



Massachusetts School Building Authority

Deborah B. Goldberg
Chair, State Treasurer

James A. MacDonald
Chief Executive Officer

Mary L. Pichetti
Executive Director / Deputy CEO

December 13, 2023

Ms. Pamela Beaudoin, Superintendent
Manchester-Essex Regional School District
36 Lincoln Street
Manchester-by-the-Sea, MA 01944

Re: Manchester-Essex Regional School District, Essex Elementary School

Dear Superintendent Beaudoin:

I am pleased to report that the Massachusetts School Building Authority (the “MSBA”) Board of Directors has voted to invite the Statement of Interest (the “SOI”) for the Essex Elementary School in the Manchester-Essex Regional School District (the “District”) into the MSBA’s Eligibility Period. The invitation for the Essex Elementary School is for grades K through 5 and the potential during the feasibility phase to examine the addition of townwide Pre-K students.

The 270-day Eligibility Period formalizes and streamlines the beginning of the MSBA’s grant approval process and benefits the District 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 District 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. Additionally, the District’s vote by the Board of Directors approving a potential grant will be no sooner than July 1, 2026. 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 District’s Eligibility Period will commence on March 4, 2024 and conclude on November 29, 2024. During this time, the District must complete the preliminary requirements in accordance with the schedule on page three of this letter. The first item that requires completion by the District is the Initial Compliance Certification, which will be sent to the District electronically two weeks prior to its commencement date, on February 20, 2024.

The ability of the District to complete the preliminary requirements within the 270 days does not guarantee an invitation into the MSBA Capital Pipeline. Further, if the District cannot complete the preliminary requirements within the 270-day Eligibility Period, the MSBA will require the District to withdraw its SOI, and the District

Page 2

December 13, 2023

Manchester-Essex RSD, Essex Elementary School Eligibility Period Board Action Letter

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 District has concerns about meeting any of the deadlines set forth on page three of this letter, please notify the MSBA in writing by March 4, 2024. If you have questions or would like additional information regarding the Eligibility Period, please refer to our website and/or contact Sarah Przybylowicz at the MSBA (Sarah.Przybylowicz@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,



Mary L. Pichetti
Executive Director

Cc: Legislative Delegation
Theresa Whitman, Chair, Manchester-Essex Regional School Committee
Avi Urbas, Director of Finance, Manchester-Essex Regional School District
File: 10.2 Letters (Region 3)

Eligibility Period Schedule of Deliverables

Manchester-Essex Regional School District Essex Elementary School

MSBA Board of Director Meeting – December 13, 2023

Eligibility Period Commences – March 4, 2024		
MODULE ONE - Eligibility Period		
Deliverable	Days	Due Date and Status
Initial Compliance Certification	30	April 4, 2024 Required
School Building Committee	60	May 3, 2024 Required
Educational Profile Questionnaire	90	June 3, 2024 Required
Online Enrollment Projection	90	June 3, 2024 Required
Enrollment Meeting Held	180	August 30, 2024 Required
Maintenance and Capital Planning Information	180	August 30, 2024 Required
Local Vote Authorization	270	November 29, 2024 Required
Feasibility Study Agreement	270	November 29, 2024 Required
Eligibility Period Concludes – November 29, 2024		

Note: If the District has concerns about meeting any of the following deadlines, please let the MSBA know by March 4, 2024. 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.