

# ALTERNATIVE PLAN SUBMITTAL SHEET

School Administrative Unit Submitting Alternative Plan:

- Lewiston School Department

Contact Information:

Name: Leon Levesque, Superintendent

Address: 36 Oak Street

Lewiston, ME 04240

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email: llevesque@lewistonpublicschools.org

Date Plan Submitted by SAU: March 24, 2008

**The intent to submit an alternative plan has been approved by the Commissioner in the approval of the Notice of Intent?**

YES

NO

(If NO, please explain.)

## Alternative Plan Cover Sheet

(Please attach Alternative Plan as Exhibit A)

Plan Requirements				
Item	Complete	In Progress	Not Yet Started	Need Assistance <sup>1</sup>
Plan addresses how the SAU will reorganize administrative functions, duties and noninstructional personnel so that projected expenditures of RSU in fiscal 2008-2009 for the following areas will not have an adverse impact on the instructional program.				
<b>system administration</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>transportation</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>special education</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>facilities and maintenance</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plan addresses how cost savings will be achieved in fiscal 2008-2009 for the above four areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parameters for Plan Development				
Enrollment meets requirements (2,500 except where circumstances justify an exception)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
When viewed in conjunction with surrounding proposed units, may not result in one or more municipalities being denied the option to join an RSU	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Includes at least one publicly supported high school	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistent with policies set forth in section 1451	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No displacement of teachers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No displacement of students	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No closures of schools existing or operating during school year immediately preceding reorganization, except as permitted under section 1512	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collaborative Agreements				
			Yes	No
Does your plan currently include information/documentation on collaborative agreements? <i>(not required, but encouraged)</i>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> Please explain what assistance you need to complete this portion of your plan, and state from whom you need assistance, on the next page.



**LEWISTON SCHOOL DEPARTMENT  
ALTERNATIVE PLAN**

**Essential Programs and Services:** The proposed FY09 school budget is based on taxes and subsidy in the amount of \$44,773,780 and is \$958,974 or 2.09% below 100% EPS for 2008-2009 (\$45,732,754).

**System Administration:** Estimated EPS System Administration Allocation is \$1,139,009 (Exhibit A). The proposed FY09 school administrator expenditures reflect a budget of \$950,055 which is \$188,954 (2%) below the 2008-2009 EPS allocation. The school department will continue to monitor its staffing pattern and expenditures for the development of the FY2009 school budget.

**Transportation:** Estimated EPS Transportation Allocation is \$1,430,949 (Exhibit A). The proposed FY09 transportation expenditure of \$1,958,669 is \$527,720 (3.9%) over the 2008-2009 EPS allocation of \$1,430,949. Our school department is bound by a multi-year transportation contract with Hudson Bus Lines (Student Transportation Systems of America). Commencing in 2007-2008, Lewiston added four Pre-K classes and high school transportation to students who qualify. The Department of Education issues specific guidelines for Pre-K transportation requiring busses with seat restraints and a bus aide. In prior years, secondary students shared in the cost for bus transportation. We continue to face increased transportation costs because of the need to transport special education students to site-specific services outside the district. As a service center, we average between 70-80 out-of-district students per year. It is our understanding that the Department of Education is conducting a three-year review of the transportation funding model to consider adjustments for FY2009. To achieve efficiency in transportation costs, the school department is implementing the following steps:

- 1) Monitor and adjust in and out-of-district bus runs for special needs students to achieve the greatest efficiency and cost savings while maintaining high standards for safety.
- 2) Continue monthly meetings with Auburn and MSAD #52 to use regional bus runs for out-of-district students where feasible.
- 3) Review proposed FY2009 EPS allocation against proposed budget to ascertain efficiencies needed.
- 4) Work with transportation provider to achieve more efficiency.

**Special Education:** Estimated EPS Special Education Allocation is \$8,249,125 (ED 281-3/10/08). The proposed FY09 special education expenditure of \$10,259,206 is \$2,010,081 (2.4%) over the 2008-2009 EPS allocation of \$8,249,125. Lewiston serves over 850 special education students. Some 70-80 students require specialized services outside of the district. Many of these tuition costs are determined by the Department of Education. The school department provides yearly professional development to its special education staff to operate a program that recognizes special needs in accordance with the law in a least restrictive way. Although some costs are not in the school department's control, the following steps are being implemented for FY2009 budget development:

- 1) Operationalize a K-6 day treatment for emotionally disturbed students (ED) at McMahon Elementary School to serve district students and reduce out-of-district placement.
- 2) Conduct a study in FY2008 to determine cost benefit on converting present Pettingill School into a grade 7-12 day treatment program for ED students who presently receive out-of-district services.

- 3) Continue monthly meetings with Auburn and MSAD #52 to regionalize appropriate special education services.
- 4) Continue development of a public school program for autistic students. Program implementation began this school year in consultation with Margaret Murphy Foundation. Full implementation for up to 12 students is anticipated for 2009-2010 with the opening of a new Pre-K to 6 grade school.

**Operations and Maintenance of Facilities:** Estimated EPS Operations and Maintenance of Facilities is \$5,518,154 (Exhibit A). The proposed FY09 facilities and maintenance expenditures of \$4,538,590 is \$1,040,931 (18.9%) below the EPS allocation of \$5,518,154. A conversion of our FY2008 school budget to the new Handbook II Accounting format reveals that the school department presently operates within its Facilities and Maintenance EPS allocation. The school department will continue to monitor its expenses in relation to its designated allocation. Steps taken include:

- 1) Continue joint purchasing agreements with the Auburn School Department for heating fuel, custodial and maintenance supplies, and other cost-savings items for our facilities.
- 2) Installation of monitors on heating systems to regulate heat when needed.
- 3) Installation of new classroom lights for better lighting and use of less electricity.
- 4) Implementation of a maintenance schedule to keep facilities in good operating order.
- 5) Seek school construction funds and QZAB funds to replace and upgrade inefficient buildings.

**Required Statement:** To the best of my knowledge the projected expenditures in FY2008-2009 for system administration, transportation, special education, and facilities and maintenance will not have an adverse impact on the instructional program.

Exhibit A

Maine Department of Education  
Alternative Plan Financial Review

School Administrative Unit: Lewiston

1. 100% Essential Programs and Services

10/1/2006 Enrollment	Required Local	Additional Local	ED 281 Line 60 Subsidy	Taxes and Subsidy	100% EPS	Amount Over (Under) EPS	Percent Over (Under) EPS
5583.38	\$ 14,499,444	\$ -	\$ 29,237,395	\$ 43,736,839	\$ 45,366,371	\$ (1,629,532)	-3.59%

2. System Administration

FY '08 Budget*	Assessment K - 8	Assessment 9 - 12	100% EPS Total	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 1,235,882	\$ 1,428,086	\$ 571,530	\$ 1,999,615	\$ -	\$ (763,733)	-38.19%

Estimated 2008-09 100% EPS Allocation based on student counts used for 2007-08 funding = \$ 1,139,009

3. Operations and Maintenance of Facilities

FY '08 Budget*	Assessment K - 8	Assessment 9 - 12	100% EPS Total	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 4,596,051	\$ 3,802,925	\$ 1,823,757	\$ 5,626,682	\$ 12,000	\$ (1,042,631)	-18.53%

Estimated 2008-09 100% EPS Allocation based on student counts used for 2007-08 funding = \$ 5,518,154

4. Special Education

FY '08 Budget*	100% EPS Assessment	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 9,883,054	\$ 8,641,723	\$ 150,000	\$ 1,091,331	12.63%

Estimated 2008-09 100% EPS Allocation based on student counts used for 2007-08 funding = Not Available

5. Transportation

FY '08 Budget*	100% EPS Assessment	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 1,705,900	\$ 1,506,262	\$ -	\$ 199,638	13.25%

Estimated 2008-09 100% EPS Allocation based on student counts used for 2007-08 funding = \$ 1,430,949

\*FY '08 Budget information from MEDMS Financial Reporting.



STATE OF MAINE  
DEPARTMENT OF EDUCATION  
23 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0023

JOHN ELIAS BALDACCI  
GOVERNOR

SUSAN A. GENDRON  
COMMISSIONER

April 11, 2008

Leon Levesque, Superintendent  
Lewiston School Department  
36 Oak Street  
Lewiston, ME 04240

Dear Superintendent Levesque:

Thank you for the revised Alternative Plan that you submitted on behalf of Lewiston School Department on March 22, 2008 for Department review for compliance with the school reorganization law, P.L. 2007, chapter 240, Part XXXX.

I recognize how much time, effort and thoughtful work is required to complete an alternative plan and appreciate the efforts made, to date, by all those involved.

Members of my staff and I have reviewed the submission and offer the comments and notes listed below to assist you in completing the plan. If you make any substantive change(s) to any part of the plan beyond those listed below, please be sure to note those on the Updated Alternative Plan Cover Sheet Checklist, along with notation of those items that have changed per the notes contained in this response.

**General Documentation (Submittal Sheet)**

- All information submitted as required.

**Checklist/Plan Text Items**

Items Checked "Complete"

With respect to the items you checked as "complete", please note the following:

*\*Required Items*

The language in the reorganization law, P.L. 2007, chapter 240, Part XXXX-36(6)(F) requires that "... the projected expenditures in FY 2008-2009 for system administration, transportation, special education, and facilities and maintenance will not have an adverse impact on the instructional program". Please provide an

assurance to that effect in the plan; Department staff will check that assurance against data that was required to be submitted to the MEDMS Financial System in August, 2007.

We will review all items on the checklist again, upon your completion of the plan.

**SUBMISSION OF REVISIONS:**

Please provide the additional materials to complete your plan by June 13, 2008.  
Please include:

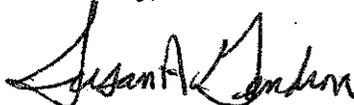
- Any additional data required
- An updated Submittal Page
- An updated Cover Sheet Checklist
- A copy of this Response from the Commissioner.

I will respond no more than 14 days after the revisions/additional materials are refiled with the Department. As you are the contact person identified on the Submittal Sheet, this response is addressed to you but with the understanding that you will share it with your school administrative unit board members.

Finally, what I am reviewing for approval is a plan (or a submission, if the plan is incomplete) which is by its very nature prospective, with steps yet to be taken or finalized; and any review comments or approval given are in relation to the elements required under P.L. 2007, chapter 240, Part XXXX but not the legality of all the activities proposed. Thus, I strongly recommend that you have your own legal advisor(s) review the details of any particular transaction proposed in your plan (particularly with respect to the disposition of property, to debt, and to employee contracts/relations) as you proceed, to ensure the legality of the steps you'll be taking to implement the plan. If that review leads to any substantive changes in any parts of your plan, please be sure to submit an amended plan to the Department for our review and our file.

Again, my sincere thanks for your efforts.

Sincerely,



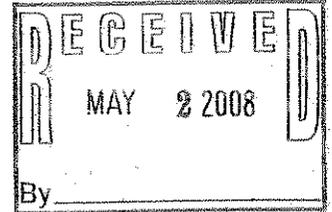
Susan A. Gendron  
Commissioner of Education



**LEWISTON  
PUBLIC SCHOOLS**

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April 29, 2008

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207-795-4108

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207-795-4104

Commissioner Susan Gendron  
Me. Department of Education  
23 State House Station  
Augusta, ME 04333-0023

Dear Commissioner Gendron:

Enclosed is my revised Alternative Plan with a revision on page two. If you have any further questions, please do not hesitate to contact me.

Sincerely,

Leon Levesque  
Superintendent of Schools

LL/dd

Enclosures