

ARLINGTON FINANCE COMMITTEE
MINUTES OF MEETING
7:30PM O'NEIL ROOM COMMUNITY SAFETY BUILDING
2/15/12

ATTENDEES:

Bayer*	Padaria*	Jenkins*	White*	McKenna*
DeCoursey*	Connors	Simmons	Gibian*	
Tosti*	Foskett*	Deyst*	Ronan	
Ferrara*	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	Fanning*	Carman*	Turkall*

* Indicates present

VISITORS: Minuteman Technical High School (MM Tech) Superintendent Edward Bouquillon, MM Tech Business Manager Camie Lamica, Arlington Member MM Tech School Committee Laura Morrissette, Selectman Dan Dunn, ACMI Video Camera

MINUTES: The minutes of 2/8 were accepted as corrected. Unanimous.

SPECIAL TOWN MEETING MM TECH BUDGET REVISION: Bouquillon described the emergency work required by the Lexington Fire Chief. The work was completed under bidding rules in time to open school on schedule. The Trades Hall, originally a large open space, had been filled in with temporary wooden partition walls. Some supported 2nd & 3d stories which had been built by students as practice projects. These were entirely replaced with steel studs and fire retardant surfaces. Arlington's assessment is \$128k. The Manager suggested at the 2/8 mtg using part of the supplemental local aid received this year. The MSBA would not contribute because this is probably a temporary repair.

BUILDING PROGRAM: Bouquillon reviewed the MM Tech building. The immediate request is for a feasibility study. All 16 member towns must approve the building bond. Non-member towns are not obligated. The MSBA match will be 40% minimum but could be over 50% if various incentives are included. In 2010 Arlington Town Meeting requested MM Tech accomplish 6 conditions before it would consider funding the renovation. Bouquillon, using his Jan 4 letter (Ref 2), reviewed the progress made on these conditions. Almost all have been accomplished. Bouquillon walked the FinCom through an expanded MSBA time line (Ref 1) identifying tasks accomplished. NESDEC provided an enrollment projection and the MSBA certified 800 students for the renovation design. A draft of an educational strategic plan has been written and is under review. A building committee has been formed. Tony Lionetta will represent Arlington. The Regional Task Force, however, was not able to reach agreement on capital cost apportionment. Bouquillon reviewed the changes proposed. He is working w/ the 16 Town Managers & our legislators. Dunn questioned the credibility of the NESDEC projections using Ref 4.

ART 45 MM TECH ANNUAL APPROPRIATION: Bouquillon, using Ref 3, requested \$3,022,146, a 28.6% increase. This is mostly caused by a 22% increase in students from Arlington. The proposed budget increased 6.8%. The non-member enrollment is up 10%. The cost per regular student is \$17,202.

COMMITTEE: Next mtg 2/22. A hearing schedule was provided. Another draft Warrant was provided. The Special Town Meeting pages are incomplete.

Tosti asked SubComs to send the budgets as voted to Comptroller, Town Manager, Al Jones.

RESERVE FUND BALANCE: \$620,000

Peter Howard 2/18/12 Revised 2/22/12

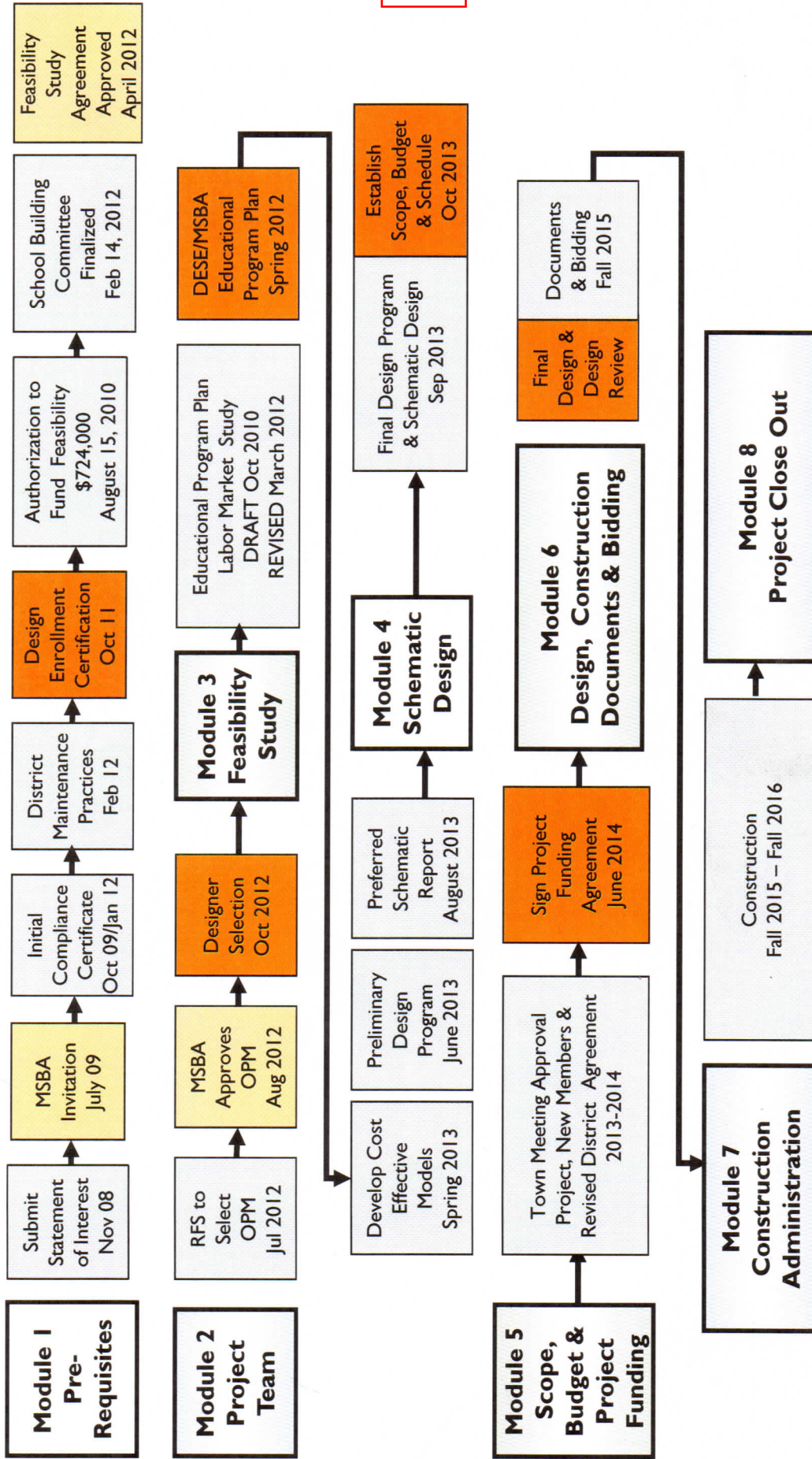
cc FinCom Members, Town Web Site, Robbins Library
Ref 1 MSBA & MMRSD Project Time Line.
Ref 2 Superintendent's Response to Arlington's Conditions
Ref 3 MM Tech FY13 Budget Presentatrimon
Ref 4 Visualization of NESDEC Projections

Ref 1

Ref 1



MSBA & MMRSD Project Timeline



Minuteman & MSBA

MSBA

Minuteman RSD

Rev Feb 15, 2012



January 4, 2012

Mr. Allan Tosti
Chairman, Arlington Finance Committee
Town Hall
Town of Arlington
Arlington, MA 02174

Dear Mr. Tosti:

The substitute motion passed by Arlington Town Meeting on May 17, 2010, outlined several conditions the Minuteman Regional School Committee agreed to consider in its actions related to conducting a Feasibility Study. The Massachusetts School Building Authority (MSBA), in a letter dated May 3, 2010, had outlined equivalent expectations.

I am pleased to report that progress has been made in all areas, that we have accommodated all of the conditions within the legal scope of my authority, and that the School District intends to initiate the Feasibility Study.

This letter provides the Arlington Finance Committee with a summary of the progress of the District. The Feasibility Study will provide the detailed information needed regarding the scope and cost of any potential capital improvements of the Minuteman facility.

Response to the Arlington substitute motion:

- 1. The Superintendent agrees to perform an enrollment study as the first phase of the feasibility study.**
- 2. The letter must include a timetable for the enrollment study. It is recommended that both the enrollment study and Regional Agreement Task Force report be completed in time for review by the member towns by March 1, 2011.**
- 3. The letter must state agreement that the enrollment study include the issue of whether the school is viable with the current and future district enrollments.**

Conditions 1, 2, and 3 articulate the components of a valid and reliable enrollment study completed by New England School Development Council (NESDEC), the organization that most frequently performs enrollment studies for New England school districts, and submitted to the MSBA in March of 2011 (attached). After several meetings and correspondence, the MSBA concluded their own enrollment analysis (attached). The MSBA Design Enrollment Certification was approved by the Minuteman School Committee in October of 2011 (attached). In my opinion, the District has satisfied these conditions of Article 58. While debate continues among member towns on core issues regarding the final size of the school, the MSBA maximum Design Enrollment of 800 is reasonable.

4. The enrollment study must be accompanied by a strategic plan that outlines the steps the District will take either to increase enrollment; bring school size, programs and costs in line with enrollment; or merge with another district so that per pupil costs are in line with the State average for vocational schools.

The Educational Program Plan referenced in condition 4 is in Final Draft form and is being reviewed by the Minuteman School Committee (attached). It is expected to be submitted to the Department of Elementary and Secondary Education in February and to the MSBA in March. An executive summary of the plan is on the Minuteman Website. This satisfies Condition 4. As you know the Feasibility Study itself is now required in order to develop project models and associated cost estimates so impacts of a potential project are more clearly understood by all member communities.

5. The Superintendent agrees that each of the five largest member towns, by district enrollment, have a seat on the building committee, with the representatives chosen by the towns.

The Minuteman School Building Committee was established by vote of the School Committee on September 27, 2011 and is still adding membership (most current roster attached). Nominations from all member towns have been requested. The District has satisfied Condition 5.

6. Before phase two starts, the Regional Agreement Task Force's (RATF) work and recommendations must be complete. The RATF's recommendations should strongly consider the following changes to the regional agreement:

a) That each School Committee Member's vote reflects their town's proportion of the total student enrollment or at least is modified to take into account that proportion.

b) Towns can exit the agreement upon 5 years notice.

c) Towns leaving the District will be responsible for bond obligations and have some residual contribution obligation for a period of time.

d) Out of district students should pay (combination of municipality and state payments) at least a certain percentage of in-district tuition.

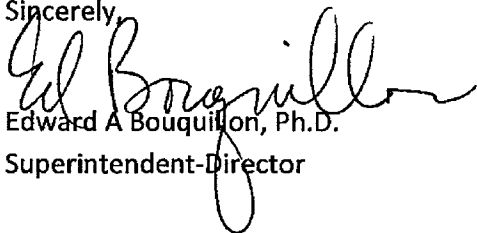
The Regional Agreement Task Force (RATF) was formed by the Minuteman School Committee in January of 2010, endorsed by the MSBA, and met regularly over 18 months.

Tosti Letter
January 4, 2012
Page 3

The core purpose of the RATF work involved an extensive review of possible capital cost apportionment models. While the development of an acceptable model continues in the district, the RATF fulfilled its charge as outlined in Condition 6, having thoughtfully considered all the issues and others. The RATF concluded its work, and an interim report was provided to the Minuteman School Committee in July 2011. These reports are public documents and are available to the public through the Minuteman School Committee at the Minuteman website.

Having met all of the conditions of Article 58 within the scope of my authority, I am available to meet with the Finance Committee at a mutually convenient time to discuss our progress in these matters and to garner an endorsement to start Phase II of the Feasibility Study in January of 2012.

Sincerely,



Edward A. Bouquillon, Ph.D.

Superintendent-Director

Attachments Available on request

Ref 3

February 15, 2012

presented by:
Dr. Edward A. Bouquillon
Superintendent-Director



MINUTEMAN FY13 BUDGET

Arlington Finance Committee

February 15, 2012

A REVOLUTION IN LEARNING

The Benefits

- Experience the Modern American High School.
- Believe in Yourself.
- Prepare for College and Life.
- Learn from Experts.
- Be More Than Just Another Student.
- Make a Fresh Start.

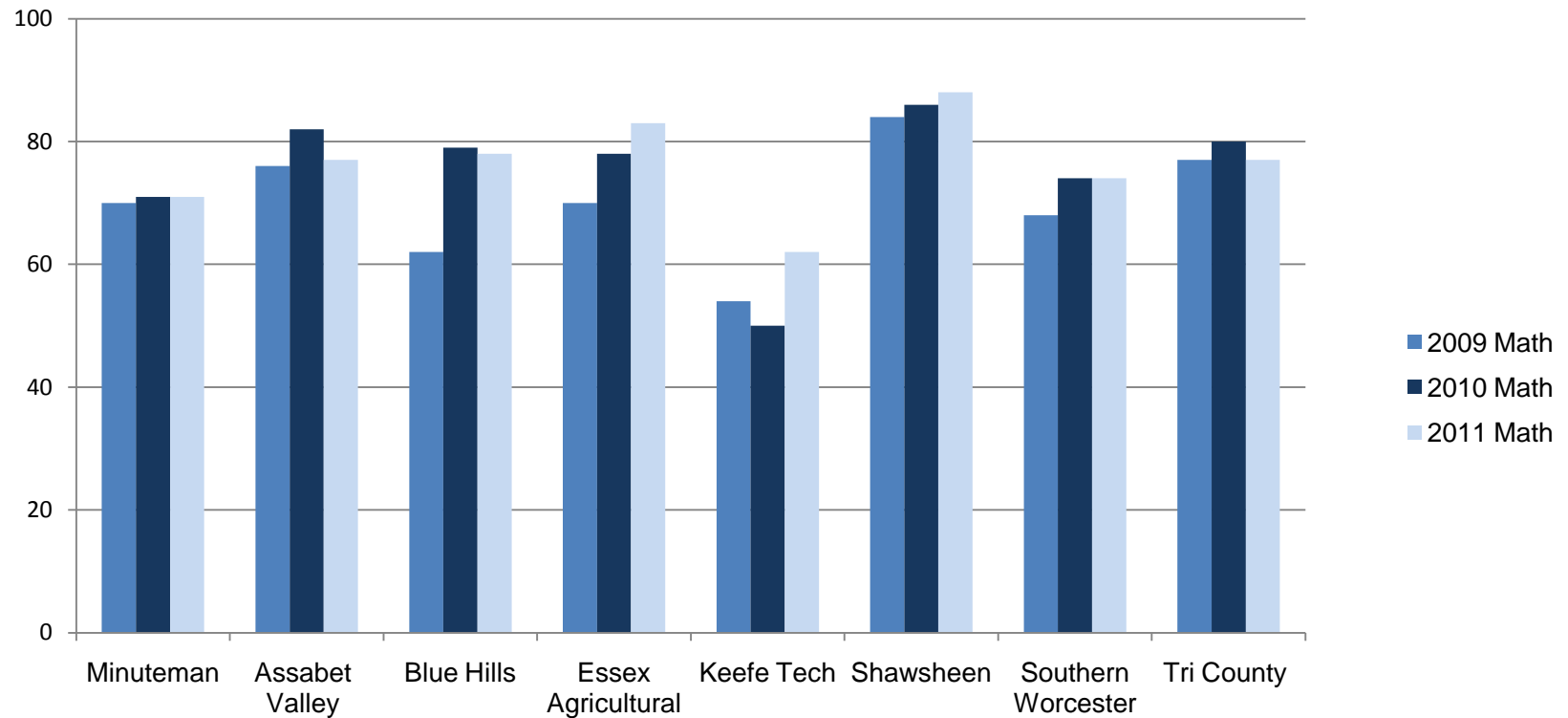
Rigorous and Relevant Learning

- Reading Program: READ180 lab, Reading Specialist on staff, consultancies with all departments and CTE clusters
- World languages: Spanish, French, and Latin
- Collins Writing Program
- Student Portfolio system
- Art and Music programs are thriving
- Homework (posted on Aspen x2 Student and Family Portal)
- Executive Function Initiative (master notebook system and study techniques)
- Library is an active instructional and technology center

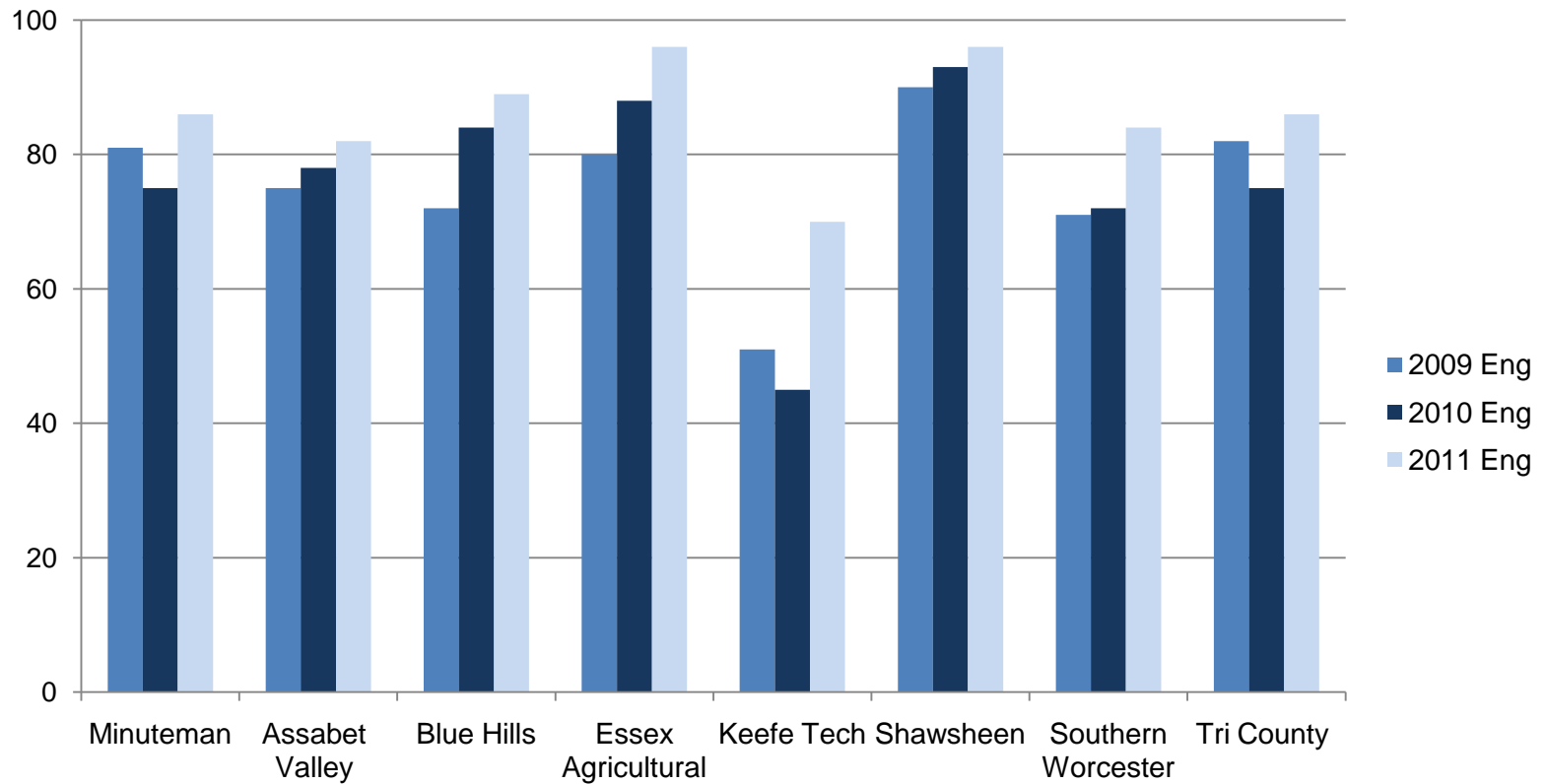
2011 Graduate Achievements

- 100% passing rate for MCAS English, Science, and Math
- 60% college acceptance, 33% career bound in field and 3% military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% OSHA-10 hr. certification (40 hr. OSHA in Environmental Science)
- Industry Licenses, Certificates, Credentials in Cosmetology, Environmental Science and Technology, Health Occupations, Early Childhood Education and Care
- 14 students National SkillsUSA --- GOLD in PG-Plumbing, THREE GOLD in Environmental, as juniors, National Voting Delegate in Tech Prep Showcase - Culinary, National Voting Delegate/State Parliamentarian, State Officer Candidate – Environmental, TWO BRONZE medalists in Biotechnology

Math: Advanced & Proficient



English Language Advanced & Proficient



Proposed FY 13 Budget

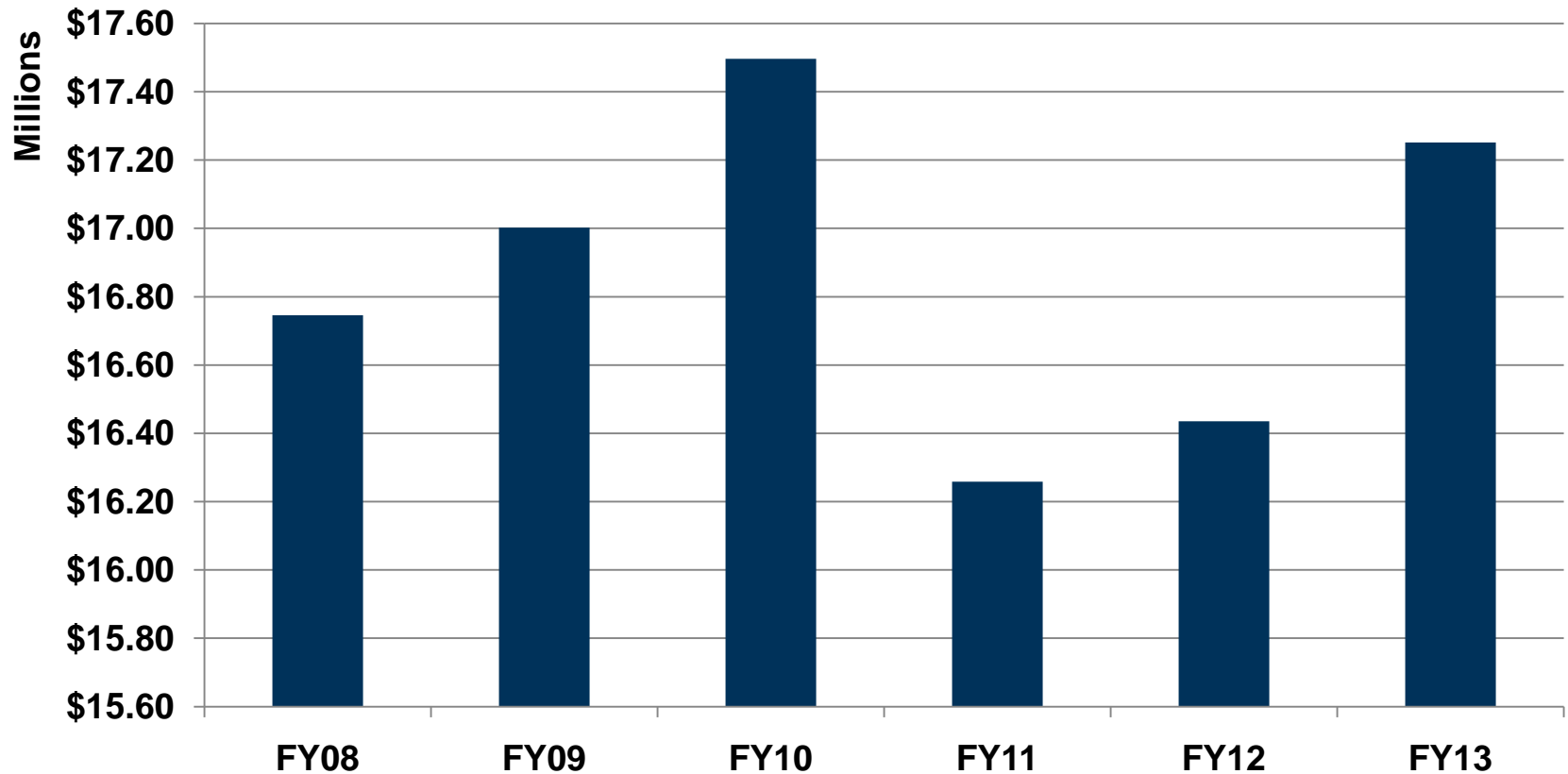
Account Code	Account Description	FY 2009	FY 2010	FY 2011	FY2012	FY2013 Proposed	Difference
1000	Administration	\$1,143,925	\$1,190,473	\$1,075,453	\$1,097,608	\$1,321,287	\$223,679
2000	Student Instructional Services	\$8,924,276	\$8,970,198	\$8,264,000	\$8,179,903	\$8,536,430	\$356,527
3000	Student Services	\$2,191,150	\$2,059,980	\$1,791,745	\$1,767,051	\$1,895,805	\$128,754
4000	Operation & Maintenance	\$1,887,120	\$2,043,378	\$1,523,387	\$1,740,683	\$1,755,494	\$14,811
5000	Insurance, Retirement, Leases	\$2,540,886	\$2,694,919	\$2,720,366	\$2,603,425	\$2,831,108	\$227,683
6000	Community Services	\$ -	\$ -	\$100,000	\$100,000	\$100,000	\$0
7000	Asset Acquisition & Improvement	\$310,378	\$523,309	\$501,099	\$507,930	\$370,000	(\$137,930)
8000	Debt Service	\$3,887	\$13,744	\$282,629	\$438,873	\$441,589	\$2,716
9000	Tuition Payments	\$0	\$0	\$0	\$0	\$0	\$0
GENERAL FUND		\$17,001,622	\$17,496,001	\$16,258,679	\$16,435,473	\$17,251,713	\$816,240

FY13 Operating Budget Increase Overview

FY 2013 Budget Increase = \$ 816,240

Contractual Salary Increase	\$ 275,000
Health Insurance	<u>\$ 142,000</u>
	\$ 417,000
Perkins Grant Funding Allocation	\$ 113,567
Dedicated Principal Position	\$ 80,000
Technology Plan Equipment	\$ 97,443
Transportation – fuel escalation	\$ 45,000
Other Budget Requests	\$ 63,230

6-Year Historical Budget



Note: the Middle School Tech Programs are not included after FY08.

Arlington Estimated Assessment

FY	FTE	ASSESSMENT	(+/-)	Per Pupil HS Avg Cost	Per Pupil Sped HS Avg Cost	Per Pupil Capital Cost	Per Pupil Avg Bussing Cost	Total Per Pupil Avg Cost	PP Avg Cost (+/-)
2013	139	\$ 3,022,146	28.57%	\$17,202	\$21,702	\$1,882	\$3,204	\$21,742	6.38%
2012	115	\$ 2,350,587	-13.55%	\$15,882	\$20,382	\$1,876	\$2,929	\$20,439	-1.52%
2011	131	\$ 2,718,921	-12.02%					\$20,755	-9.33%
2010	135	\$ 3,090,368	-2.00%					\$22,892	8.89%
2009	150	\$ 3,153,412	-2.74%					\$21,023	9.58%

*Actual assessment amount based on state required minimum and Regional Agreement .

** Amount based on preliminary assessment version 2.0 without final state figures and appropriated at Town Meeting.

Estimated Revenue Plan FY13

	FY2009	FY2010	FY2011	FY2012	FY2013	FY12-FY13 DIFFERENCE
Assessments	\$9,738,093	\$9,974,116	\$8,680,359	\$9,178,552	\$9,569,176	\$390,625
Chapter 70 Aid	\$2,268,584	\$2,237,668	\$2,107,088	\$2,113,037	\$2,113,037	\$0
Transportation Reimbursement	\$983,837	\$475,657	\$495,000	\$550,000	\$600,000	\$50,000
Prior Year Tuition	\$3,473,927	\$3,457,303	\$2,888,748	\$2,793,400	\$3,700,000	\$906,600
Current Year Tuition	\$382,181	\$888,363	\$1,541,984	\$1,480,984	\$900,000	(\$580,984)
Special Education Tuition Increase			\$65,000	\$0	\$0	\$0
Post Grad Tuition				\$75,000	\$125,000	\$50,000
Current Year Medicaid	\$45,000	\$45,000	\$65,000	\$34,500	\$34,500	\$0
Current Year Interest	\$85,000	\$65,000	\$20,500	\$10,000	\$10,000	\$0
E & D Budget Appropriation	\$25,000	\$352,894	\$395,000	\$200,000	\$200,000	\$0
	\$17,001,622	\$17,496,001	\$16,258,679	\$16,435,473	\$17,251,713	\$816,241

* Does not include assessment for MS Program.

Non Member Tuition Revenue

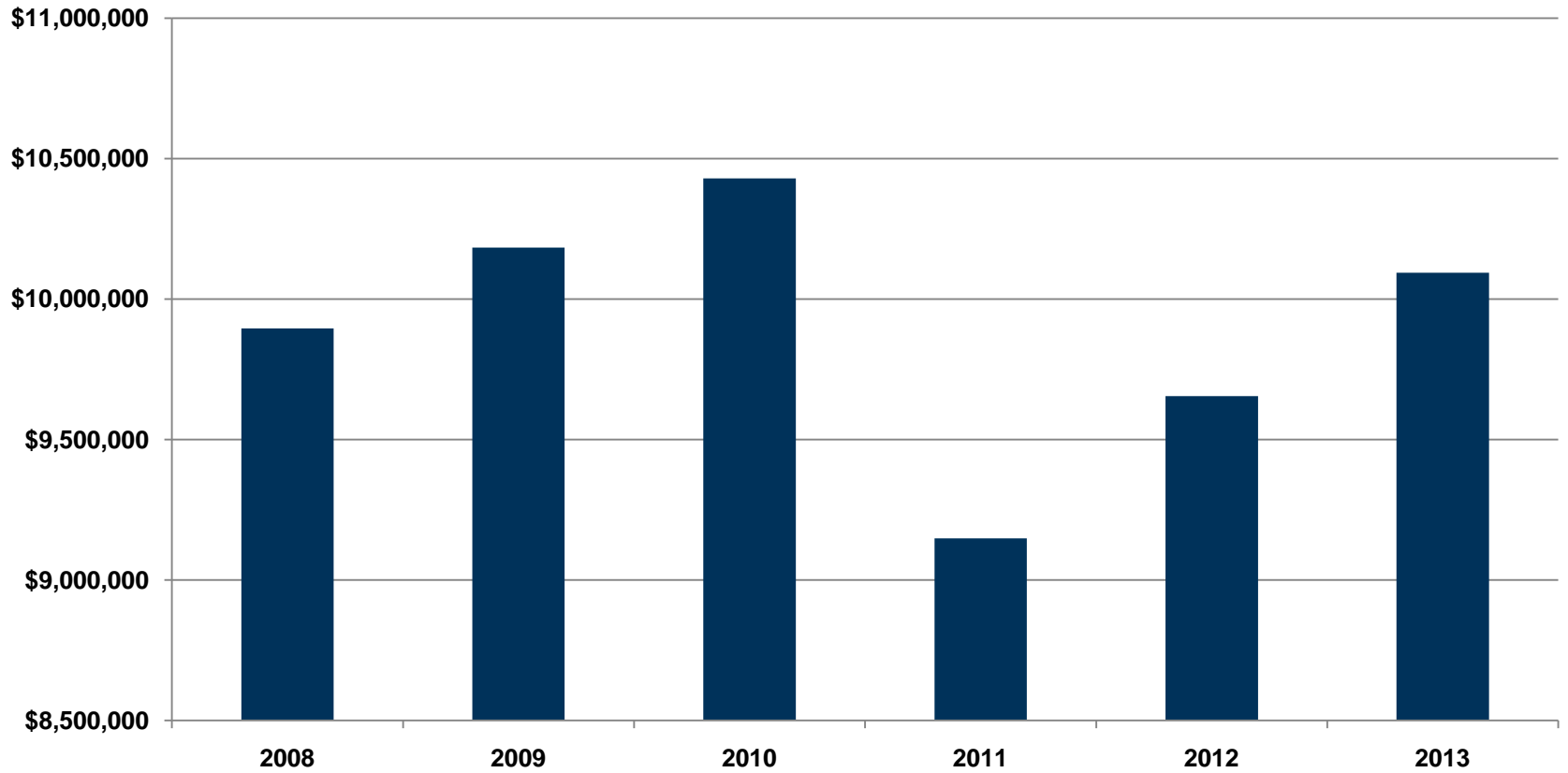
	FY 12	FY13	FY14
Non Member Tuition Revenue (estimated)	\$5,200,000	\$5,500,000	\$5,555,000
“Current Year Tuition” Allocation	\$(1,480,984)	\$ (900,000)	\$ (400,000)
“Prior Year Tuition” Available to Fund Next Fiscal Year	\$3,719,016	\$4,600,000	\$5,155,000

FY 13 Operating Budget Funding Sources

Minuteman \$816,240 Operating Budget Increase:

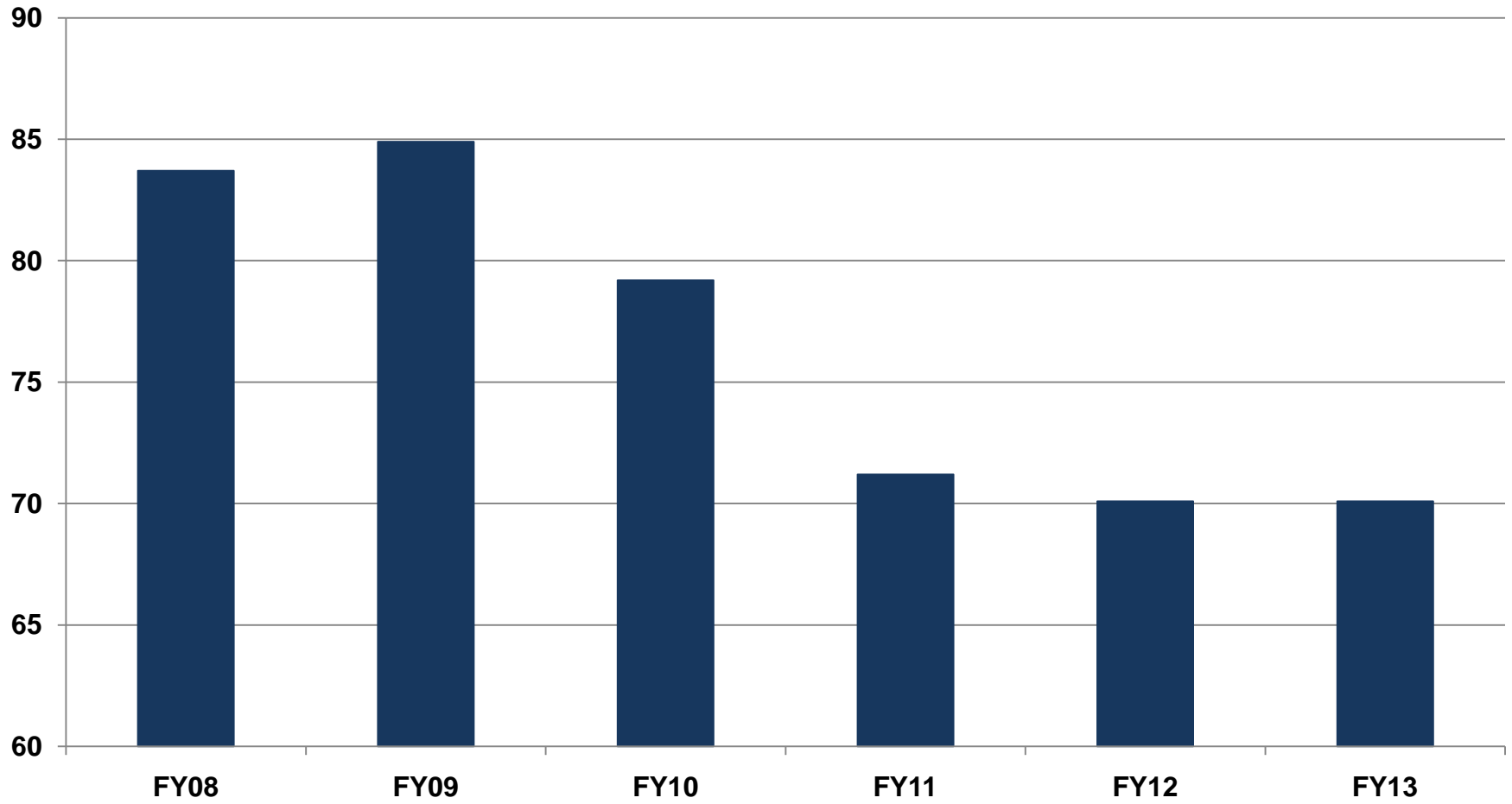
• Paid by Non Member Tuition Revenue	\$322,751	39.5%
• Paid by Transportation Aid	\$ 50,000	6.1%
• Paid by Member PG Tuition Revenue	\$ 50,000	6.1%
• Paid by Member Town Assessment	\$393,489	48.2%

Assessments to Member Towns

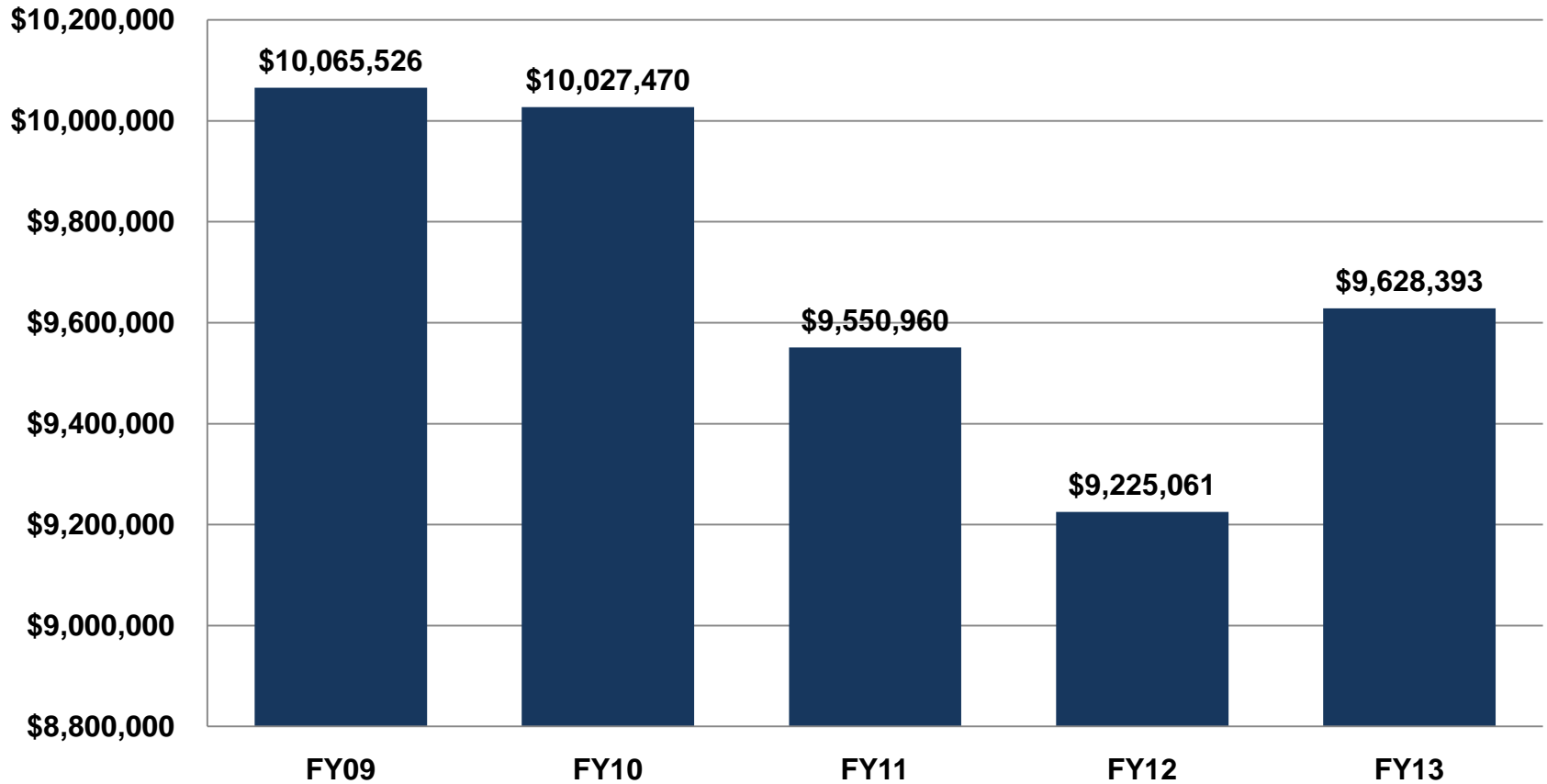


FY 13 Projected

Trend: Minuteman Staffing

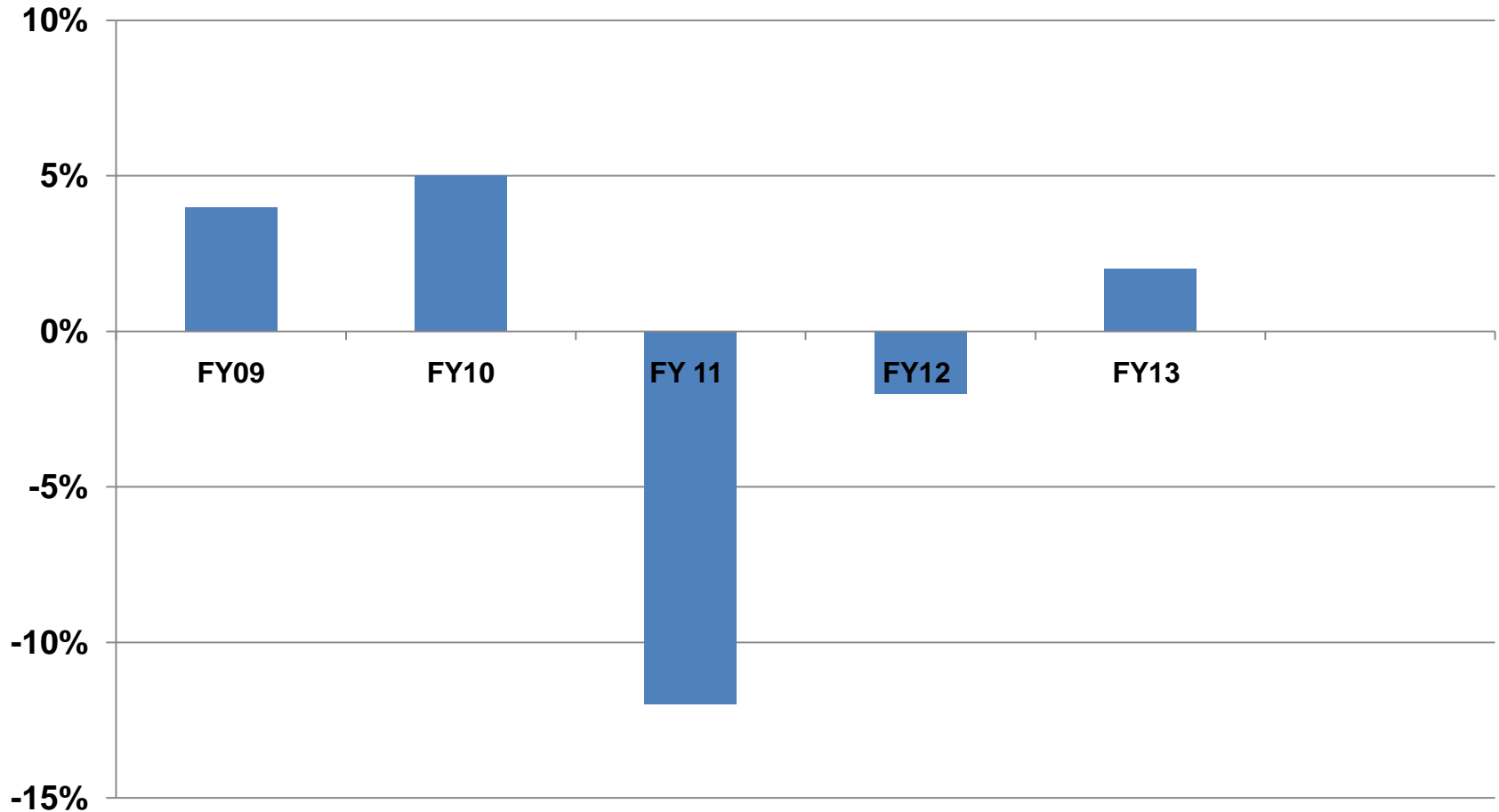


Actual Dollars of Total Salary

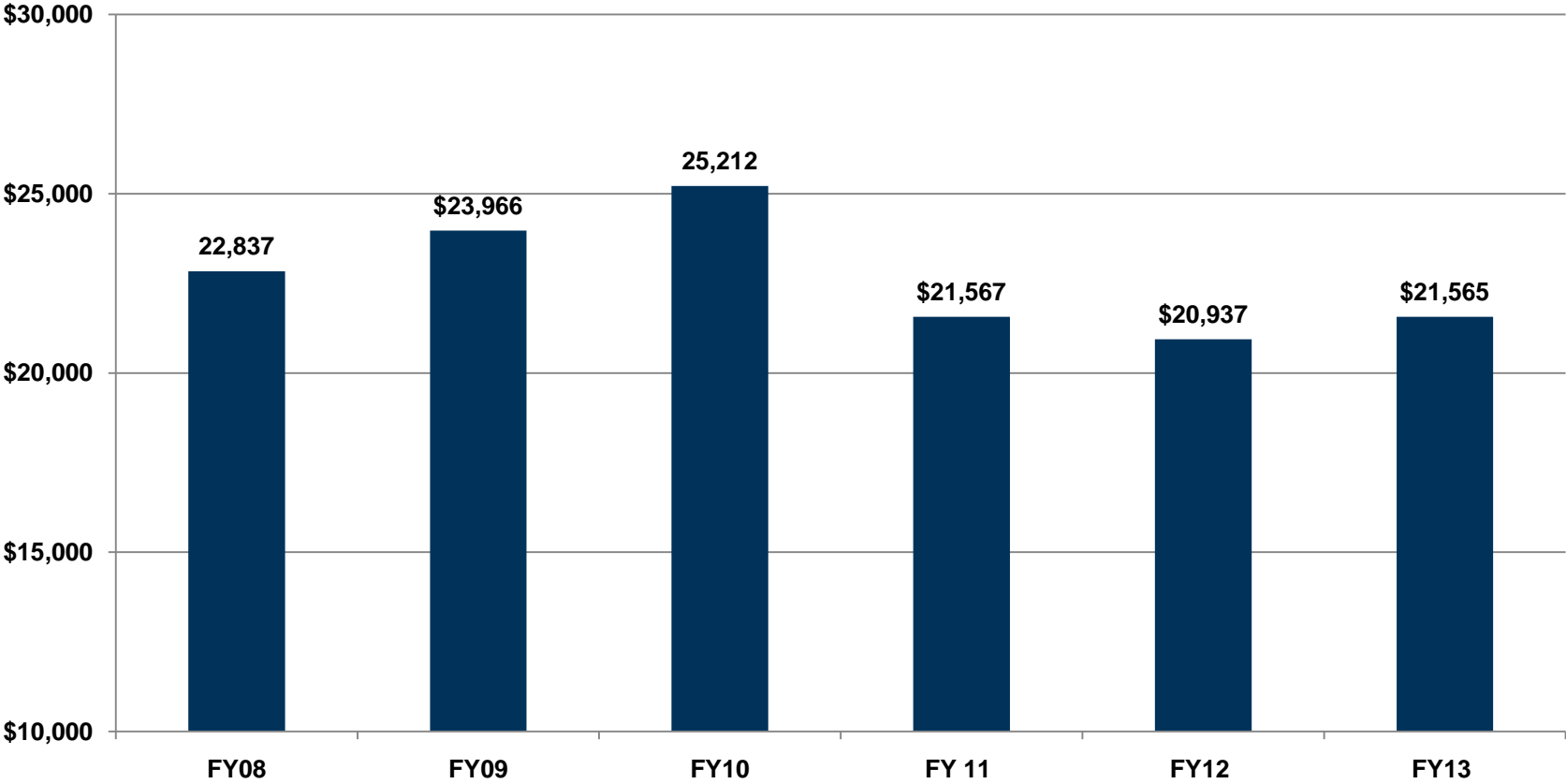


These represent actual Dollars and may differ from previous budgeted amounts.

Trend: Per Pupil Expenditure

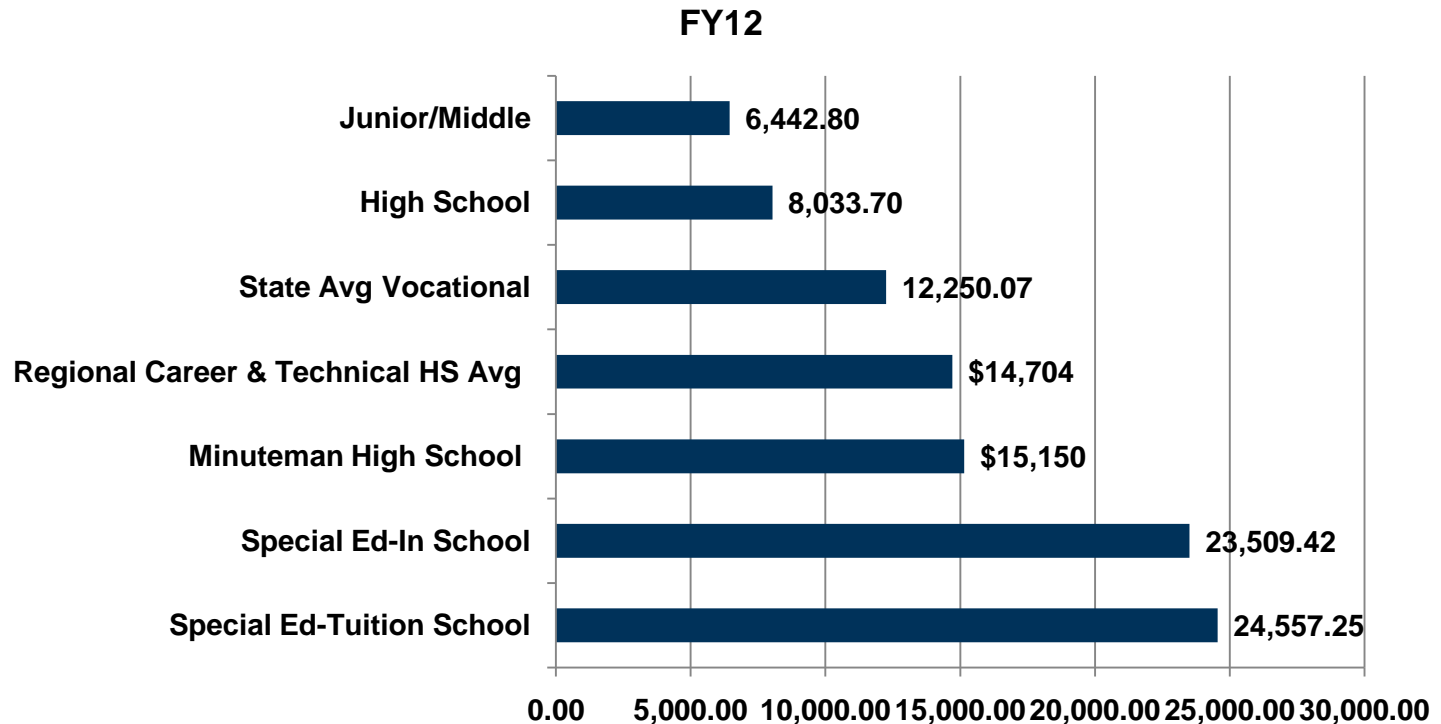


Minuteman Per Pupil Expenditure

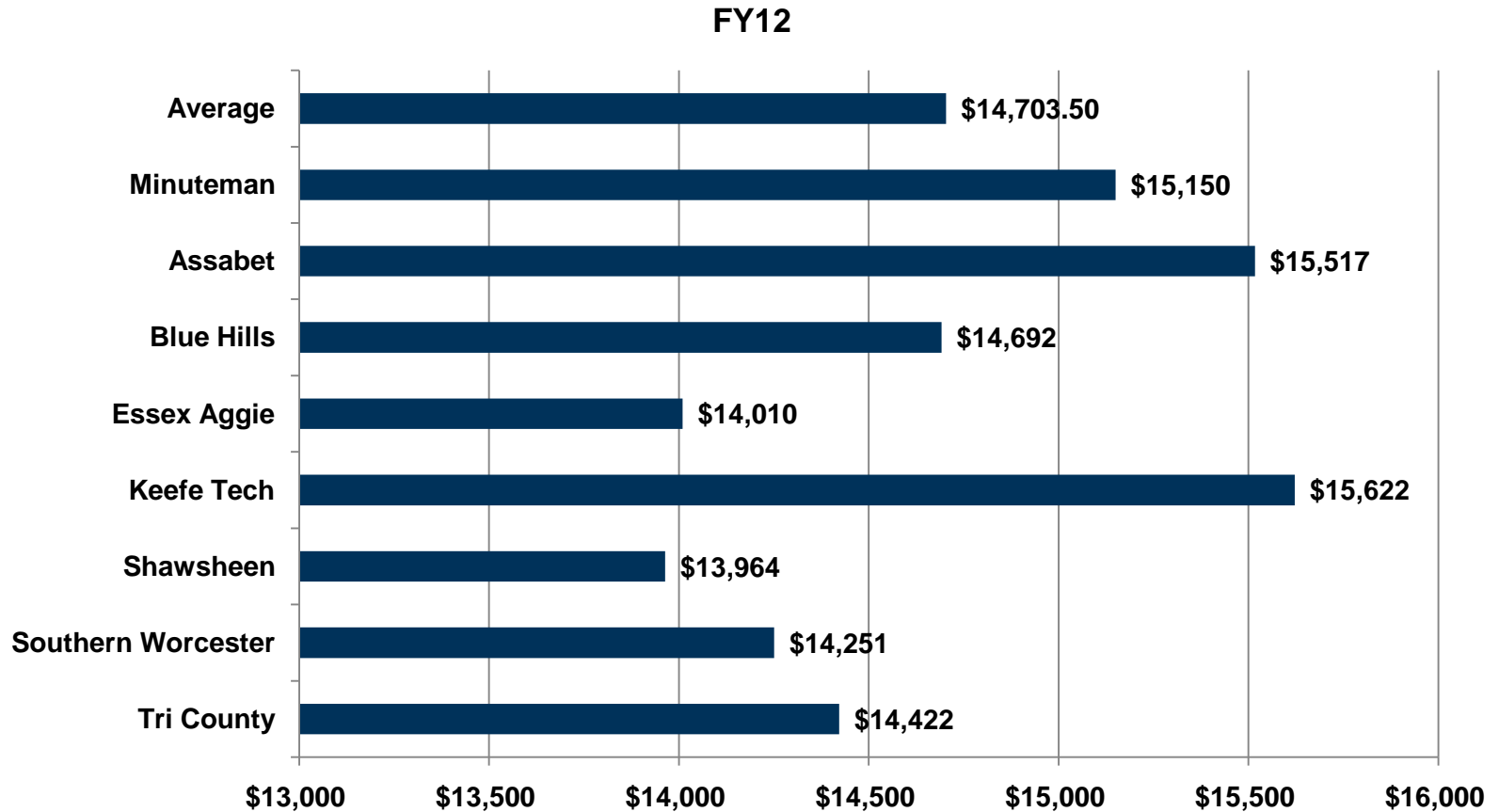


**FY 08, 09, 10, 11 Audited. FY12 and 13 are budgeted amounts.*

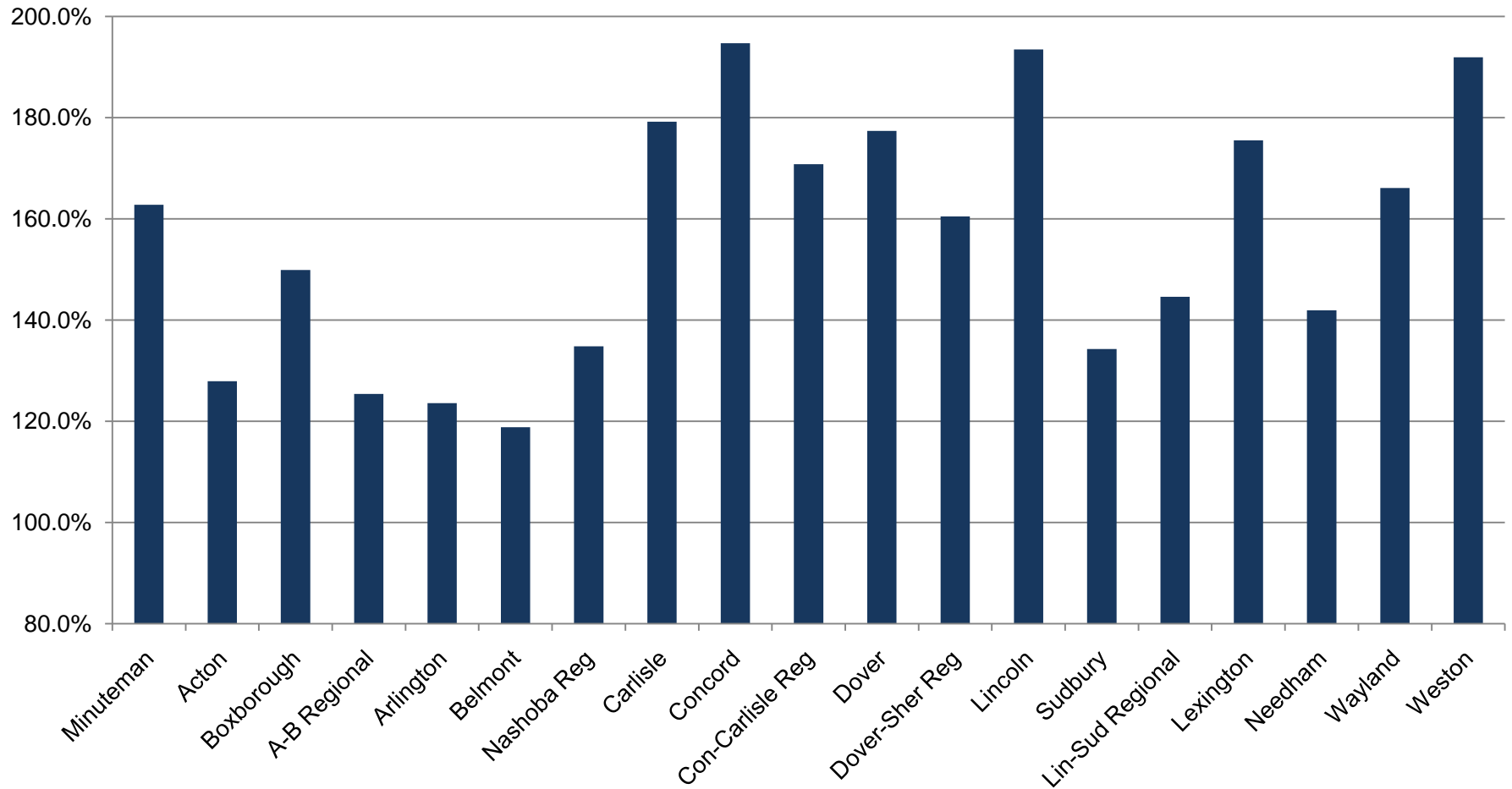
Average FY12 Per Pupil Foundation Rates



FY12 Foundation Rates - Technical Schools



FY11 NSS% Above Foundation





MINUTEMAN
A REVOLUTION IN LEARNING

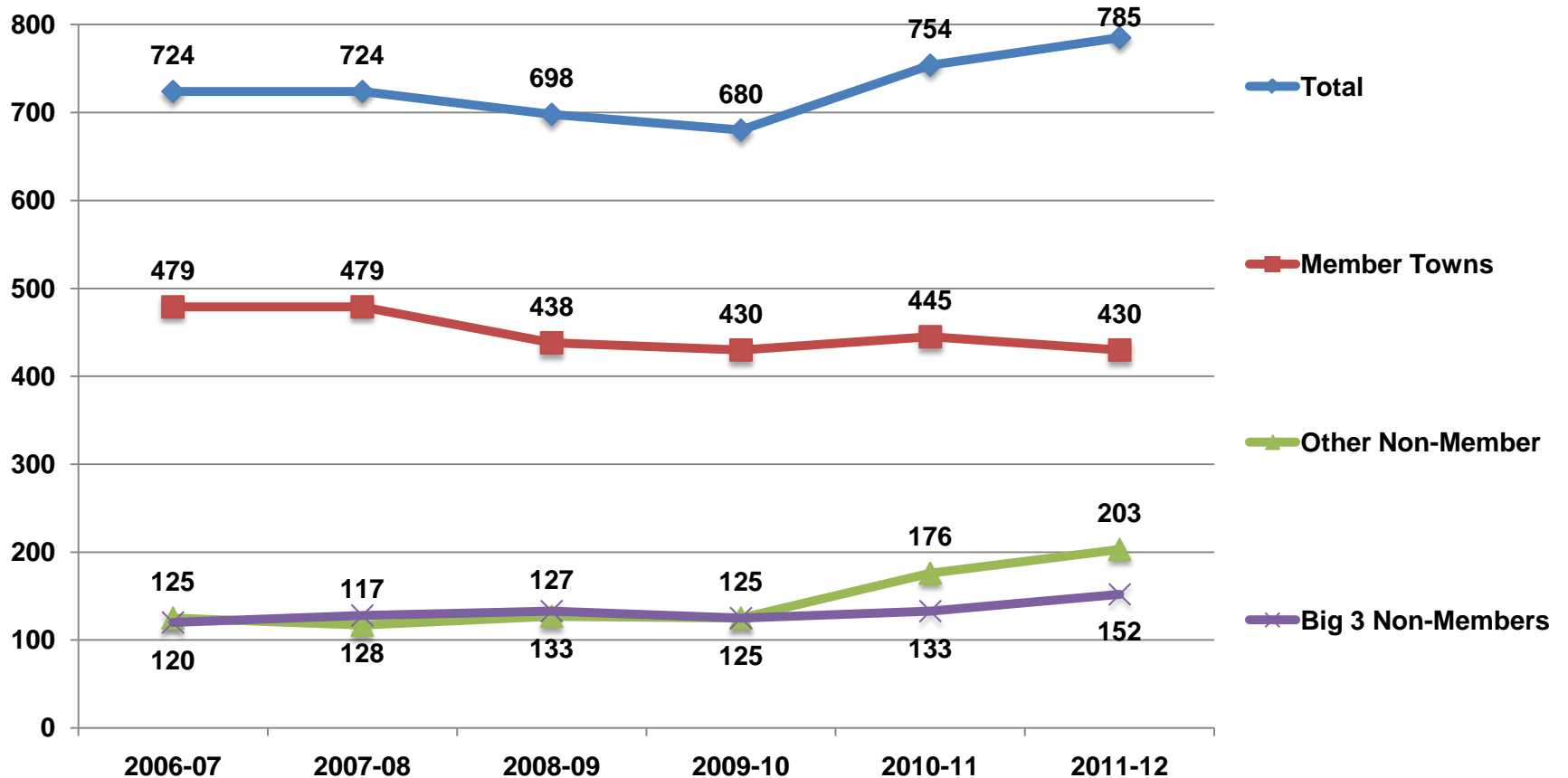
ENROLLMENT INCREASES IN REGULAR EDUCATION AND SPECIAL EDUCATION

A REVOLUTION IN LEARNING

Enrollment Detail

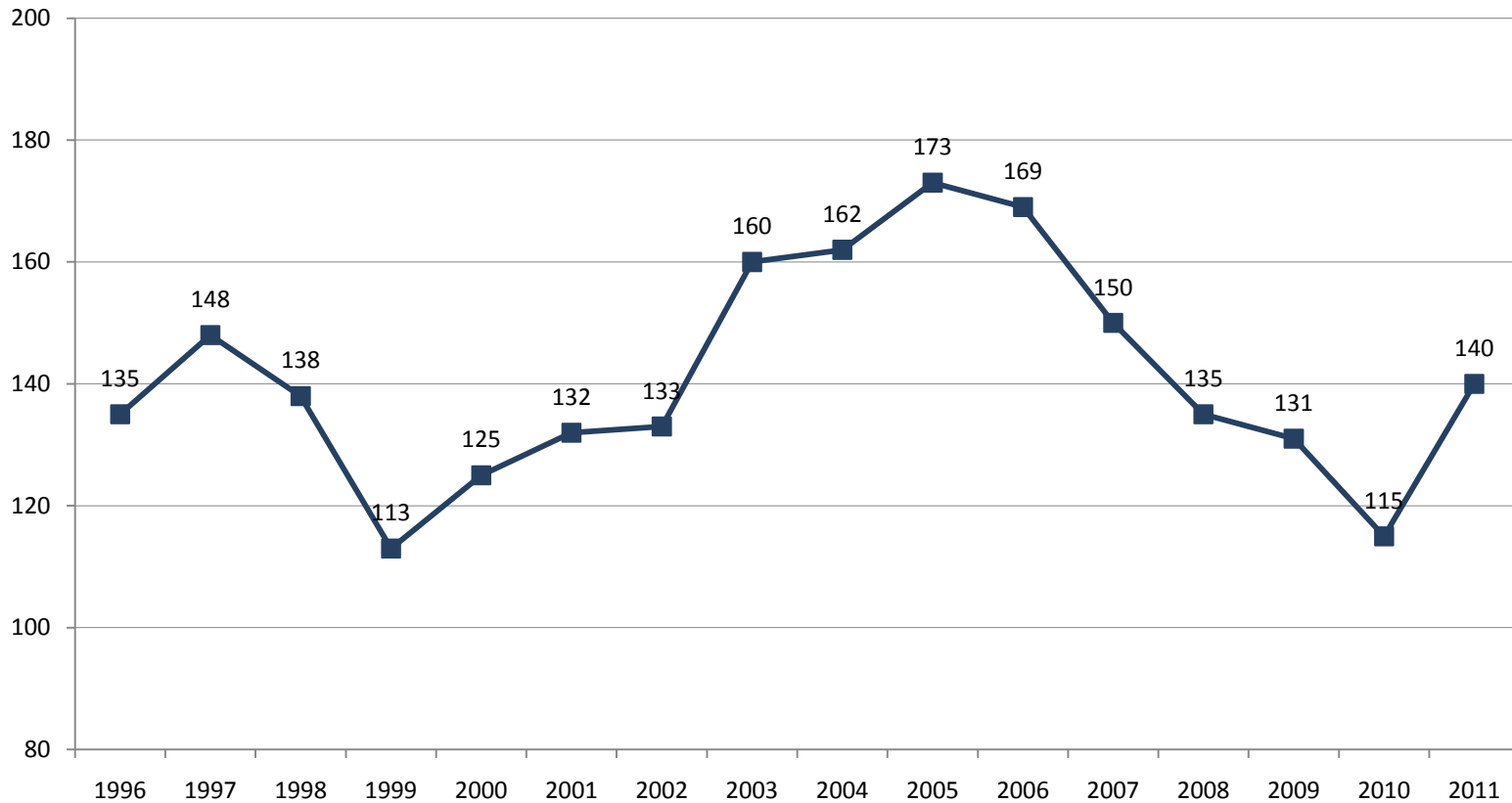
	2010-2011	2011-2012	Diff %
Member Freshmen	103	112	8%
Non-Member Freshmen	81	87	7%
TOTAL	184	199	8%
Member 9-12 enrollment	367	370	1%
Non-Member 9-12 enrollment	250	278	10%
TOTAL	617	648	5%
Member Post-Graduates	61	49	-24%
Non-Member Post-Graduates	59	77	23%
TOTAL PG STUDENTS	120	126	5%
HALF DAY STUDENTS	17	11	-55%
TOTAL HEAD COUNT	754	785	4%
TOTAL FTE COUNT	745.5	779.5	4%

Overall Enrollment

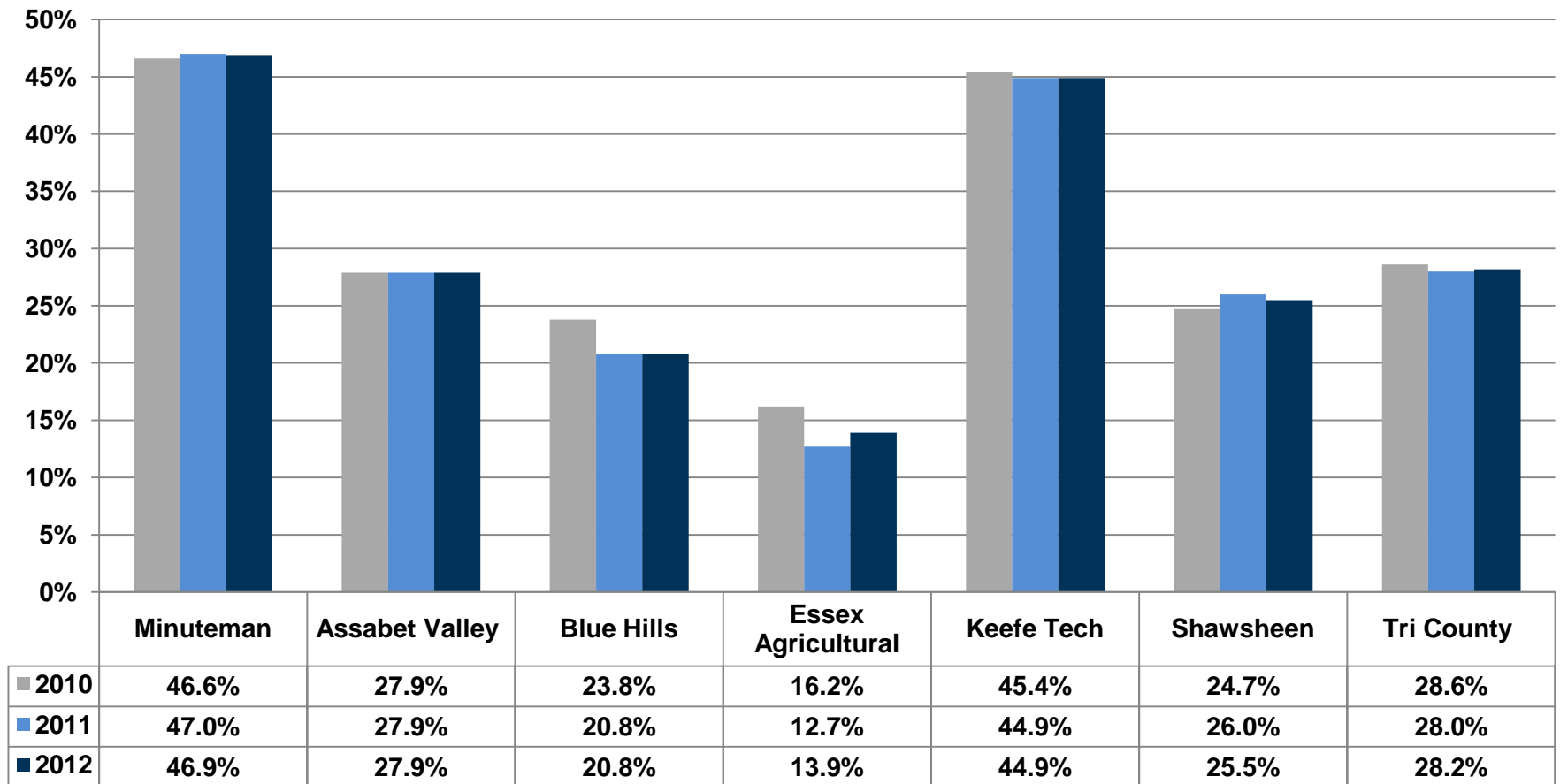


Big three non-member towns: Medford, Waltham, Watertown

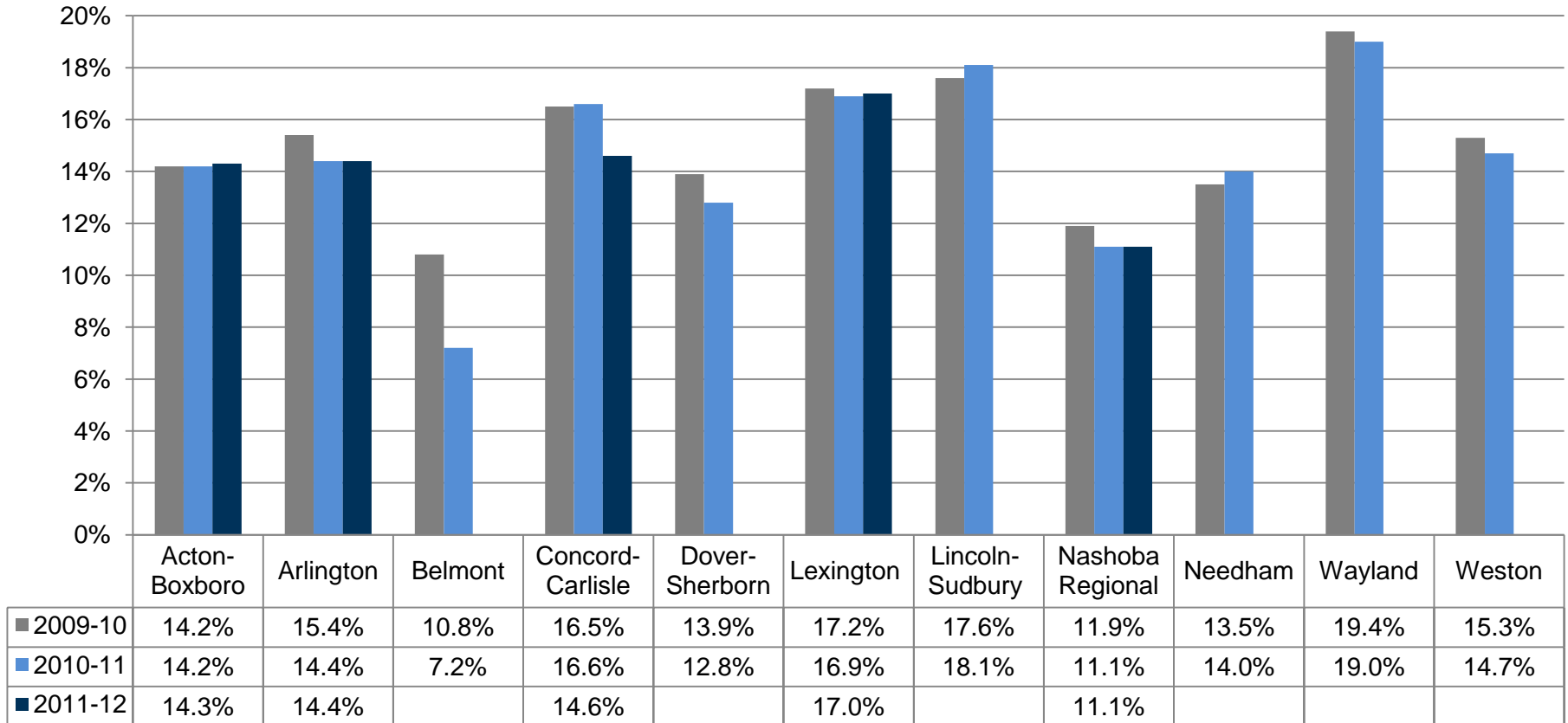
Historical Arlington Enrollment



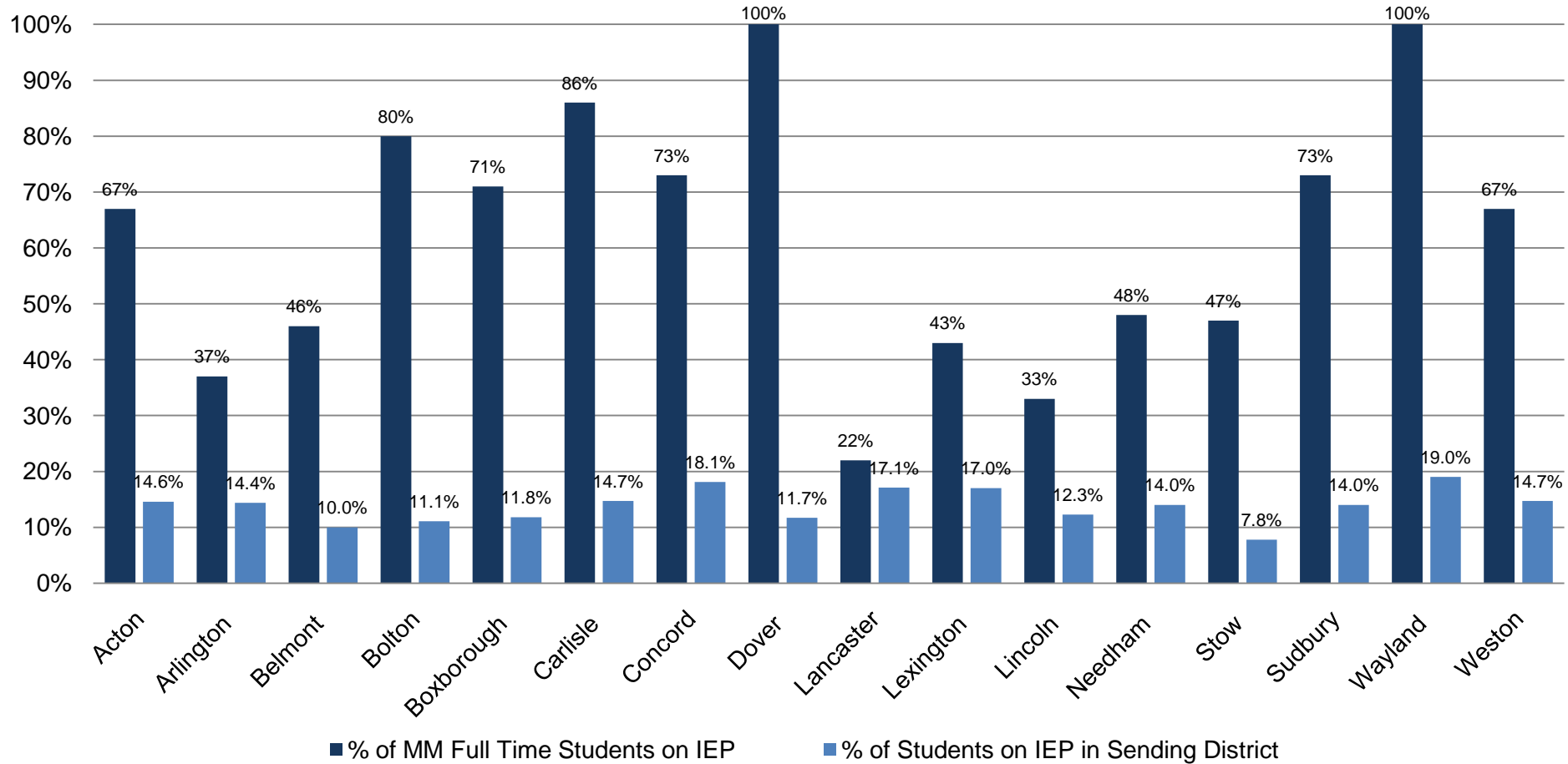
Special Education Enrollment



Special Education Enrollment District Schools



Special Education Enrollment – District



Proposed FY 13 Budget

Account Code	Account Description	FY 2009	FY 2010	FY 2011	FY2012	FY2013 Proposed	Difference
1000	Administration	\$1,143,925	\$1,190,473	\$1,075,453	\$1,097,608	\$1,321,287	\$223,679
2000	Student Instructional Services	\$8,924,276	\$8,970,198	\$8,264,000	\$8,179,903	\$8,536,430	\$356,527
3000	Student Services	\$2,191,150	\$2,059,980	\$1,791,745	\$1,767,051	\$1,895,805	\$128,754
4000	Operation & Maintenance	\$1,887,120	\$2,043,378	\$1,523,387	\$1,740,683	\$1,755,494	\$14,811
5000	Insurance, Retirement, Leases	\$2,540,886	\$2,694,919	\$2,720,366	\$2,603,425	\$2,831,108	\$227,683
6000	Community Services	\$ -	\$ -	\$100,000	\$100,000	\$100,000	\$0
7000	Asset Acquisition & Improvement	\$310,378	\$523,309	\$501,099	\$507,930	\$370,000	(\$137,930)
8000	Debt Service	\$3,887	\$13,744	\$282,629	\$438,873	\$441,589	\$2,716
9000	Tuition Payments	\$0	\$0	\$0	\$0	\$0	\$0
GENERAL FUND		\$17,001,622	\$17,496,001	\$16,258,679	\$16,435,473	\$17,251,713	\$816,240



MINUTEMAN
A REVOLUTION IN LEARNING

THANK YOU!

A REVOLUTION IN LEARNING

D DUKA
2/15/12
Ref 4

Ref 4

Visualization of 8th Grade Application Rate of 16 Member Towns to Minuteman - Based on NESDEC 4/19/11 Study

