

Michael D. Cronin
Chief of Operations

Telephone: (617)559-9000
FAX: (617)559-9006
E-mail: michael_cronin@newton.k12.ma.us

MEMORANDUM

TO: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

FROM: Michael Cronin, Chief of Operations

DATE: June 15, 2015

RE: Operations Status Report

Facilities Report

There are approximately 147 summer projects requested and approved for summer 2015. The typical summer project list includes: painting, removing carpet and replacing the carpet with Vinyl Composite Tile (VCT), installing ceilings and installing additional electrical outlets in classrooms. Some of the larger projects include sanding and refinishing the gym floor at Bigelow, finishing repairs at Newton South Gym "B" and completing the library renovations at Brown Middle, Oak Hill Middle and Burr Elementary schools.

There have been 86 separate permits approved for summer building use in July and August. This is typical for the summer. The school buildings are being used more and more each summer. The district will be hosting summer academic programs, Parks and Recreation Department camps, athletic department camps and staff workshops.

In the midst of completing summer projects and accommodating use of school building rentals, the custodians will be summer cleaning all buildings from top to bottom. Classrooms will be emptied, floors stripped and waxed, carpets shampooed and all desk, chairs, furnishings and walls washed in preparation for the start of the school year in September.

Custodial Overtime by Category

Custodial Overtime Summary Report			
Category	FY 15 Monthly hours 5/1/15 - 5/31/15	FY 15 YTD Cumulative hours 7/1/14 - 5/31/15	FY15 YTD Total Overtime Expense
Cleaning/Miscellaneous Man Out	836	6654	\$ 246,869
OT Pool	0	0	\$ -
Other	38	1854	\$ 73,883
Package	105	705	\$ 26,078
School Committee	14	71	\$ 2,468
School Events	582	5176	\$ 200,676
USB Aftercare	6	218	\$ 7,493
USB Athletics	73	908	\$ 33,437
USB Community Education	177.5	2687	\$ 98,536
USB Community Groups	364	4534	\$ 180,143
USB Elections	0	277	\$ 10,431
USB PTO/PTSA	65	835	\$ 31,087
USB Recreation	84	2748	\$ 105,336
TOTAL	2,343	26,664	\$ 1,016,436

Use of School Buildings

A total of **1,344** 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 6/15/15	FY 15 Total Amount Invoiced 7/1/14 to 6/15/15	FY 15 Total Payments Received 7/1/14 to 6/15/15	FY 15 Total Amount Due from Permits Approved from 7/1/14 to 6/15/15
A	999	\$ 53,371	\$ 50,495	\$ 2,876
B	244	\$ 329,380	\$ 313,851	\$ 15,529
C	101	\$ 351,930	\$ 333,626	\$ 18,304
Total	1,344	\$ 734,680	\$ 697,971	\$ 36,709
Total Amount Due from B and C Permits Only				\$ 33,833

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