

Michael D. Cronin
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MEMORANDUM

TO: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

FROM: Michael Cronin, Chief of Operations

DATE: May 11, 2015

RE: Operations Status Report

Facilities Report

The department's maintenance and custodial staff were successful in their completion of tasks during the April break. Some of the accomplishments included:

- refinishing the Brown gym floor using our in-house custodial floor finishing crew,
- removing fifteen large "big box" televisions and pipe supports with our NPS craftsman at F.A Day to make way for newer more compact technology,
- painting the gymnasium walls at Mason-Rice with Public Building painters, and
- refinishing epoxy floors at the Education Center using an outside contractor.

The department continues to fine tune the list of requested summer projects. The count stands at 135 regular maintenance projects and this count is growing as new student needs for next school year are identified. Long lead time items are being identified; quotes and contracts are being requested in order to hit the ground running the day after students are dismissed for summer recess.

As Operations ramps down the heating loads and gears up for the cooling season, several Energy Conservation Measures (ECM) building automation upgrades performed in conjunction with the City ECM program are coming on line. Countryside and Peirce are now functioning on Building Maintenance System full Direct Digital Control (DDC) for air handlers and electric-pneumatic transducers for classroom thermostat control. The department is in the process of commissioning these projects and anticipates accepting the projects in the fall when the heating season begins.

Franklin and Underwood boiler controls are complete and the unit ventilators and air handlers are 80% complete. The commissioning on these buildings will begin when Countryside and Peirce are done. Bigelow controls and DDC infrastructure will begin in the next week or so.

Custodial Overtime by Category

Custodial Overtime Summary Report			
Category	FY 15 Monthly hours 4/1/15 - 4/30/15	FY 15 YTD Cumulative hours 7/1/14 - 4/30/15	FY15 YTD Total Overtime Expense
Cleaning/Miscellaneous Man Out	505	5,703	\$ 211,602
OT Pool	0	0	\$ -
Other	115	1,804	\$ 71,930
Package	68	585	\$ 21,464
School Committee	4	57	\$ 2,018
School Events	378	4,543	\$ 176,876
USB Aftercare	19	210	\$ 7,189
USB Athletics	52	863	\$ 31,701
USB Community Education	218	2,450	\$ 89,829
USB Community Groups	600	4,035	\$ 159,729
USB Elections	0	277	\$ 10,431
USB PTO/PTSA	96	750	\$ 27,773
USB Recreation	158	2,636	\$ 100,674
TOTAL	2,212	23,911	\$ 911,218

Use of School Buildings

A total of 1,184 Use of School Buildings permits have been approved since July 1, 2014. The breakdown of permits by type is:

- A= (School related or PTO)
- B= (City youth groups, municipal, day care & Newton community groups)
- C= (Other users including business users [Newton and non-Newton] and non-Newton community groups)

Permit Category	FY 15 Total # of USB Permits Approved YTD 7/1/14 to 4/7/15	FY 15 Total Amount Invoiced 7/1/14 to 5/6/15	FY 15 Total Payments Received 7/1/14 to 5/6/15	FY 15 Total Amount Due from Permits Approved from 7/1/14 to 5/6/15
A	873	\$ 50,520	\$ 47,530	\$ 2,990
B	223	\$ 321,461	\$ 306,119	\$ 15,342
C	88	\$ 336,560	\$ 293,682	\$ 42,878
Total	1,184	\$ 708,541	\$ 647,331	\$ 61,210
Total Amount Due from B and C Permits Only				\$ 58,220

Thank you to Paul Anastasi, Carol Chafetz, June McCarthy, Beverly Morong and David Stickney for their contribution to this report.