

District: City of Fitchburg  
School Name: Crocker Elementary School  
Recommended Category: Eligibility Period (Re-categorization from Feasibility Study)  
Date: June 19, 2019

## **Recommendation**

That the Board of Directors (the “Board”) vote to re-categorize the Statement of Interest for the Crocker Elementary School in the City of Fitchburg (the “City”) from the Invitation to Feasibility Study category to the Eligibility Period category.

## **Discussion**

Subsequent to the Board’s vote of April 10, 2018 to authorize the City to proceed into Feasibility Study, the City requested that the MSBA re-evaluate the agreed-upon enrollment, which was originally established during Eligibility Period and certified in February 2018. The City informed the MSBA that its request is based upon the City’s district-wide reorganization of grades K-8 and its belief that the challenges the City is having are related to overall enrollment growth.

As it relates to the Eligibility Period requirements, the following must be updated within 270 days from June 26, 2019 in order to support the Feasibility Study scope, which was requested by the City:

- The updates on new housing development in the City, including the status of proposed and approved development;
- The City’s class size policies;
- The marked-up floor plans of the elementary and middle schools that are expected to remain in service. The plans should indicate how those areas are currently being utilized and how they may be re-programmed once a potential project comes on-line (i.e. current and proposed room usage information); and
- An updated Study Enrollment Certification executed by the City.

It is the MSBA’s expectation that the District can complete the items noted above without the assistance of its consultants. Please note that any consultant costs incurred during Eligibility Period will not be eligible for reimbursement.

Based upon the MSBA’s understanding of the project and its conversations with the City, the potential schedule for re-entering Feasibility Study and continuing the study may be as follows:

- Re-invitation to Feasibility Study – August 28, 2019

Upon agreement with the City regarding enrollment, MSBA staff will prepare an amendment to the current Feasibility Study Agreement to reflect the updated scope requested by the City. Additionally, and upon successful completion of the activities outlined above, MSBA staff anticipates recommending a second Feasibility Study Invitation for the City to return to Feasibility Study at a future MSBA Board meeting in 2019.

Based upon the review above, MSBA staff recommends that the Board vote to re-categorize the Statement of Interest for the Crocker Elementary School in the City of Fitchburg from the Invitation to Feasibility Study category to the Eligibility Period category to reestablish a mutually agreed upon enrollment between the City of Fitchburg and the MSBA.