

Massachusetts School Building Authority

Next Steps to Finalize Submission of your FY 2021 Statement of Interest

Thank you for submitting your FY 2021 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to mail all required supporting documentation, which is described below.

VOTES: Each SOI must be submitted with the proper vote documentation. This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
 - For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
 - Regional School Districts do not need to submit a vote of the municipal body.
 - For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3: If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.
- If a District selects Priority #3, Prevention of a loss of accreditation, the SOI will not be considered complete unless and until a summary of the accreditation report focused on the deficiency as stated in this SOI is provided.

ADDITIONAL INFORMATION: In addition to the information required above, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact the MSBA at 617-720-4466 or SOI@massschoolbuildings.org.

Massachusetts School Building Authority

School District Hamilton-Wenham

District Contact Thomas Geary TEL: (978) 767-0670

Name of School Bessie Buker Elementary

Submission Date 5/28/2021

SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- After the district completes and submits this SOI electronically, the district must mail hard copies of the required documentation described under the "Vote" tab, on or before the deadline.
- The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- Prior to the submission of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation in a format acceptable to the MSBA. If Priority 1 is selected, your SOI will not be considered complete unless and until you provide the required engineering (or other) report, a professional opinion regarding the problem, and photographs of the problematic area or system. If Priority 3 is selected, your SOI will not be considered complete unless and until you provide a summary of the accreditation report focused on the deficiency as stated in this SOI.

**LOCAL CHIEF EXECUTIVE OFFICER/DISTRICT SUPERINTENDENT/SCHOOL COMMITTEE CHAIR
(E.g., Mayor, Town Manager, Board of Selectmen)**

Chief Executive Officer * School Committee Chair Superintendent of Schools

(signature)	(signature)	(signature)
Date	Date	Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice.

Massachusetts School Building Authority

School District Hamilton-Wenham

District Contact Thomas Geary TEL: (978) 767-0670

Name of School Bessie Buker Elementary

Submission Date 5/28/2021

Note

The following Priorities have been included in the Statement of Interest:

1. Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. Elimination of existing severe overcrowding.
3. Prevention of the loss of accreditation.
4. Prevention of severe overcrowding expected to result from increased enrollments.
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.
6. Short term enrollment growth.
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.
8. Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

SOI Vote Requirement

I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

SOI Program: Core
Potential Project Scope: Renovation\ Addition
Is this a Potential Consolidation? No

Is this SOI the District Priority SOI? No

School name of the District Priority SOI: Cutler School

Is this part of a larger facilities plan? Yes

If "YES", please provide the following:

Facilities Plan Date: 1/1/2001

Planning Firm: SMMA Architects

Please provide a brief summary of the plan including its goals and how the school facility that is the subject of this SOI fits into that plan:

The Hamilton-Wenham District Master Plan was completed in June of 2014. The Master Plan had the following goals:

1. Facilitate a visioning process, involving a broad range of community and District stakeholders to identify educational and community goals for the district with a focus on transformation of the HWRSD school system so as to promote the 21st Century learner.
2. Review a number of narrowly-defined facilities reports developed in the last 5 years regarding the state of the District's facilities as well as work conducted by the District for repairs and or replacement of certain building components.
3. Perform a Demographic Study to understand the population changes experienced already, as well as those anticipated over the next ten years.
4. Review the role and ramifications of School Choice on the population and needed facilities.
5. Develop a comprehensive Master Plan with options for incorporating Goals identified through the Visioning process with demographics, School Choice and existing buildings. The consolidation of the Cutler and Winthrop Elementary Schools was presented as one option for modernizing the school facilities of the HWRSD in the Facilities Master Plan. This consolidation would maximize the efficiencies a single school of approximately 600 students would have over two separate schools and would spare the communities from having to extensively renovate two separate buildings.

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 11 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 1 students per teacher

Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? Yes

If "YES", please provide the author and date of the District's Master Educational Plan.

SMMA Architects, June 4, 2014 *Should be noted that the District has included the task of updating the Educational Plan in their FY21 budget request.

Is there overcrowding at the school facility? No

If "YES", please describe in detail, including specific examples of the overcrowding.

Has the district had any recent teacher layoffs or reductions? Yes

If "YES", how many teaching positions were affected? 5

At which schools in the district? HWRHS

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).

5.0 FTE of teaching positions were eliminated at Hamilton-Wenham Regional High School for the 2017-2018 school year. These FTEs were primarily made up of part time positions at the school in all various areas (English, Social Studies, Language, PE).

Has the district had any recent staff layoffs or reductions? No

If "YES", how many staff positions were affected? 0

At which schools in the district?

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

N/A

Please provide a description of the local budget approval process for a potential capital project with the MSBA. Include schedule information (i.e. Town Meeting dates, city council/town council meetings dates, regional school committee meeting dates). Provide, if applicable, the District’s most recent budget approval process that resulted in a budget reduction and the impact of the reduction to the school district (staff reductions, discontinued programs, consolidation of facilities).

The Capital Budget is formulated by using a ten year outlook of capital needs for the District. This process is done in collaboration with the Superintendent of Schools, the Assistant Superintendent of Finance and Administration, District Leadership Team, and the School Committee's Capital Finance Sub-Committee. Through the Capital Finance Sub-Committee, the School Committee, the School Committee votes a final budget in mid- February. This budget is then sent to Annual Town Meeting for approval. Annual Town Meeting is usually held in early April in both Hamilton and Wenham. After warrants are finalized at Town Meeting it is then sent to the voters for ballot.

General Description

BRIEF BUILDING HISTORY: Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The Buker Elementary School is a 44,700 sf masonry building constructed in 1953 with an addition in 1955 and 1989. The school is located on 7.13 acres, adjacent to the Center Building which houses the district offices. The school serves approximately 257 students in grades K-5.

TOTAL BUILDING SQUARE FOOTAGE: Please provide the original building square footage PLUS the square footage of any additions.

44700

SITE DESCRIPTION: Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

Buker Elementary School is located in Wenham, MA on School St., in a relatively thickly settled residential neighborhood. The school site is approximately 7.13 acres. The main entrance is located off the field instead of near the parking area/visitors parking. A potential challenge to the site is the total available size and impact on required zoning setbacks.

ADDRESS OF FACILITY: Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

1 School St. Wenham, MA 01984

BUILDING ENVELOPE: Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The brick and mortar construction appears to be in good condition, with precast concrete sills and windows being in fair condition. Doors appear to be in need of replacement in the near future with insulated FRP or similar.

Has there been a Major Repair or Replacement of the EXTERIOR WALLS? NO

Year of Last Major Repair or Replacement:(YYYY) 1989

Description of Last Major Repair or Replacement:

Addition to building in 1989.

Roof Section A

Is the District seeking replacement of the Roof Section? YES

Area of Section (square feet) 40000

Type of ROOF (e.g., PVC, EPDM, Shingle, Slate, Tar & Gravel, Other (please describe))

Shingle roof is in fair to poor condition depending on area. Shingle roofs are in need of replacement in specific sections. Flat EPDM sections are in need of replacement.

Age of Section (number of years since the Roof was installed or replaced) 30

Description of repairs, if applicable, in the last three years. Include year of repair:

Spot repairs based on reports of leaks.

Window Section A

Is the District seeking replacement of the Windows Section? NO

Windows in Section (count) 60

Type of WINDOWS (e.g., Single Pane, Double Pane, Other (please describe))

Double paned, double hung

Age of Section (number of years since the Windows were installed or replaced) 30

Description of repairs, if applicable, in the last three years. Include year of repair:

Blances as needed, shades as needed. Most recent 2019

MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).

In 2014, the building's two original boilers, as well as the boiler in the 1965 addition, were replaced by two high-efficiency condensing natural gas boilers. This project did not address the remainder of the building's HVAC system, which remain original to the building. 1. The heating system is comprised of a hydronic loop feeding perimeter unit ventilators, heating coils, radiation and unit heaters. 2. Classrooms are served by heating only unit ventilators. Miscellaneous spaces are served by unit heaters, radiators and convectors. The unit ventilators appear in good condition. Most hydronic valves in the classrooms do not show signs of leakage and corrosion. MPR has rooftop HVAC unit.

1. The buildings electrical service is rated 600 Ampere, 208Y/120 volt, three phase, four wire and is provided by pole mounted utility company transformers located in the parking area near the cafeteria. 2. Based upon a usable square footage of 34,800 sf the total watts per square foot available are 6.2. This total is below the industry standard for an Elementary school which if designed today would have no less than 10 watts per sq. foot available to accommodate lighting, power, mechanical and miscellaneous loads. 3. The electrical distribution equipment installed throughout the building varies by Manufacture and renovation date. Some would appear to date back to original building construction.

The existing fire alarm system within the building is manufactured by Notifier, 600 series. It is a sixteen (16) zone non-addressable system and appears to contain three spare zones. It should be noted that the system does not contain provisions for voice evacuation which is a requirement for new schools. The system is past its useful life expectancy and should be replaced.

The building does not contain an access control system. All locks in the building are key locks. There are no electric locks.

A 2" domestic water service enters the building below grade at the floor of the basement level. There is an existing 2" water meter that is in good condition. Natural Gas serves the building through a single outdoor meter located adjacent to the gymnasium. The existing drinking fountains are outdated, and do not meet current ADA codes.

Boiler Section 1

Is the District seeking replacement of the Boiler? NO

Is there more than one boiler room in the School? NO

What percentage of the School is heated by the Boiler? 100

Type of heating fuel (e.g., Heating Oil, Natural Gas, Propane, Other)

Natural Gas

Age of Boiler (number of years since the Boiler was installed or replaced) 7

Description of repairs, if applicable, in the last three years. Include year of repair:

N/A

Has there been a Major Repair or Replacement of the HVAC SYSTEM? NO

Year of Last Major Repair or Replacement:(YYYY) 2014

Description of Last Major Repair or Replacement:

Boiler replacement project

Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? NO

Year of Last Major Repair or Replacement:(YYYY) 1989

Description of Last Major Repair or Replacement:

Building addition. Some infrastructure remains original to building.

BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).

Interior walls are constructed of 4” cinder block with 4”x4” glazed tile wainscot at the corridor of the original building and 12” glazed tile wainscot at the additions. Painted cinder block walls at the classroom are in good to fair condition. Some wall areas around sinks in classrooms are in need of repair due to repeated wetting; all walls could use a coat of paint. There are wood framed openings for large wired glass openings and wood door transom and sidelites. There are also borrowed lites high between the corridor and classroom. Some are original to the building and in very good condition. A code analysis should confirm whether these opening protectives are adequate or need to be updated to meet current code. The music room has acoustical panels glued to the walls. Toilet rooms have 4”x4” glazed tile wainscot with painted cinder block above.

Most classroom and corridor spaces have 12”x12” glued-on perforated acoustical ceiling tile in fair condition. It is apparent that tiles are loose/warped and stained were noted throughout the building (Image 15). The roof leaks should be permanently address and these ceiling systems should be replaced. Some rooms, including the cafeteria, have suspended acoustical ceiling tile and grid in good to fair condition.

Each classroom has plastic laminate counters with sink and cabinets in fair condition. Some older natural-finished cabinets are worn at the base, and finish should be renewed. Markerboards are in good condition. Open wood cubbies are located on corridor walls and are in good condition. Kitchen equipment appears to be well maintained however some is in worn condition and may warrant replacement.

Although an accessible route has been provided from designated HC parking spaces into the building, the main entrance and other entrances are not accessible, due to several stair risers at each doorway. Although some attempts have been made to make toilet rooms accessible, there are some toilets that are not. Accommodation should be provided throughout the building. Knob hardware should be replaced with level style hardware, especially at universal locations such as the nurse’s office and administrative spaces.

The location of the main entrance to the school faces the park, rather than the parking lot. This presents a security concern as visitors arrive, they attempt to enter the closest doors facing the parking area. The school is equipped with a video and security access system for the front entry. It is recommended that any renovation project should consider the layout and location of the administration area in relation to the parking area.

PROGRAMS and OPERATIONS: Please provide a detailed description of the current grade structure and programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

The Buker Elementary School has a current population of approximately 254 students, grades from Kindergarten to Grade 5. There is inadequate small group instruction space, limiting the delivery of specialized therapies and services.

EDUCATIONAL SPACES: Please provide a detailed description of the Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, a description of the cafeteria, gym and/or auditorium and a description of the media center/library (maximum of 5000 characters).

Typical classrooms are generally adequate in size ranging from 900-1000 sf. There appears to be adequate space for supporting subject areas: art, music,, while other support areas are short on space and cramped. These include: main office, teacher work room, toilet rooms etc. The library and technology lab, when combined, are undersized, as is the gymnasium.

CAPACITY and UTILIZATION: Please provide the original design capacity and a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

Gr 1- 2 rooms ; Gr 2 - 2 rooms ; Gr 3 - 2 rooms; Gr 4 - 2 rooms ; Gr 5 - 2 rooms. Special education services are provided in 5 spaces throughout the building. Music is held on the stage. Gymnasium is used for physical education. Art instruction has dedicated space.

MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

The Hamilton-Wenham Regional School District currently provides adequate annual maintenance on all school facilities. The District employs a full-time Director of Maintenance Facilities and Operations, who works with the Superintendent of Schools and the Assistant Superintendent for Administration and Finance to develop and implement an annual preventative maintenance program. Additionally, the Director of Maintenance Facilities and Operations works in conjunction with building principals to address any unforeseen but necessary repairs. Both preventative and emergent maintenance work is coordinated through the use of the "School Dude" work order system. The District employs a team of three full-time maintenance workers to complete maintenance assignments as they are identified through the work-order system.

Over the past 9 years, the Hamilton-Wenham Regional School District has completed several large-scale repair projects to school facilities: Year Project School Cost 2011 HVAC System Cutler \$1,349,000 2014 Roof Winthrop \$587,000 2014 Roof Cutler \$546,000 2015 HVAC System Buker \$579,000 2015 HVAC System and Exterior Walls Winthrop \$1,959,000 Fire Suppression and Fire Alarm Upgrades Winthrop

All of these projects were financed through debt exclusions that were approved by the Towns of Hamilton and Wenham.

The Cutler HVAC (2011), Cutler Roof (2014), Buker HVAC (2015), and Winthrop HVAC and Exterior Walls (2015) were all part of the MSBA's Accelerated Repair Program.

Priority 7

Question 1: Please provide a detailed description of the programs not currently available due to facility constraints, the state or local requirement for such programs, and the facility limitations precluding the programs from being offered.

The Buker Elementary School was built nearly 70 years ago. In the intervening time, our model for education has undergone a dramatic change. The Buker School was designed to support an educational model where teacher-led instruction was the expected modality, and special education services were extremely limited. As a result, the school is almost entirely made up of general- purpose classrooms. In order to provide spaces that support our current educational model, such as cooperative learning, and project-based instruction, spaces have been repurposed and, in some cases, temporarily subdivided in order to provide spaces that can at best be labeled “adequate.” Additionally, the school’s library media space is severely undersized and does not support the full range of programming the district offers.. The ability to house a student or staff member with mobility issues is not feasible due to accessibility throughout the facility. The limitations of the Buker School building will only become more glaring as our model of education continues to evolve to a more student- centered model. The ability to house a student or staff member with mobility issues is not feasible due to accessibility throughout the facility.

Priority 7

Question 2: Please describe the measures the district has taken or is planning to take in the immediate future to mitigate the problem(s) described above.

The Hamilton-Wenham Regional School District will continue to plan through the budgeting process for capital improvements necessary to keep the Buker Elementary School functioning and operating. We as a District will continue to shift programming to other facilities that have better accessibility for those that have mobility issues. As we examine our school district through extensive planning, we will look to consolidate programming for specialized services into one modern elementary facility.

Priority 7

Question 3: Please provide a detailed explanation of the impact of the problem described in this priority on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

The Mission of the Hamilton-Wenham Regional School District is to "Educate our students to become young adults who demonstrate mastery of the knowledge and skills needed to be successful members of our global economy and engaged citizens of the 21st Century." As we strive to prepare all students to be "future-ready," we are constantly hindered by a facility that was designed and built 60 years ago. The educational program of today and the future requires programs that develop students' abilities to work cooperatively, using a myriad of technologies, in a setting where students can be fully integrated with their peers. School facilities need to be flexible to allow for multiple forms of teaching and learning. While the Buker School has received several improvements to its physical systems in past years, the original 1950's design of the school does not meet the standards for education required in 2020. The facilities of the Buker School prevent the district from delivering optimal services to other students who exhibit learning challenges. While inclusion is our primary method for delivering Special Education Services, there is still a need to deliver pullout services. The lack of dedicated spaces for small group instruction means that pullout services for special education students are delivered in larger classrooms that have been subdivided with temporary partitions. The design of the Buker School also presents challenges to maintaining the safety and health of students and staff. The school's main entrance opens directly to the school's corridors, granting full access to the facility. Visitors to the building are screened by a camera and buzzer system that is monitored by the principal's secretary in the school's main office, but once they gain entry to the building, visitors can easily bypass the main office and directly access all areas of the school building. The school nurse's office is also undersized and can only be accessed through a space that is currently used as a teacher workspace. Students who enter the nurse's office cannot be afforded an adequate level of privacy and must also contend with the noise from the teacher's copy machine. The nursing office lacks areas where contagious students can be contained.

Vote

REQUIRED FORM OF VOTE TO SUBMIT AN SOI

REQUIRED VOTES

If the SOI is being submitted by a City or Town, a vote in the following form is required from both the City Council/Board of Aldermen **OR** the Board of Selectmen/equivalent governing body **AND** the School Committee.

If the SOI is being submitted by a regional school district, a vote in the following form is required from the Regional School Committee only. FORM OF VOTE Please use the text below to prepare your City's, Town's or District's required vote(s).

FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on _____, prior to the closing date, the _____

[City Council/Board of Aldermen, Board of Selectmen/Equivalent Governing Body/School Committee] of _____ *[City/Town]*, 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 _____ for the

_____ *[Name of School]* located at

_____ *[Address]* which

describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future

_____ ; *[Insert a description of the priority(s) checked off on*

the Statement of Interest Form and a brief description of the deficiency described therein for each priority]; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, 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 City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

Chief Executive Officer * School Committee Chair Superintendent of Schools

_____	_____	_____
(signature)	(signature)	(signature)
Date	Date	Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice.