

Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

Maureen G. Valente
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

March 30, 2016

Mr. Daniel J. Morgado, Town Manager
Town of Shrewsbury
Town Managers Office
100 Maple Avenue
Shrewsbury, MA 01545

Re: Town of Shrewsbury, Beal Early Childhood Center

Dear Mr. Morgado:

I am pleased to report that the Massachusetts School Building Authority (the “MSBA”) Board of Directors voted to invite the Statement of Interest (the “SOI”) for the Beal Early Childhood Center School in the Town of Shrewsbury (the “Town”) into the MSBA’s Eligibility Period. The 270-day Eligibility Period formalizes and streamlines the beginning of the MSBA’s grant approval process and benefits the Town by providing a definitive schedule for the completion of preliminary requirements, assisting with the determination of financial and community readiness, and identifying needs for planning and budgeting. Successful completion of all activities in the Eligibility Period will allow the Town to be eligible for an MSBA invitation to Feasibility Study.

Invitation into the Eligibility Period is *not* an invitation to Feasibility Study. Moving forward in the MSBA’s process requires collaboration with the MSBA, and an invitation to Feasibility Study will require a further vote of the MSBA Board of Directors. Communities that “get ahead” of the MSBA without MSBA approval will not be eligible for grant funding. To qualify for any funding from the MSBA, local communities must follow the MSBA’s statute and regulations, which require MSBA partnership and approval at each step of the process.

The Town’s Eligibility Period will commence on April 13, 2016 and conclude on or before January 9, 2017. During this time, the Town must complete the preliminary requirements in accordance with the schedule on page three of this letter. The first item that requires completion by the Town is the Initial Compliance Certification, which is attached to this letter.

The ability of the Town to complete the preliminary requirements within the 270 days does not guarantee an invitation into the MSBA Capital Pipeline. Further, if the Town cannot complete the preliminary requirements within the 270-day Eligibility Period, the

Page 2

March 30, 2016

Shrewsbury Invitation to Eligibility Period Board Action Letter

MSBA will require the Town to withdraw its SOI, and the Town will have to re-file an SOI during the next open SOI filing period and/or when the Town has the required financial and community support.

If the Town has concerns about meeting any of the deadlines set forth on page three of this letter, please notify the MSBA in writing by April 13, 2016. If you have questions or would like additional information regarding the Eligibility Period, please refer to our website (<http://www.massschoolbuildings.org/building/prerequisites>) and/or contact Katie DeCristofaro at the MSBA (Kathryn.DeCristofaro@MassSchoolBuildings.org).

I look forward to continuing to work with you throughout the MSBA's grant program process. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



John K. McCarthy
Executive Director

Cc: Legislative Delegation
Moira E. Miller, Chair, Shrewsbury Board of Selectmen
John Samia, Chair, Shrewsbury School Committee
Dr. Joseph Sawyer, Superintendent, Shrewsbury Public Schools
File: 10.2 Letters (Region 2)

**Eligibility Period
 Schedule of Deliverables**

**Town of Shrewsbury
 Beal Early Childhood Center**

MSBA Board of Director Meeting – March 30, 2016

Eligibility Period Commences – April 13, 2016		
MODULE ONE - Eligibility Period		
Deliverable	Days	Due Date and Status
Initial Compliance Certification	30	May 13, 2016 Required
School Building Committee	60	June 13, 2016 Required
Educational Profile Questionnaire	90	July 12, 2016 Required
Online Enrollment Projection	90	July 12, 2016 Required
Enrollment/Certification Executed	180	October 11, 2016 Required
Maintenance and Capital Planning Information	180	October 11, 2016 Required
Local Vote Authorization	270	January 9, 2017 Required
Feasibility Study Agreement	270	January 9, 2017 Required
Eligibility Period Concludes – January 9, 2017		

Note: If the District has concerns about meeting any of the following deadlines, please let the MSBA know by April 13, 2016. The MSBA will require Districts that are unable to complete the preliminary requirements within the timeframes noted for each to withdraw its SOI and reapply when the District has the financial and community support required.

[SPACE RESERVED FOR DISTRICT LETTERHEAD]

**Massachusetts School Building Authority
School District Educational Profile Questionnaire**

Date _____

Name of School District _____

District Contact (Name, Title) _____

As part of the District’s invitation into the Eligibility Period, the MSBA is seeking the following information to further inform our understanding of the School District’s facilities, teaching methodology, grade configurations and program offerings. If the below information is available in documents previously provided to the MSBA, please indicate in which document and on which page this information may be found.

SECTION ONE: Facilities

A. Please confirm the following MSBA 2010 Needs Survey information for all public schools in the District using a “Y” for accurate and “N” for not accurate:

District	School Name	Type	Year Founded	Last Reno.	GSF	Y/N
Shrewsbury	Beal School	Elementary School	1922	1987	32,100	
Shrewsbury	Calvin Coolidge Elementary	Elementary School	1927	1986	48,600	
Shrewsbury	Floral Street Elementary	Elementary School	1997		94,000	
Shrewsbury	Oak MS	Middle School	1957	2004	169,400	
Shrewsbury	Parker Road Preschool	Pre-Kindergarten/Kindergarten	1954		15,533	
Shrewsbury	Sherwood MS	Middle School	1964		*	
Shrewsbury	Shrewsbury HS	High School	2002		296,000	
Shrewsbury	Spring Street	Elementary School	1967	2000	37,200	
Shrewsbury	Walter J. Paton School	Elementary School	1950	1990	37,300	

Using the space below, provide additional information for any inaccurate or incomplete Needs Survey data.

[Type text here...]

B. Using the chart below, list Charter Schools (Commonwealth, Innovative, or Horace Mann) and private schools located in the District.

Name of School	Type of School	Year Established	Grades Served	Current Enrollment

SECTION TWO: Current Program, Grade Configuration, Teaching Methodology

A. **For elementary and middle schools only** In the chart below, provide information about the current grade configuration for each public school facility adding or editing cells and rows as appropriate. Check the boxes provided to indicate program offerings at each facility. Next to the check, please indicate the number of hours and days the program is offered.

Name of School, Grades Served	Science Classes	Art (Performing and Visual Art)	Music	Physical Education (Adaptive PE)	Library Classes	Extended Day Care	Lunch Seatings
Beak Early Childhood Center, K-1							
Calvin Coolidge Elementary, K-4							
Floral Street Elementary, 1-4							
Oak MS, 7-8							
Parker Road Preschool, PreK-K							
Sherwood MS, 5-6							
Spring Street, K-4							
Walter J. Paton School, K-4							

For high schools only Attach to this questionnaire current program/scheduling information (core, non-core, enrichment and vocational).

B. Does the District belong to a Collaborative? Yes No

Does the District host a Collaborative? Yes No

If yes, please provide the name of the Collaborative _____

Does the District provide Pre-Kindergarten? Yes No

Is Kindergarten fee based? Yes No

If yes, please provide the fee structure _____

Does the District provide transportation? Yes No

If yes, please provide the name of the provider(s) (District or vendor) _____

C. Using the space below, provide information about the Priority Statement of Interest School’s teaching methodology (i.e. self-contained classroom, team teaching, departmental, or cluster). Include class-size policy and if applicable, scheduling particulars.

[Type text here...]

D. In the chart below, use “Y” or “N” to indicate if the listed technology offerings are available adding cells and rows as appropriate:

School	Desktop Computers	Laptop Computers	Tablets	Smart Board/ Smart Projectors	Printers	WiFi WAN/LAN
Beal ECC						
Calvin Coolidge Elementary						
Floral Street Elementary						
Oak MS						
Parker Road Preschool						
Sherwood MS						
Shrewsbury HS						
Spring Street						
Walter J. Paton School						

Using the space below, provide additional information for any of the aforementioned offerings marked with a “Y”.

[Type text here...]

SECTION THREE: Proposed Program, Grade Configuration, Teaching Methodology for the Priority Statement of Interest School

A. Using the chart below indicate proposed changes to the information as provided in Section Two adding or editing cells and rows as appropriate.

Name of School, Grades Served	Science Classes	Art (Performing and Visual Art)	Music	Physical Education (Adaptive PE)	Library Classes	Extended Day Care	Lunch Seatings
Beal Early Childhood Center, K-1							

B. Is the District considering joining a Collaborative? Yes No

If yes, please provide the name of the Collaborative _____

Is the District considering hosting a Collaborative? Yes No

Is the District considering offering Pre-Kindergarten? Yes No

Is the District considering a Kindergarten fee? Yes No

If yes, please provide the proposed fee structure _____

Is the District considering providing transportation? Yes No

If yes, please provide the name of the proposed provider _____

C. In the space below expand upon proposed changes to current grade configurations, districting, teaching methodology, programs, transportation, fees and technology. Indicate if any school facilities would be vacated, down-sized or re-organized. Indicate if changes to current staffing would result (increase/decrease).

[Type text here...]

D. Using the space below, indicate any proposed changes to current technology offerings (e.g. “One to One” technology, WiFi hotspots, laptop carts, etc.).

[Type text here...]

SECTION FOUR: Space - District's Priority Statement of Interest

ELEMENTARY SCHOOL

A. Complete current information in the table provided below adding or editing cells and rows as appropriate:

<u>ROOM TYPE</u>	No. of Rooms	Comments
<i>CORE ACADEMIC SPACES</i>		
<i>Pre-Kindergarten</i>		
<i>Kindergarten (indicate full or half day)</i>		
<i>Grade 1</i>		
<i>Grade 2</i>		
<i>Grade 3</i>		
<i>Grade 4</i>		
<i>Grade 5</i>		
<i>SPECIAL EDUCATION</i>		
<i>ART & MUSIC</i>		
<i>HEALTH & PHYSICAL EDUCATION</i>		
<i>Gymnasium</i>		
<i>MEDIA CENTER</i>		
<i>DINING & FOOD SERVICE</i>		
<i>MEDICAL SUITE</i>		
<i>Nurses' Office</i>		
<i>ADMINISTRATION & GUIDANCE</i>		

B. If not offered within the District's Priority Statement of Interest school, indicate in the space provided below where the District's collaborative, special education, art, music, health/physical education, media center, dining/food service and technology spaces are offered.

[Type text here...]

SECTION FIVE: Safety and Security Statement

Has the District formulated a school specific Multi-Hazard Evacuation Plan (Section 363 of the FY 02 State Budget) for each school under the superintendent's supervision?

Yes No

What was the date of the last review with local public safety and law enforcement officials?

Date: _____

SECTION SIX: Attachments

Please attach to this completed questionnaire any Executive Reports or Conclusions of reports or studies that relate to accreditation, an assessment of facility conditions and/or findings as issued by the Department of Elementary and Secondary Education (DESE). Below, please list the documents attached (as applicable).

Documents attached:

[List here...]

Should you have any questions about this questionnaire, please contact Katie DeCristofaro,
Capital Program Manager:

Massachusetts School Building Authority
617-720-4466
www.massschoolbuildings.org



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INITIAL COMPLIANCE CERTIFICATION TOWN OF SHREWSBURY BEAL EARLY CHILDHOOD CENTER MSBA Project No. 201502710005

This Initial Compliance Certification (the “ICC”) must be completed by all Eligible Applicants who have submitted a Statement of Interest to the Massachusetts School Building Authority (the “Authority”) and have been invited into the Eligibility Period. The Authority will not consider a District to be eligible for a school building repair, renovation or construction grant until after the District has properly submitted an ICC in the form and manner prescribed by the Authority. Each District shall exercise due diligence in ascertaining and certifying the truth, completeness and accuracy of each of following statements, acknowledgements, certifications, agreements and representations. The Eligible Applicant shall also have a continuing duty throughout the Eligibility Period, a Feasibility Study, and all phases of a Proposed Project or Approved Project to inform the Authority in writing when it becomes aware of information that impairs the truth, completeness or accuracy of any of the following statements, acknowledgements, agreements or representations. The Authority’s reference to certain of its regulations, policies, procedures, guidelines and standards in this ICC shall not be construed in any way as a waiver of any of its other regulations, policies, procedures, guidelines, or standards and the Authority’s reference to a portion of a regulation, policy, procedure, guideline, or standard, or paraphrasing thereof, shall not be construed as a waiver of the remainder.

Unless otherwise specified, all capitalized terms shall have the meanings ascribed to such terms in M.G.L. c. 70B or 963 CMR 2.00 et seq.

1. The Town of Shrewsbury (the “District”) hereby certifies that it shall remain in compliance with, the provisions of M.G.L. c. 70B, Chapter 208 of the Acts of 2004, 963 CMR 2.00 et seq., and all other applicable statutes, rules, policies, procedures, guidelines and standards of the Authority.
2. The District hereby certifies and represents that all meetings of all public bodies in the District that relate in any way to the Proposed Project including, but not limited to, the meetings of the District’s school building committee, have been conducted, and shall be conducted, in compliance with the provisions of G.L. c. 30A, §§ 18 – 25, 940 CMR 29.00 et seq., and all other applicable law.
3. The District hereby acknowledges and agrees that the school building renovation and construction grant program established by M.G.L. c. 70B is a discretionary program based on need, as determined by the Authority. The District hereby further acknowledges and agrees that it shall have no entitlement to receive approval or



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funding for a Proposed Project or for any other purpose except at the sole discretion of the Authority.

4. The District hereby agrees to work in collaboration with the Authority in all phases of the process, including at least: (a) identifying perceived deficiencies with school buildings, (b) validating those deficiencies, (c) identifying educationally and financially sound solutions to validated deficiencies, (d) agreeing on a project scope and budget, (e) implementing a solution as agreed upon, and (f) the final project audit and close-out. The District hereby further acknowledges and agrees that, to remain eligible for project approval and potential funding from the Authority, the District must work collaboratively and in cooperation with the Authority through all phases of the Authority's process including, at a minimum, the phases described above, to the satisfaction of the Authority.
5. The District hereby acknowledges and agrees that in order to qualify for any funding from the Authority, the District must comply with M.G.L. c. 70B and 963 CMR 2.00 *et seq.* which require the Authority's collaboration and approval at each step of the school facility grant approval process and further acknowledges and agrees that any actions taken, costs incurred or agreements entered into for the repair, renovation or construction of school facilities without the explicit prior written approval of the Authority shall not be eligible for grant funding.
6. The District hereby certifies, and can demonstrate, that it has expended at least the minimum amount of the District's calculated foundation budget amounts for the purposes of foundation utility and ordinary maintenance expenses and extraordinary maintenance allotment as defined in M.G.L. c. 70, and as required by the provisions of M.G.L. c. 70B, § 8, 963 CMR 2.10(2)(c) & 2.17, and hereby further acknowledges and agrees that the Authority may not approve any project for any school district that fails to meet such minimum maintenance expenditure requirements.
7. The District hereby certifies that the perceived deficiencies, as set forth in the Statement of Interest submitted to the Authority for this Proposed Project, in whole or in part, are not a result of negligence by the District; are not under warranty with material suppliers or installers; are not the subject of, nor could be the subject of, ongoing litigation by the District or, if so, the District has notified the Authority in writing of such ongoing or potential litigation and has provided and will continue to provide the Authority with information about such ongoing or potential litigation to the satisfaction of the Authority in its sole discretion; are not a result of inadequate routine or capital maintenance by the District; are not covered by available insurance proceeds.



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8. The District hereby certifies that, if invited to collaborate with the Authority to conduct a Feasibility Study, it will study and consider all available options for remedying the deficiencies asserted in the Statement of Interest, including, to the extent applicable, regionalization or tuition agreements with adjacent school districts, district assignment policies within the school district, rental or acquisition and any necessary rehabilitation or usage modification of any existing building which could be made available for school use.
9. The District hereby acknowledges and agrees that, before the Authority can grant final approval of a Project, the District must vote to authorize and appropriate the full amount of funding for the Proposed Project that is necessary to meet the total project budget as agreed to by the Authority and as described in 963 CMR 2.10 (10)(c) and shall use any standard formats and language established or developed by the Authority to draft warrant articles, motions, orders, votes, and ballot questions related to the funding for the Proposed or Approved Project. The District shall submit its draft language for warrant articles, motions, orders, votes, and ballot questions to Authority for its review prior to its publication or use.
10. The District hereby acknowledges and agrees that, in connection with a Proposed Project or an Approved Project, it shall use any standard forms; standard formats for local votes and approvals; standard contract documents; and any standard contract language and clauses that may be established or developed by the Authority, and as may be amended by the Authority from time to time.
11. The District hereby acknowledges and agrees that it shall submit to the Authority, and shall comply with the terms of, any certifications, statements, forms, affidavits, and agreements that the Authority may require for a Proposed or Approved Project and that any such certifications, statements, forms, affidavits, and agreements shall be completed, duly executed and submitted in a form and manner prescribed by or otherwise acceptable to the Authority.
12. The District hereby acknowledges and agrees that no Total Facilities Grant, or any portion thereof, shall be disbursed by the Authority for a Proposed Project or an Approved Project until after a Feasibility Study Agreement, where required by the Authority, and a Project Funding Agreement, have been executed by duly authorized representatives of both the District and the Authority.
13. The District hereby certifies that it has provided or will provide the Authority with all Audit Materials requested by the Authority in connection with any Assisted Facility including, but not limited to, Prior Grant Projects, Waiting List Projects, and any other school building projects for which the District has received or will receive funding from the Authority or the Commonwealth. The District hereby further acknowledges

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and agrees that it shall continue to cooperate with the Authority and provide any additional documentation or information that may be requested by the Authority in connection with any Assisted Facility.

14. The District hereby certifies that the school building for which it has submitted a Statement of Interest is not a school building that has been the site of an approved school project pursuant to G.L. c. 70B or chapter 645 of the Acts of 1948 within the ten (10) years prior to the Proposed Project's application date, or, in the alternative, that the Proposed Project would be unrelated to such previously approved project in the same school building. The District acknowledges and agrees that only the Authority, in its sole discretion, can make the determination as to whether a Proposed Project is to be deemed unrelated to a previously approved project in the same school building. Any such determination shall be made in writing by the Authority prior to the execution of this ICC.
15. The District hereby certifies that prior to submitting any part of its Application to the Authority, it has not sold, leased, or otherwise removed from service any schoolhouse operated by the District, or portion thereof, within the last ten (10) years, or that, if it has done so, the Authority has determined in writing, pursuant to M.G.L. c. 70B, § 15(c): (1) that the grant sought by the District is not for the purpose of replacing such schoolhouse, or (2) that the need for the Proposed Project could not have been reasonably anticipated at the time that such schoolhouse was sold, leased, or otherwise removed from service. Further, the District acknowledges and agrees that only the Authority, in its sole discretion, can make the determination as to whether a Proposed or Approved Project replaces a schoolhouse that was sold, leased or otherwise removed from service and whether the need for the Proposed Project could not have been reasonably anticipated at that time. Any such determination shall be made in writing by the Authority prior to the execution of this ICC.
16. The District hereby acknowledges and agrees that, if it sells, leases, or otherwise removes from service an Assisted Facility, or portion thereof, that the Authority may stop making grant payments associated with the Assisted Facility, may recapture the financial assistance that the Assisted Facility has received from the Authority or the Commonwealth, and may decline to approve any future grants for the District.
17. The District hereby acknowledges and agrees that, as part of a Feasibility Study where a new school option is among the options that may be studied, the District shall study potential sites for the Proposed Project and hereby acknowledges and agrees that it shall base its site selection for a Proposed or Approved Project on, among other things, cost and environmental factors, including an awareness of soil conditions and their probable effect on foundation and site development costs, transportation effects, dislocation of site occupants and relationship to other community facilities. The



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District further acknowledges and agrees that if the Authority were to approve a project for the District, (a) the Authority will not pay for any costs associated with acquiring the site or remediating the site, and (b) the District shall comply with the Authority's specifications and requirements for the site, including, but not limited to, any applicable site cost regulations, policies, guidelines and standards, and any cap on site costs that the Authority may establish from time to time.

18. The District hereby acknowledges and agrees that throughout the planning and construction of an Approved Project, if such final approval is received from the Authority, the District shall follow procedures and practices satisfactory to the Authority such as will assure maximum attention to the operating and capital cost effects of program and design decisions, materials and systems selections.
19. The District hereby certifies that it is current on any payments that it may owe to the Authority and does not have any outstanding amounts past due to the Authority.
20. The District hereby certifies that it is unaware of any lawsuit filed in a court of law against the Authority to which the District is a party and further certifies that it is unaware of any other lawsuit filed in a court of law against either the Authority or the District in relation to the District's Statement of Interest, Proposed Project, or Approved Project.
21. The District hereby certifies that it has specifically read the provisions of 963 CMR 2:03 (2)(a)-(q) and certifies that it has met or will meet each of the requirements described therein and further acknowledges and agrees that the District's failure to comply with each requirement, as determined by the Authority, may be grounds for, among other things, denial of a Total Facilities Grant, rescission of a Total Facilities Grant already issued, or the suspension, termination, or recoupment of reimbursement payments made by the Authority to the District.
22. The District hereby acknowledges and agrees that if the District and the Authority execute a Feasibility Study Agreement or Project Funding Agreement, the District shall promptly develop, implement and actively pursue a fraud, waste and abuse detection and prevention program in connection with any Proposed Project or Approved Project and develop written procedures to detect and prevent fraud, waste and abuse.
23. The District hereby certifies that the Eligible Applicant or its designee who will be in charge of the procurement for the Proposed or Approved Project is, or will be prior to the procurement of any services for the Proposed Project, duly certified as a Massachusetts Certified Public Purchasing Official ("MCPPO") for design and



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construction contracting in the MCPPO Program administered by the Inspector General of the Commonwealth of Massachusetts.

24. The District hereby acknowledges and agrees that any Approved Project for the construction of a new facility, or for the addition to or renovation of an existing school facility, for which the District is seeking partial funding from the Authority shall have an anticipated useful life of fifty (50) years as a public school in the District as required by 963 CMR 2.03 (2)(b).
25. The District hereby certifies that it has read and understands the provisions of 963 CMR 2.19 and acknowledges and agrees that if the Authority determines that any false or intentionally misleading information or documentation has been provided to the Authority by or on behalf of the District, either in relation to this Initial Compliance Certification or in support of any effort to influence any action by the Authority, or if the District or its agents do any other act affecting the integrity of the Authority's Program, the Authority may suspend or revoke any and all grant payments approved for the District; may recover any previous payments made to the District; and may prohibit the District from receiving a Total Facilities Grant for a period of time to be determined by the Authority.
26. The District hereby acknowledges and agrees that the Authority shall have free access to, and open communication with, any Owner's Project Manager hired by and/or assigned to the Project by the District and that the Authority shall have full and complete access to all information and documentation relating to the Project to the same extent that the District has such access. The District agrees that it shall require any such Owner's Project Manager to fully cooperate with the Authority in all matters related to the Project; to promptly communicate, transmit, and/or make available for inspection and copying any and all information and documentation requested by the Authority; to fully, accurately and promptly complete all forms and writings requested by the Authority; and to give complete, accurate, and prompt responses to any and all questions, inquiries and requests for information posed by the Authority. The District agrees that it shall not in any way, directly or indirectly, limit, obstruct, censor, hinder or otherwise interfere with the free flow of communication and information between the Owner's Project Manager and the Authority in all matters related to the Project and as provided herein; that it shall not suffer the same to occur by the act or omission of any other person or entity; and that it shall not retaliate against the Owner's Project Manager for communicating information to the Authority as provided herein. The District agrees to execute, deliver and/or communicate to the Owner's Project Manager any and all authorizations, approvals, waivers, agreements, directives, and actions that are necessary to fulfill its obligations under this paragraph. The District further agrees that the Authority shall bear no liability whatsoever arising out of the Authority's knowledge or receipt of information communicated to the Authority by



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the Owner's Project Manager and that the District shall remain responsible for the management and completion of the Project.

27. The District hereby acknowledges and agrees that, if the District wishes to utilize an existing District employee as its Owner's Project Manager pursuant to M.G.L. c. 149, § 44A½, the employee shall meet the minimum requirements established by law and any additional requirements that may be established by the Authority. The District further acknowledges and agrees that it shall complete the application form and certification developed by the Authority before the Authority will consider or approve the use of an existing District employee as an Owner's Project Manager.
28. The District acknowledges and agrees that it shall be solely responsible for the timely and effective communication and distribution of all public information about the Proposed Project to the local community including, but not limited to, elected and appointed officials, boards, committees, commissions, agencies, departments, voters, community and neighborhood organizations, advocacy groups, the media, and the general public. The District shall be solely responsible for the timely identification of, and outreach to, all individuals and entities that may have an interest in the Project or that may be affected by the Project and shall be solely responsible for responding to inquiries about local procedures, financing, budgets, site selection, educational programs, historic preservation issues, voter information, and other project-related information to which the District has access in a timely and effective manner. The District further acknowledges and agrees that the Authority shall not bear any responsibility for developing or maintaining community support for the Proposed Project which shall be the sole responsibility of the District.
29. The District acknowledges and agrees that it shall duly appropriate and authorize the full amount of the funding for a Feasibility Study within the timeframe prescribed by the Authority following the vote of the Authority's Board to invite the District into the Eligibility Period.
30. The District acknowledges and agrees that it shall complete, to the Authority's satisfaction, all applicable Eligibility Period prerequisites established by the Authority before the Board of the Authority will invite the District to collaborate with the Authority on a Feasibility Study and the Authority will execute a Feasibility Study Agreement including, but not limited to, the submission of a School Building Committee membership form to the Authority for acceptance; a summary of the District's funding capacity; a summary of the District's existing maintenance practices; a duly executed Design Enrollment Certification for the Proposed Project; a certified copy of the vote authorizing District to enter into and be bound by terms of the Feasibility Study Agreement, where applicable; certified copies of all local funding votes to authorize and appropriate funding for the Feasibility Study for the



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Proposed Project; and a duly executed Feasibility Study Agreement and Legal Counsel Certification, all in the form and manner required by the Authority.

31. The District acknowledges and agrees that it shall complete, to the Authority's satisfaction, all prerequisites established by the Authority before the Board of the Authority will approve a Proposed Project and authorize the Authority to execute a Project Scope and Budget Agreement and/or Project Funding Agreement with the District, including, but not limited to, the submission of a detailed breakdown of total project budget; a detailed project scope description; a duly executed Reimbursement Rate Certification; a project schedule through completion; an estimated project cash flow through completion; project site information; a furnishings, fixtures, and equipment list; a certified copy of the vote authorizing District to enter into and be bound by terms of Project Scope and Budget Agreement and/or Project Funding Agreement, where applicable; certified copies of all local funding votes to authorize and appropriate funding for the Proposed Project; no-action letters from Regional School District member communities, where applicable; and a duly executed Project Scope and Budget Agreement Legal Counsel Certification, in the form and manner required by the Authority.
32. The District acknowledges and agrees that, if the Authority and the District execute a Feasibility Study Agreement, the District shall complete the Feasibility Study to the Authority's satisfaction within one year after the date that the Feasibility Study Agreement is executed.
33. The District acknowledges and agrees that it shall duly execute a Reimbursement Rate Certification which shall be attached to the Project Scope and Budget Agreement ("PSBA") and Project Funding Agreement ("PFA") before either of them, if any, is executed by the Authority. The District further acknowledges and agrees that the Reimbursement Rate Certification attached to the PSBA and PFA, if any, includes any incentive reimbursement points that may be approved by the Authority's Board for an Approved Project and that such incentive reimbursement points are awarded provisionally and must be earned by the District in accordance with the Authority's requirements. In the event that a District fails to meet the Authority's requirements for earning incentive points that have been provisionally awarded by the Authority's Board, the District acknowledges and agrees that the Authority shall adjust the reimbursement rate and Total Facilities Grant accordingly.
34. The District specifically agrees to the provisions of M.G.L. c. 70B, § 9(a)
35. The District acknowledges and agrees that it shall be subject to the Authority's regulations, policies, procedures, standards and guidelines throughout the Proposed or Approved Project, as they may be amended from time to time.



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Executive Director / Deputy CEO

36. The District certifies that it has exercised due diligence in ascertaining and certifying the truth, completeness, and accuracy of each of the statements, acknowledgements, certifications, agreements and representations contained in this Initial Compliance Certification

37. The District hereby acknowledges and agrees that the Authority reserves the right to modify and supplement the Initial Compliance Certification form at any time and may require the District to complete a revised Initial Compliance Certification.

By signing this Initial Compliance Certification, I hereby certify that I have read and understand the terms of this Initial Compliance Certification and further certify on behalf of the Eligible Applicant that each of the above statements is true, complete and accurate.

By:
Title: Chief Executive Officer
Date:

By signing this Initial Compliance Certification, I hereby certify that I have read and understand the terms of this Initial Compliance Certification and further certify on behalf of the Eligible Applicant that each of the above statements is true, complete and accurate.

By:
Title: Superintendent of Schools
Date:

By signing this Initial Compliance Certification, I hereby certify that I have read and understand the terms of this Initial Compliance Certification and further certify on behalf of the Eligible Applicant that each of the above statements is true, complete and accurate.

By:
Title: Chair of the School Committee
Date:



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

15 March 2016

To: School Committee

Subj: UPDATE ON BEAL SCHOOL BUILDING COMMITTEE FORMATION

Background

The Massachusetts School Building Authority [MSBA] is scheduled on March 30th to vote to start the Eligibility Period for the Beal School Project. Once that occurs, Shrewsbury will have up to 60 days to submit a final Building Committee roster to the MSBA for their approval. The composition of the Building Committee must meet state law, MSBA regulations, and adhere to our local by-laws.

The creation of the Building Committee [without specific persons named] is scheduled for vote at the April 13th Special Town Meeting under Article 2.

Building Committee Composition Status

Mr. Morgado sent the attached memo to the Board of Selectmen and they discussed it briefly at their March 8th meeting. As you can see there are four models under consideration; two seven-member models and two nine-member models. It is anticipated that the Board of Selectmen will discuss this topic further and likely vote a specific model at their March 22nd meeting. If that occurs, we can update the School Committee at your March 23rd meeting.

Recommendation

Provided that Article 2 is approved, it is recommended that the School Committee be prepared to nominate a School Committee Representative to the Beal Building Committee at your April 30th meeting.



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

March 2, 2016

To: Board of Selectmen

From: Daniel J. Morgado

Re: Makeup of Beal Building Committee
Scope of Work for the Building Committee

The Board asked that I outline the membership and scope of the proposed building committee to be authorized at the April 13, 2016, Special Town Meeting.

Makeup of the Building Committee

The Massachusetts School Building Authority (MSBA) has very specific requirements concerning the makeup of the building committee and I have attached the pertinent regulations and the sample form that must be submitted. The MSBA reserve the right to approve or disapprove building committee members.

The minimum size of the building committee in order to meet all minimum constituencies and qualifiers is (7) and I suggest the maximum be no more than (9). I also show below an alternate (7) and (9) member committee structure that incorporates the Asst Superintendent for Finance & Operations.

Designation	Position	(7) Member	(7) Member (Alternate)	(9) Member	(9) Member (Alternate)
Chief Executive Officer	Member designated by Brd of Selectmen	1	1	1	1
Member Certified MCPPO	Town Manager or Supt of Public Bldgs & Grnds				
Manager	Town Manager	1	1	1	1
School Committee	Member designated by School Committee	1	1	1	1
Superintendent of Schools	Superintendent of Schools	1	1	1	1
Local Official-Building Maintenance	Supt of Public Bldgs & Grounds	1	1	1	1
Representative Authorized to Build	Town Manager				
School Principal	Principal designated by Superintendent	1	1	1	1
Member with Education Knowledge	Principal designated by Superintendent				
Member with Education Knowledge	Asst Supt for Finance & Operations		1		1
Local Budget Official	Town Manager as CFO				
Member(s) of Community	Appointed by Board of Selectmen	1		3	2
		7	7	9	9

Scope of Work

The Beal Project is unlike any other project we have done recently since the project is about more than just replacing the Beal Early Childhood Center. I see this project as the vehicle to in effect update the K-12 Facilities Study that was completed back in 1997. The 1997 facilities study set the stage for the creation of the necessary seats to accommodate 6,000± children.

I find that the Town is well prepared, be it at or just above design capacities, for the next twenty year period at all grades above grade 5. Both Sherwood and Oak Middle Schools will have student populations ranging from 900 to 1,000 students each. The High School will have populations ranging from 1,750 to 1,850 students. I envision class sizes to ebb and flow in the 450 students per class range for the foreseeable future.

The issue is how to handle the Pre-K to Grade 4 population.

I envision the building committee having two roles:

1. The oversight role typically associated with the building of a single building in accordance with all applicable regulations and best practices much like the approach taken at the Sherwood Middle School
2. Acting as the conduit and the catalyst to study the broad policy questions of:
 - a. Where will be the building be located once the size and functionality (K only or K-4) of the new building is determined?
 - b. What will be the Pre-K to Grade 4 grade configurations at each of the elementary facilities? Does the system remain early childhood and then grades 1-4 or do each of the elementary schools go with K-4 with only pre-K clustered at one or two facilities?
 - c. What is the future for full day K?
 - d. How will redistricting be handled since the Floral District is now too big?

While the questions covered under #2 above are policy questions to be resolved by the School Committee and others, this project can serve to focus these discussions.

Please advise with any questions.

Please note that this is an unofficial version of the Massachusetts School Building Authority's Regulations, 963 CMR 2.00, and is intended for informational purposes only.

(b) Any Eligible Applicant seeking funding from the Authority which has, prior to submitting any part of an Application to the Authority, sold, leased or otherwise removed from service any schoolhouse operated by said Eligible Applicant shall be eligible for such grant only if the Authority determines that the grant is not for the purpose of replacing a schoolhouse sold, leased, or otherwise removed from service in the past ten years or that the need for the Proposed Project covered by the grant could not have reasonably been anticipated at the time that such schoolhouse was sold, leased, or otherwise removed from service pursuant to M.G.L. c. 70B, § 15 (c).

(c) Pursuant to M.G.L. c. 70B, § 8, the Authority shall not approve any Proposed Project for any school district that fails to spend in the year preceding the year of application at least 50% of the sum of said school district's calculated foundation budget amounts for the purposes of foundation utility and ordinary maintenance expenses, and extraordinary maintenance allotment as defined in M.G.L. c.70, for said purposes. From Fiscal Year 1999 forward, no school district shall be given approval for a Proposed Project nor receive any funding from the Authority unless said district has spent at least 50% of the sum of said district's calculated foundation budget amounts in each of the Fiscal Years including and succeeding Fiscal Year 1999.

(3) School Building Committee.

(a) The Eligible Applicant shall formulate a school building committee for the purpose of generally monitoring the Application process and to advise the Eligible Applicant during the construction of an Approved Project.

(b) The school building committee shall be formed in accordance with the provisions of the Eligible Applicant's local charter and/or by-laws and it is recommended that the city, town, regional school district, or independent agricultural and technical school make a reasonable effort to include one or more of the following individuals: the local chief executive officer of the Eligible Applicant, or, in the case of a town whose local chief executive officer is a multi-party body, said body may elect one of its members to serve on the school building committee; the town administrator, town manager, or city manager, where applicable; at least one member of the school committee, as required by M.G.L. c. 71, § 68; the superintendent of schools; the local official responsible for building maintenance; a representative of the office or body authorized by law to construct school buildings in that city, town or regional school district, or for that independent agricultural and technical school; the school principal from the subject school; a member who has knowledge of the educational mission and function of the facility; a local budget official or member of the local finance committee; members of the community with architecture, engineering and/or construction experience to provide advice relative to the effect of the Proposed Project on the community and to examine building design and construction in terms of its constructability.

(c) The Authority may hold "best practices" information sessions at varying geographic locations in the Commonwealth for the purposes of keeping school building committees up to date on regulatory and policy activities of the Authority.

Please note that this is an unofficial version of the Massachusetts School Building Authority's Regulations, 963 CMR 2.00, and is intended for informational purposes only.

(d) The Eligible Applicant shall submit to the Authority for its approval, a written statement describing the composition of the school building committee and the role of the school building committee in monitoring the Application process and advising the Eligible Applicant during the construction of the Approved Project. The written statement shall be in a format prescribed by the Authority.

(e) The Authority shall approve the composition and role of the school building committee which approval shall not be unreasonably withheld. The Authority's approval will be based on several factors, including, but not limited to:

1. past performance of the school building committee, the building committee, whether temporary or permanent, or any other committee responsible for the oversight, management, or administration of the construction of public buildings, the composition of the school building committee and qualifications of its individual members, the powers and duties of the school building committee; and the school building committee's procedures for conducting its meetings; and
2. the extent to which there is representation of the municipal government, school district personnel with management, educational and maintenance expertise, and representation of members of the local community with design and construction experience. After the approval of the school building committee by the Authority, if any, the Eligible Applicant shall notify the Authority in writing within 20 calendar days of any changes to the membership or the duties of said committee. The Eligible Applicant shall make a reasonable effort to ensure the continuity of membership of the school building committee throughout the life of an Approved Project.

(f) The Eligible Applicant shall not delegate their fiduciary responsibilities to the School Building Committee.

(4) Design and Educational Program and Budget Statement for Educational Objectives.

(a) If the Authority determines that the Proposed Project has been deemed to merit further consideration, the Authority may require that an Eligible Applicant submit, in the format prescribed by the Authority, a Design and Educational Program, and a Budget Statement for Educational Objectives. The Eligible Applicant shall outline the specific educational program goals for a Proposed Project and how the Eligible Applicant proposes to align those goals with the operating budget for the District and Proposed Project.

(b) The following spaces shall be categorically ineligible for Authority funding: swimming pools, skating rinks, field houses (only to the same extent as gymnasias), district administrative office space, indoor tennis courts, and other spaces which may be determined ineligible by the Authority.

(c) The Design and Educational Program shall be subject to the approval of the Authority. The Authority may provide, when in the discretion of the Authority it is necessary, technical assistance to the Eligible Applicant with the development of Design and Educational Program elements. The Authority shall review the Budget Statement for Educational Objectives in the context of the Design and Educational Program, and the Authority may

[PLEASE PRINT ON CITY, TOWN, OR DISTRICT LETTERHEAD]

Date

Ms. Diane Sullivan
 Senior Capital Project Manager
 Massachusetts School Building Authority
 40 Broad Street
 Suite 500
 Boston, Massachusetts 02109

Dear Ms. Sullivan:

In accordance with 963 CMR 2.00, attached for your review and approval is the membership of the School Building Committee for the (Name of School) located in the (City, Town or Regional School District). The Committee was formed in accordance with the provisions of all applicable statutes, local charters, by-laws and agreements of (City, Town or Regional School District). Committee Members include the following:

(Please provide name, title, address and phone number of each member. Also, please indicate whether the member has voting power. Some categories may have more than one name. All members must be included)

Designation	Name and Title	Address	Phone Number	Voting Member?
SBC member who is MCPPO certified				
Local Chief Executive Officer				
Administrator or Manager*				
School Committee Member (minimum of one)				
Superintendent of Schools				
Local Official responsible for Building Maintenance				
Representative of Office authorized by law to construct school buildings				
School Principal				
Member knowledgeable in educational mission and function of facility				
Local budget official or member of local finance Committee				
Members of community				

