenue

7:30 p.m. Call to Order and Welcome:

Public Comment – (Written comments to be presented to the School Committee; oral presentations not to exceed three minutes.)

7:35 p.m. Superintendent's Announcements:

7:45 p.m. School Committee Member Announcements:

1. Phase 2 of Lexington High School Prefabricated Buildings –
Transfer of funds from the Appropriations Committee

7:55 p.m. Agenda:

1. Vote to Authorize the Superintendent to Submit a Statement of Interest to the Massachusetts School Building Authority for the Hastings School (10 minutes)
2. Pre-K through Grade 8 School Space Construction Options (60 minutes)
3. FY 15 2nd Quarterly Financial Report (10 minutes)
4. Review and Approve in Form Policy *EBB: First Aid* (5 minutes)
5. Revisions to the Department of Public Facilities Capital and Operating Budgets (5 Minutes)

9:25 p.m. Consent Agenda (5 minutes):

1. Vote to Approve School Committee Minutes of January 20, 2015
2. Vote to Approve School Committee Minutes of January 31, 2015
3. Vote to Approve and Not Release School Committee Executive Session Minutes of February 3, 2015

9:30 p.m. Executive Session:

1. Exemption 3 – To Discuss Strategy with Respect to Potential Litigation Regarding a Student Residency Issue
2. Exemption 3 – To Discuss Strategy with Respect to Collective Bargaining Regarding LEA Unit A Negotiations

10:00 p.m. Adjourn:

The next scheduled meeting of the School Committee is as follows:

- Tuesday, March 10, 2015 – 7:30 p.m., Town Offices Building, Selectmen's Meeting Room, 1625 Massachusetts Avenue

All agenda items and the order of items are approximate and subject to change.



Town of Lexington



TO: Town of Lexington Appropriation Committee

SUBJECT: Request for Transfer from the Reserve Fund

Request is hereby made for the following transfer from the Reserve Fund in accordance with CH 40, Sec. 6 of the Massachusetts General Laws:

1. Amount requested: \$150,000

2. To be transferred to:
Art. 22 of 2014 - LHS Modulars 40019050-58202
Account Name Account Number

3. Present balance in Reserve Fund: \$784,380

4. Attach explanation for purpose and reasons why the expenditure is extraordinary and/or unforeseen.

To request a Reserve Fund Transfer of \$150,000 to supplement current appropriations for the construction of modular classrooms at the Lexington High School. The need for the transfer is triggered by bids received that are in excess of the balance of the appropriation voted under Art. 22 of the 2014 annual town meeting.

Department Head

Action of School Committee _____
Date

Requested Not-Requested

Chairman, Board of Selectman

Action of Appropriation Committee: _____
Date 2-12-2015

Approved Disapproved

Transfer voted in the sum of: \$150,000

Glenn Parker
Chairman, Appropriation Committee



Lexington Public Schools

146 Maple Street ♦ Lexington, Massachusetts 02420

Lexington School Committee

email: school-com@comet.ci.lexington.ma.us

Authorization to Submit a Statement of Interest to the MSBA Regarding Hastings Elementary School

Resolved: Having convened in an open meeting on February 24, 2015, the School Committee of the Town of Lexington, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 24, 2015, for the Hastings Elementary School located at 7 Crosby Road, Lexington, Massachusetts, 02421 which describes and explains the following deficiencies and the priority category(s) for which the Lexington Public Schools may be invited to apply to the Massachusetts School Building Authority in the future:

Priorities

2. Elimination of existing severe overcrowding.
5. Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
7. Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.

and, hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town of Lexington to filing an application for funding with the Massachusetts School Building Authority.

Margaret E. Coppe, Chair
Lexington School Committee

Date

School Building Project Consensus Plan

Draft for the 25 February 2015 Lexington Budget Summit

Introduction

This document describes the draft consensus position of the Lexington Budget Summit (Board of Selectmen, School Committee, Appropriation Committee, and Capital Expenditure Committee) regarding Article 2 of the March 2015 Special Town Meeting #1.

This Article will request initial funding to develop various school building projects in response to ongoing and future overcrowding issues in the Lexington Public School (LPS) System. The projects cover school buildings serving grades Pre-K, K-5, and 6-8, and may include pre-fabricated classrooms, brick and mortar additions, and/or a new elementary school building. Total costs are estimated to be on the order of \$100 to \$120 million. A debt exclusion vote will be required to finance the costs of design and engineering work, as well as the actual construction.

This document is the result of the discussions of a working group of the Budget Summit composed of 2 members from each committee and will be formally presented to the Board of Selectmen and the School Committee in advance of the next Budget Summit on February 25.

Basic Assumptions

Enrollment growth has been growing at approximately 2% per year for the past seven years and it is causing overcrowding in existing school facilities now. This growth is expected to continue for several more years, bringing even greater pressure to a strained school system.

The LPS System requires expanded school facilities to properly meet its educational mandates, and to limit the need for expensive out-of-district placements.

The long-term goals for the public school system are to:

- keep school buildings moving towards their optimal usage,
- minimize disruptions to students,
- avoid extremes of over- or under-utilization.

The Town must pursue these goals in a fiscally responsible manner, and without ignoring other vital capital projects, e.g. public safety buildings.

The requested appropriation will be based on a flexible plan that allows the Town to begin by spending some of the requested funds to study a set of alternatives in depth. Some options may be modified or eliminated during this process. In late summer or early fall, the School Committee and the Board of Selectmen will coordinate the refinement of the plan and then the Board of Selectmen will approve additional spending from the original appropriation. Depending on the project, that additional spending will advance the work into the design document or the

construction and bid document phases. The results of this process will inform the request for funds at a fall Special Town Meeting.

Input from the Department of Public Facilities and the Permanent Building Committee is expected throughout this process – for both facility planning and for advice on timing needed to execute desired projects.

Planning Process

The Town must carefully manage its spending in light of the uncertainty around future needs in the school system. Our process for school planning will be to keep a close eye on long-range trends, while limiting definitive construction plans to a 3-year window. We will monitor this plan continually, and re-assess the plan annually.

Leased Modular Classrooms

We will avoid using leased modular classrooms (lifespan of 5 to 10 years), since they are expensive and provide only short-term solutions to what we see as a long-term problem.

Pre-Fabricated Classrooms

Adding pre-fabricated classrooms with a lifespan of 20+ years at Bridge, Bowman, Fiske, Diamond, and Clarke will help to alleviate current overcrowding in those schools, and in some cases provide a separate music room as mandated by a recent change in School Committee policy.

The populations at Bridge and Bowman will be lowered once new classrooms are available at other schools. At that time, their pre-fabricated classrooms will be adapted for other school system needs such as in-house special education programs. These new uses will not significantly increase pressure on core spaces.

We will start by doing feasibility and design work for all the pre-fabricated classrooms. In order to bring them online quickly, the Town may opt to proceed with construction and bid documents for some or all of these locations prior to a fall Special Town Meeting. This will be contingent on a review of the engineering studies and would be initiated by a request of the School Committee, a review of the funding needs by the financial committees, with final approval from the Board of Selectmen.

Bricks and Mortar

The existing Maria Hastings elementary school requires significant repairs. It is also burdened with sub-standard sized classrooms, and its 8 modular classrooms are well past their intended lifespan. Constructing a new school on the site (a la Estabrook) is the preferred solution. The new school should be designed with up to 9 more classrooms than the existing facility (including modularity), assuming that the site and resulting traffic circulation can accommodate that size. The request only covers a feasibility study for a new building on the Hastings site.

In the fall, if the feasibility study shows that a new Hastings School can be constructed on the site, then a construction proposal for Hastings (and any other components determined to be necessary and desirable) will be brought to Town Meeting and a debt exclusion vote will be presented to the voters at the end of the year or early in 2016.

Pre-K is a standalone program that requires 15,000 square feet. It is currently hosted at Harrington with a satellite program at Old Harrington. Relocating the entire Pre-K program to a new building would allow the four Pre-K classrooms at Harrington to be refurbished for use as K-5 classrooms. Filling these four K-5 classrooms would bring the school's population to the brink of the school's core capacity.

We will study the feasibility of building a new Pre-K, and if a site is identified we will proceed to the design documents phase. We would then develop a plan for the minor refurbishments needed at Harrington.

The architectural consultant firm SMMA has proposed a complicated renovation at (new) Harrington that incorporates an expanded Pre-K and an enlarged cafeteria and gym. This proposal is expensive considering the number of new classrooms that would result, and it requires moving three geothermal wells. This plan will not be studied.

Contingency funding is included for exploring options at Harrington and Fiske if the preferred plan for a larger Hastings proves to be infeasible. At Harrington and Fiske we have the option to develop feasibility studies for expansion.

Based on the analysis by DiNisco Design, the Estabrook site is not considered suitable for expansion.

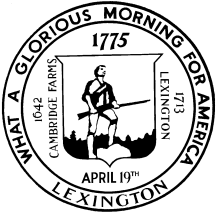
For the two Middle Schools, the topography at Diamond is more suitable to an extension, and we would rather do construction at only one Middle School. We will perform a feasibility study for adding a single large extension at Diamond. We will also study an extension at Clarke in the event that the Diamond site cannot accommodate the needs of the school system on its own.

Redistricting

The School Committee will explore redistricting plans that would shift school density away from more crowded schools on the eastern side of town towards Estabrook at the northwest end of town. If deemed practical, such a plan will be implemented as soon as possible.

Given the volatility of students moving into and out of the school system throughout town, plans that are not traditional in Lexington should be explored. For example, adding "buffer zones" at district boundaries might allow districts to adapt by placing *new* students into either of two adjoining districts. These buffer zones would be large enough to accommodate volatility, but not so large as to require unreasonable bus routes.

The benefits of any redistricting plan are based on untested assumptions. The School Committee will initiate a technical redistricting study to identify workable plans, so that policy discussions can occur later this year.



Lexington Public Schools

146 Maple Street ♦ Lexington, Massachusetts 02420

Mary Ellen N. Dunn.
Assistant Superintendent for Finance and Business

Tel: (781) 861-2563

Fax: (781) 863-5829

mdunn@sch.ci.lexington.ma.us

To: Paul Ash, Superintendent
From: Mary Ellen Dunn, Assistant Superintendent for Finance and Business
Date: February 5, 2015
Re: FY 2015 – 2nd Quarter Financial Report

The current year-end balance projected for FY 2015 is \$44,992 before addressing the most recent 9C cuts. The projection assumes all budgeted positions are filled and assumes all program budgets are fully expended. The major source of the funds causing the deficit in expenses is Special Education Tuitions. This is a somewhat normal fluctuation that occurs because we hold funds in reserve for students who we anticipate will be placed in out-of-district placements before the end of the school year. This is a declining reserve as each month a student is not placed is savings in the tuition budget.

Summary	Sum of ORIGINAL APPROP	Sum of TRANFRS/A DJSMTS	Sum of REVISED BUDGET	Sum of YTD EXPENDED	Sum of YTD EXP + ENC/REQ	Sum of AVAILABLE BUDGET
Salaries and Wages	\$ 73,496,851	\$ -	\$ 73,496,851	\$ 37,325,952	\$ 35,931,260	\$ 239,639
Expense	\$ 13,127,078	\$ -	\$ 13,127,078	\$ 5,515,141	\$ 7,806,584	\$ (194,647)
Grand Total	\$ 86,623,929	\$ -	\$ 86,623,929	\$ 42,841,093	\$ 43,737,844	\$ 44,992

Salaries and Wages: Projections are based on current filled positions and estimated wage settlements as of the end of December. Of note, the district is experiencing a significant number of Special Education staff that is out on leave whereby a traditional substitute cannot be hired. The Substitute Teacher line in our expense budget will need to be offset by any salary savings in Unit A. We also continue to hold funds for vacant positions. The net change in staffing is 24.82 FTEs, up 3.21 FTE from 21.61 FTE in the 1st Quarter. The primary source is the need for additional special education staffing to meet the service delivery needs in Individual Education Plans (IEP) for our special education population. See Table 1 at the end of the report for more detail.

Grant Transfer Request: The district each year must reconcile grants to actual expenditures. We are still awaiting final amendments and DESE grant award adjustments based on two recent 9C cuts. We received two separate notices of 9C cuts this fiscal year. One reduction notice was received in November and a second in January totaling approximately \$137,740. The METCO and Full Day Kindergarten Grants are the programs impacted to date. The transfer required to fund 9C cuts and other grant reconciliation is \$104,028. The projection includes \$26,785 from the 1st quarter changes required due to reconciliation of expenditures to grant award. The projection does not include the impact of the 9C cuts of \$77,243. The additional \$77,243 will need to be identified for the 3rd quarter report.

Expenses: Since the issuance of the 1st Quarter Report, the deficit for Expenses has changed from (\$450,507) to (\$194,647). At this time of the school year we continue to focus on three specific line items: In-District Transportation, Out-of-District Transportation, and Special Education Out-of –District Tuitions. These accounts can be highly variable.

The current deficit consists of following items:

- Continued:
 - Student Activity and other audit requirements that exceed the normal audit activity required by the district {\$25,000}. A more detailed summary will be provided once all audit engagement letters are completed with the Town’s auditing firm, Melanson Heath.

Lexington Public Schools – FY2015 2nd Quarter Report as of December 31, 2014

- The Superintendent search expense will add a minimum of \$30,000 in unbudgeted expense in the school committee line items. We are still receiving final contractual expenses at this time. A final transfer amount will be known by the third quarter report.
- Revised:
 - The Tuition Budget deficit was revised from (\$361,648) to (\$123,647). The majority of these funds are a result of the reduction of tuition held for students in our “high risk” category of students. We reduce the amount of the projected tuition based on the number of school days left in the fiscal year. In addition the number of total students supported by the tuition budget reduced by 2 since the 1st quarter ended.

Out-of-district Tuition: The out-of-district tuition budget is currently supporting 121 students. This is an increase of 22 students over budget. The final Circuit Breaker funds received by the Department of Elementary and Secondary Education provide an additional \$78,512 over projection, proving our projection model is highly accurate. We are still awaiting confirmation of some out-of-district schools who have applied for reconstruction or adjustments for special circumstances adjustments that have not been notified of the award to date. We are projecting the highest potential cost.

	FY15 ATM	Current Projection	Balance
Estimated Tuition	7,747,810	7,949,969	\$ (202,159)
Less Circuit Breaker Reimbursement	(2,950,251)	(3,028,763)	\$ 78,512
Total Tuition	4,797,559	4,921,206	\$ (123,647)

Tuition Projection as of January 29, 2015*

DOE Function Code	DOE Function Title	program type	Sum of FY15 ATM Budget Head Count	Sum of FY15 ATM tuition projection	Sum of FY15 current head count	Sum of Current FY15 estimated tuition	Favorable/ (Unfavorable)
9100	Tuition to Mass. Schools	day	6	\$ 288,942	7	\$ 303,727	
		extended services				\$ 4,000	
		short term					
		summer		\$ 48,985	1	\$ 23,395	
		day			1	\$ 38,611	
9100 Total			6	\$ 337,927	9	\$ 369,734	\$ (31,807)
9200	Tuition to Non-Public Schools	residential			1	\$ 95,785	
		Tuition to Non-Public Schools Total			1	\$ 95,785	
		Tuition to Out-of-State Schools	residential	2	\$ 303,994	2	
		summer				\$ 13,386	
9200 Total			2	\$ 303,994	3	\$ 395,788	\$ (91,794)
9300	Tuition to Non-Public Schools	1:1 Aide		\$ 42,236		\$ 15,600	
		day	49	\$ 3,032,380	53	\$ 2,805,102	
		PT				\$ 2,640	
		residential	10	\$ 2,406,621	14	\$ 2,513,056	
		short term			3	\$ 72,729	
		summer		\$ 55,817	1	\$ 46,506	
		summer					
		summer program (blank)	1	\$ 4,873	1	\$ 4,800	
9300 Total			60	\$ 5,541,928	72	\$ 5,460,433	\$ 81,495
9400	Tuition to Collaboratives	bus monitor		\$ 3,217		\$ 19,737	
		day	30	\$ 1,272,614	34	\$ 1,450,055	
		extended services		\$ 9,890		\$ 59,245	
		short term			1	\$ 11,081	
		summer		\$ 163,322	1	\$ 148,509	
		summer & day	1	\$ 56,559			
		summer-LESP		\$ 58,360		\$ 13,640	
		tution			1	\$ 21,747	
9400 Total			31	\$ 1,563,962	37	\$ 1,724,015	\$ (160,053)
Grand Total			99	\$ 7,747,810	121	\$ 7,949,969	\$ (202,159)

** The projection consists of 19 high risk students as of January 29, 2015 which reserves a balance of \$750,927 in the tuition budget.

Lexington Public Schools – FY2015 2nd Quarter Report as of December 31, 2014

- Added:
 - Two-Way Radios for Bowman School {\$16,000}: Bowman school must replace existing two way radios that cannot be programmed to meet the town radio communications protocol to allow Police and Fire to connect to the device. As such, since these cannot be programmed, they need to be replaced to maintain the communication necessary to meet the safety needs of employees and students within the building.

- No longer included:
 - Transportation is in balance.
 - Regular Transportation is able to support subsidy necessary for the 3100+ riders for this school year.
 - The demand for Homeless Transportation is less than last year and we anticipate staying within budget with the current complement of students. However we are still transporting students both in-district and out-of-district, there are just fewer students. The Town will receive partial reimbursement for out of district students.
 - Transportation for the district's special education student is currently projected to be in balance based on known students to date of this report.

Table 1: 1st Quarter Operating Budget Salary and Wage projection

FY2015 - 2nd Quarter - Payroll Projection though 2015.1.9

LINE No	ROLL UP	FY15 FTE	FY15 Budget	Current FTEs (through 1/9/15 payroll)	FTE Difference Favorable (Unfavorable)	Salaries Projection (through 1/9/15 payroll)	\$ Difference - Favorable (Unfavorable)	Notes (illustrates material changes)
1	UNIT A -LEA	660.89	53,063,354	640.58	20.31	\$ 51,034,006	\$ 2,029,348	1. Net FTE Transfer: -1.60 FTE 2. -22.30 FTEs on LOA, shifted to Long Term Subs 3. +2.95 FTE Supplemental Positions 4. +3.78 FTE Vacancy
2	UNIT A - STIPENDS		684,963	-		\$ 684,963	\$ -	
3	UNIT A - COACHES		607,996	-		\$ 607,996	\$ -	
4	Unit D - LEA	77.95	3,070,784	78.45	(0.50)	\$ 3,105,852	\$ (35,068)	1. +0.38 FTE Supplemental Positions 2. 2.80 FTE Vacancy 3. 0.53 Pooled FTE Team Meetings
5	NON-UNION DISTRICT SUPPORT/MGRS	20.70	1,751,505	24.40	(3.70)	\$ 1,987,025	\$ (235,520)	1. Net FTE Transfer: +3.65 FTE 2. 0.25 FTE Vacancy
7	UNIT C - INSTR ASST./ Student Support/A.S.Asst	143.57	5,216,335	155.52	(11.95)	\$ 5,153,901	\$ 62,434	1. Net FTE Transfer: -4.43 FTE 2. +15.57 FTE Supplemental Positions 3. 8.19 FTE Vacancy
7.1	NON-UNION PARAPROFESSIONALS	5.80	770,766	6.44	(0.64)	\$ 711,360	\$ 59,406	1. Net FTE Transfer: -2.40 FTE 2. +1.92 FTE Supplemental Positions 3. 0.25 FTE Vacancy 4. 0.17 Pooled Print Shop Hours
8	ABA/BCBA INSTRUCTORS	3.89	409,778	3.88	0.02	\$ 350,592	\$ 59,186	
9	OT ASSISTANTS	-	-	-	-	\$ 842	\$ (842)	1. Cost here due to split FY14/15 payroll
10	SPECIAL CLASS AIDES	6.12	211,221	12.08	(5.96)	\$ 421,009	\$ (209,788)	1. Net FTE Transfer: +3.93 FTE 2. +1.74 FTE Supplemental Positions
13	TECHNOLOGY UNIT	16.00	879,235	15.75	0.25	\$ 866,610	\$ 12,624	1. 1.0 FTE Vacancy 2. 0.25 FTE converted to summer pool hours
14	CENTRAL ADMINISTRATORS	6.00	1,023,229	6.00	-	\$ 1,051,076	\$ (27,848)	
15	PRINCIPALS	9.00	1,241,589	9.00	-	\$ 1,227,343	\$ 14,246	
16	ALA - ASST PRINC/SUPERVISORS	39.20	4,229,592	38.55	0.65	\$ 4,217,371	\$ 12,222	1. Net FTE Transfer: +0.35 FTE 2. 1.0 FTEs on LOA, shifted to Long Term Subs
17	NURSE SUBS		15,300	-		\$ 15,300	\$ -	
	TEACHER SUBSTITUTES		755,010	-		\$ 755,010	\$ -	
	LONG TERM PROFESSIONAL SUBSTITUTES			23.30	(23.30)	\$ 1,000,763	\$ (1,000,763)	1. 22.3 FTEs from SLEA currently on LOAs 2. 1.00 FTEs from SALA currently on LOAs
18	SECRETARY SUBSTITUTES		16,193			\$ 16,193	\$ -	
	PARAPROFESSIONAL SUBSTITUTES		50,000	-		\$ 50,000	\$ -	
20	SICK LEAVE BUY BACK						\$ -	
	Sal Dif		(500,000)				\$ (500,000)	
TOWN	SHARED EXPENSES						\$ -	
	All other - operating						\$ -	
	Grant/Revolving Activity						\$ -	
	Adjustments						\$ -	
SALARIES & WAGES Total		989.12	\$ 73,496,851	1,013.94	(24.82)	\$ 73,257,212	\$ 239,638	

Table 2: 2nd Quarter Grant Summary

Grant Award Changes for FY15

Federal Grant Title	FY14 Award - Level Funded for FY14	Sequestration, enrollment, and low income change	FY15 Grant Award (Jul 1)	9C Cuts	FY15 Grant Award (REV)*	% Change in Award FY14 to FY15
Title I	\$ 157,598	\$ (6,432)	\$ 151,166		\$ 151,166	-4.08%
Title II	\$ 86,954	\$ (1,472)	\$ 85,482		\$ 85,482	-1.69%
Title III	\$ 57,937	\$ 8,093	\$ 66,030		\$ 66,030	13.97%
Title III Immigrant	\$ 39,500		\$ -		\$ -	-100.00%
94-142	\$ 1,514,322	\$ 33,565	\$ 1,547,887		\$ 1,547,887	2.22%
Early Childhood	\$ 38,408	\$ 1,659	\$ 40,067		\$ 40,067	4.32%
Total Federal Grants	\$ 1,894,719	\$ 35,413	\$ 1,890,632	\$ -	\$ 1,890,632	-0.22%
State Grant Title						
METCO	\$ 1,342,033	\$ 31,758	\$ 1,373,791	\$ (88,180)	\$ 1,285,611	-4.20%
Essential School Health	\$ 116,440	\$ -	\$ 116,440		\$ 116,440	0.00%
Academic Support	\$ 10,400	\$ (3,000)	\$ 7,400		\$ 7,400	-28.85%
Full-Day Kindergarten	\$ 233,666	\$ (6,666)	\$ 227,000	\$ (49,560)	\$ 177,440	-24.06%
Special Education Entitlement	\$ 27,976	\$ 23,243	\$ 51,219		\$ 51,219	83.08%
Total State Grants	\$ 1,730,515	\$ 45,335	\$ 1,775,850	\$ (137,740)	\$ 1,638,110	-5.34%
Reserved by Town	\$ 3,625,234	\$ 80,748	\$ 3,666,482	\$ (137,740)	\$ 3,528,742	-2.66%
Represents Anticipated Cut	\$ 750,000	20.69%				-2.66%

2nd Qtr Grant Expenditure Projection

Federal Grant Title	FY15 Grant Award (REV)*	FY15 Projection as of December 31**	FY15 Grant Award (REV) Projected (Deficit)/ Balance
Title I	\$ 151,166	\$ 151,900	\$ (734)
Title II	\$ 85,482	\$ 85,475	\$ 7
Title III	\$ 66,030	\$ 57,115	\$ 8,915
Title III Immigrant	\$ -	\$ -	\$ -
94-142	\$ 1,547,887	\$ 1,572,723	\$ (24,836)
Early Childhood	\$ 40,067	\$ 38,655	\$ 1,412
Total Federal Grants	\$ 1,890,632	\$ 1,905,868	\$ (15,236)
			-0.81%
State Grant Title			
METCO	\$ 1,285,611	\$ 1,311,879	\$ (26,268)
Essential School Health	\$ 116,440	\$ 116,440	\$ -
Academic Support	\$ 7,400	\$ 7,400	\$ -
Full-Day Kindergarten	\$ 177,440	\$ 227,681	\$ (50,241)
Special Education Entitlement	\$ 51,219	\$ 51,219	\$ -
Total State Grants	\$ 1,638,110	\$ 1,714,619	\$ (76,509)
Reserved by Town	\$ 3,528,742	\$ 3,620,487	\$ (91,745)
Represents Anticipated Cut			-2.60%

Table 3: Transfer Requests

Please request the School Committee transfer the amount of \$104,028 from Special Education Tuitions – High Risk Tuition allocation to salaries and wages. The purpose of the funds will support the unanticipated grant expenses due to reconciliation and 9C cuts realized by our state and federal grants. The Tuition reserve is approximately \$750,000 at the end of the 2nd quarter.

Federal Grant Title	Transfer to Operating 1st Qtr		Transfer to Operating 2nd Qtr		Total Transfer Request	
	FTE	\$	FTE	\$	FTE	\$
Title I	(0.0754)	\$ (6,554)		\$ 734	(0.08)	\$ (5,820)
Title II	0.1432	\$ 13,797			0.14	\$ 13,797
Title III	0.25	\$ 19,542			0.25	\$ 19,542
Title III Immigrant 94-142	Carry Over Funding					
Early Childhood						
Total Federal Grants	0.3178	\$ 26,785	-	\$ 734	0.3178	\$ 27,519
State Grant Title						
METCO				\$ 26,268		\$ 26,268
Essential School Health Academic Support						
Full-Day Kindergarten				\$ 50,241		\$ 50,241
Special Education Entitlement						
Total State Grants	-	\$ -	-	\$ 76,509	-	\$ 76,509
Reserved by Town Represents Anticipated Cut	0.3178	\$ 26,785	0	\$ 77,243	0.3178	\$ 104,028

The change in the projected budget for FY 2015 will be as follows. The full \$104,028 is applied. However, the original 2nd quarter projection included \$26,785 from the 1st quarter changes required due to reconciliation of expenditures to grant award. The projection does not include the impact of the 9C cuts of \$77,243. Including all funds needed the FY 2015 budget is projected to be in deficit \$32, 251 if all accounts are fully expended.

Summary	Sum of ORIGINAL APPROP	Sum of TRANFRS/A DJSMTS	Sum of REVISED BUDGET	Sum of YTD EXPENDED	Sum of YTD EXP + ENC/REQ	Sum of AVAILABLE BUDGET
Salaries and Wages	\$ 73,496,851	\$ -	\$ 73,496,851	\$ 37,325,952	\$ 35,931,260	\$ 162,396
Expense	\$ 13,127,078	\$ -	\$ 13,127,078	\$ 5,515,141	\$ 7,806,584	\$ (194,647)
Grand Total	\$ 86,623,929	\$ -	\$ 86,623,929	\$ 42,841,093	\$ 43,737,844	\$ (32,251)

FIRST AID

The school attempts to provide a safe environment. If an accident or sudden illness occurs, school personnel will administer first aid and, if warranted, call ~~the school physician~~ emergency medical services.

First aid is defined as the immediate and temporary care given in case of an accident or sudden illness, which enables the child to be taken safely home or to a physician. It does not include diagnosis or treatment.

~~Any care beyond first aid will not be given.~~

At each school, procedures will be developed for the proper handling of an injury to, or sudden illness of, a child or staff member. These will be made known to the staff and will incorporate the following requirements:

1. The school nurse or another trained person will be responsible for administering first aid.
2. When the nature of an illness or an injury appears in any way serious, every effort will be made to contact the parent and/or family physician immediately.
3. No ~~young child~~ elementary or middle school student who is ill or injured will be ~~sent~~ allowed to go home alone, nor will any older student be allowed to go home alone ~~child~~ unless the illness or injury is minor and parent/guardian permission has been given to the school nurse.
~~A young child who is ill or injured will not be taken home unless it is known that someone is there to receive him or her.~~
4. In extreme emergencies, the school nurse, school physician or Principal may make arrangements for immediate hospitalization of injured or ill students, contacting parent or guardian in advance if at all possible.
5. At the time an accident occurs, the school nurse will record details of the accident in the electronic medical record. The school nurse will notify the principal of any accident requiring a medical evaluation beyond first aid.
~~The teacher or other staff member to whom a child is responsible at the time an accident occurs will make out a report on an official form providing details about the accident. This will be required for every accident for which first aid is given.~~
6. All accidents to students and staff members will be reported as soon as possible to the Superintendent and, if the Superintendent deems appropriate, to the School Committee.

FIRST AID

The school attempts to provide a safe environment. If an accident or sudden illness occurs, school personnel will administer first aid and if warranted, **call emergency medical services.**

First aid....delete the last line: **Any care beyond first aid will not be given. (What about life-saving measures? i.e. EpiPens, CPR, and doctor's orders requesting care be given?)**

At each school (delete) Procedures will be developed....

1. OK
2. OK
3. No **elementary or middle** school child who is ill or injured will **be allowed to go home alone**, nor will any older child **be allowed to go home alone** unless the illness or injury is minor **and parent/guardian permission has been given. Delete last sentence, it doesn't make sense after the first sentence.**
4. OK
5. REWRITE to say: **At the time an accident occurs, the school nurse will record details of the accident in the electronic medical record. The school nurse will notify the principal of any accident requiring a medical evaluation beyond first aid.**
6. OK

CROSS REF.: JLC, Student Health Services and Requirements



TOWN OF LEXINGTON
Department of Public Facilities

Patrick W. Goddard
Director of Public Facilities

Tel: (781) 274-8958
Email:pgoddard@lexingtonma.gov

February 19, 2015

To: Dr. Paul Ash

Re: FY 2016 Capital and Operating Budget Revisions

In order to balance the Department of Public Facilities (DPF) cash capital budget, but add the DPF Vehicle with Aerial Lift, I recommend reducing the Interior Painting Program by \$24, 169 (down to \$134,425), and withdrawing both the Diamond Middle School Motors for Backboards for \$25,300 and the LHS Bike Racks and Installation for \$31,531. This total reduction of \$81,000 can then supplement the \$27,500 already budgeted in the FY 2016 Operating Budget to fund a budget of \$108,500 for the DPF Vehicle with Aerial Lift. DPF will use available FY 2015 operating funds (and FY 2016 if necessary) to implement the backboard motors and bike rack before the end of August, 2015.

My understanding is that since the Lexington Warrant for the 2015 Annual Town Meeting has already been issued, the \$108,500 vehicle project cannot be added to Article 18, Appropriate for Public Facilities Capital Projects. If the project cannot be added to Article 18, then the \$81,000 will be added to the DPF Operating budget, with a new total of \$10,367,040. If the project can be added to Article 18, then the DPF Operating Budget will remain at \$10,286,040.

Let me know if you have any questions.

Sincerely

Pat Goddard