

## **New School Building Committee Concepts**

***\*This is the same document from the School Committee Packet of 4/27/22, updated to reflect that the School Committee Members on the SBC must be current School Committee Members***

### **Purpose:**

To outline the necessary steps to create and manage a School Building Committee (SBC) to govern the next phase for the Framingham Public Schools' (FPS) next school building project(s) to expand Early Childhood Education in our community.

### **Background:**

Currently, the District has Hemenway Elementary School as next on the list as needing a major renovation or replacement, as well as a limited number of southside schools. Building a school on the southside of the city would not only better serve and represent the students of this part of the city, but provide a community resource to a highly populated part of the city through athletic fields, playgrounds, and public space. Additionally, determining the plan for the future of the Hemenway site is also an important consideration for the city to work on options for as part of a new SBC. To prepare for the future, and ensure the city is positioned well with flexibility for the Massachusetts School Building Authority's (MSBA) process for state funds that has a regimented and transparent method to choose a site for construction, the next SBC shall begin with the mission to identify building infrastructure pathways to support early childhood education in our city. To balance these requirements, it is recommended that initially the SBC be named the Early Childhood (PreK-5) School Building Committee.

In multiple votes in 2020-2022 the Framingham City Council and School Committee have taken steps to expand early childhood education, as well as make the pursuit of a new school south of Route 9 a top priority. This included a vote to enter into the MSBA process for state funds, a vote to request and authorize the Mayor to negotiate the purchase of land on Bethany Road to support the new school site, annual operating budget support to create new seats for PreK students, as well as approved funding through capital budget allocations to prepare for the MSBA's eventual invitation into their Capital Pipeline. FPS has an approved capital budget line item of \$600K to continue on with the next phase of study(s).

### **Process and Timing to Create a New School Building Committee:**

Per the MSBA regulations, a municipality, "...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." And, "The school building committee shall be formed in accordance with the provisions of the Eligible Applicant's local charter and/or by-laws..."

Whether or not the project is currently in the MSBA's process, having an active SBC to prepare for the future of both the south side goal and the current Hemenway site is recommended by FPS and the CFO. The sooner certain steps are taken through a structured process governed

by a city public body, the sooner a school can be built and/or renovated, and the more likely construction escalation impacts can be sought to be mitigated. Creating an active SBC is also a proactive step to strengthen the submitted application to the MSBA.

### **Membership:**

*This list was developed as an initial step to propose for your feedback based on the MSBA regulations [963 CMR 2.00](#), City Charter requirements, and the FPS and Fuller SBC's structures. MSBA language is in italics next to each seat where applicable.*

Note that it is up to the Municipality to determine which members have voting rights and which have non-voting seats. Each appointing authority must coordinate to come up with the number of voting seats and who will hold them. The SBC must have an odd number of voting members. For example, the Fuller SBC has nine voting members.

### **Ex Officio Members**

*These Ex Officio positions are based on the job titles and do not require to go through the Mayor/City Council Appointments process if names change in the future*

- Mayor or Designee - *The local chief executive officer of the Eligible Applicant*
  - The Mayor shall invite municipal staff to represent city departments as necessary, such as but not limited to the Parks, Recreation, and Cultural Affairs Division, and the Police and Fire Departments.
- Chief Operating Officer - *the town administrator, town manager, or city manager, where applicable*
- Chief Financial Officer/Director of Administration and Finance
- Chief Procurement Officer
- Superintendent of Schools - *the superintendent of schools*
  - Beyond the staff below who have formal seats assigned, the Superintendent shall invite additional FPS staff as necessary on a case by case basis to attend meetings. This includes but is not limited to Elementary School Principals, FPS Early Education Manager, BLOCKS Director, and Finance & Operations, Technology, Food Services, and Safety & Security Department staff
- Director of FPS Buildings and Grounds - *the local official responsible for building maintenance*
- Assistant Superintendent for PreK-12 Education

### **Appointed by the Mayor and Confirmed by the City Council - 5 of these 8 are proposed to have voting responsibilities**

- Education Seat - *a member who has knowledge of the educational mission and function of the facility*
- Finance Seat - *a local budget official or member of the local finance committee*
- Three (3) Architecture, Engineering, and Construction Seats - *members of the community with architecture, engineering and/or construction experience*
- Three (3) At Large Members, who may or may not fit into the terms above

### **Appointed by the City Council**

- One City Councilor to serve as a voting member of the SBC and be the Council's liaison

### **Appointed by the School Committee**

- Three current School Committee Members to serve as voting members of the SBC and be the School Committee's liaisons - *at least one member of the school committee, as required by M.G.L. c. 71, § 68*
  - School Committee Chair or the Chair's Designee of another School Committee Member must be one of these - *a representative of the office or body authorized by law to construct school buildings in that city, town or regional school district*
  - The Committee should be mindful of the group's current subcommittee structure in relation to the Open Meeting Law
- (2) Two Parent Teacher Organization Representatives - consider terms or tying the appointment to the PTO President or designee to have a current PTO member

### **Next Steps:**

1. School Committee votes to request that the Mayor create the SBC
2. Mayor issues Executive Order or Mayoral Policy to create the SBC
3. School Committee votes to appoint members to the seats they have purview over
4. City Council agenda item on the new SBC
5. Mayor recommends members to the City Council to the seats he has purview over
6. City Council Appointments Subcommittee process and votes confirm SBC members
7. Mayor or the SBC appoints a SBC Chair
8. SBC begins to meet!

### **Logistical Considerations:**

- **TV:** Televised Meetings
  - Determine if FEC-TV or The Government Channel will air live meetings and publish video recordings
    - FEC-TV contract with FPS creates the option for them to continue
    - SBC's are currently the only televised city public bodies who are not on The Government Channel
- **Website:** New SBC Website to be launched and have content regularly updated by FPS
- **Staff:** City staff to be assigned to be responsible for coordinating meeting packets, drafting and uploading minutes, booking meeting space, running hybrid Zoom meetings, putting the meeting on FPS Facebook Live, and posting agendas, packets, and minutes
- **SBC Meeting Materials:** Meeting packet deadline and expectations to be established by the new SBC
- **Expanding the Design and Management Team:** Timing for when to begin the procurement process to seek an Owner's Project Manager and Architect should be considered early on by the new SBC and FPS