

The Oxford Hills School District M.S.A.D. #17

1570 Main St., Suite 11 Oxford, Maine 04270
Phone (207) 743-8972 fax (207) 743-2878
www.sad17.k12.me.us

Dr. Mark S. Eastman, *Superintendent of Schools*
Richard Colpitts, *Assistant Superintendent*
Kathryn Elkins, *Director of Curriculum*



Marjorie Gray, *Director of Special Services*
Catherine Fanjoy, *Business Manager*

Harrison * Hebron * Norway * Otisfield * Oxford * Paris * Waterford * West Paris

September 16, 2008

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

RE: ALTERNATIVE PLAN, REVISED FILING

Dear Commissioner ^{Gue}Gendron;

Enclosed please find the latest plan with requested revisions. Thank you for your assistance.

Sincerely,



Dr. Mark S. Eastman
Superintendent of Schools

pc: Ron Kugell, Board Chair

ALTERNATIVE PLAN SUBMITTAL SHEET

School Administrative Unit Submitting Alternative Plan:

- MSAD #17

Contact Information:

Name: Dr. Mark Eastman, Superintendent of Schools

Address: 1570 Main Street, Suite 11
Oxford, ME 04270

Telephone: 207-743-8972

email: mark_eastman@sad17.k12.me.us

Date Plan Submitted by SAU: November 28, 2007

Revisions submitted September 4, 2008

Revisions submitted September 17, 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 ¹
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.				
system administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
special education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
facilities and maintenance	<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 type="checkbox"/>	<input checked="" type="checkbox"/>

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

ALTERNATIVE PLAN
Revised September 17, 2008

SAU Submitting: MSAD #17

Contact Information: Dr. Mark Eastman, Superintendent of Schools
1570 Main Street, Suite 11
Oxford, ME 04270
207-743-8972 207-743-2878 (fax)

Date Submitted by SAU: *November 30, 2007 – September 4, 2008 –
September 17, 2008*

*MSAD #17's Letter of Intent to submit an Alternative Plan was approved by
Commissioner Susan A. Gendron on September 13, 2007. The
Commissioner requested continued exploration with MSAD #39.*

*After all options for collaboration were considered, the Board voted on
September 2, 2008 to file a revised Alternative Plan.*

2. The alternative plan must address how the SAU will reorganize administrative functions, duties and non-instructional personnel so that the projected expenditures of the SAU 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 describe.**

System Administration

The budgeted expenditures for System Administration for FY 2008-2009 are \$698,320. This is \$60,681 less than the budgeted expenditures for FY 2007-2008, and \$23,330 less than the EPS allocation for this cost center.

The following reductions have been made:

- ✓ The Assistant Superintendent position has been reduced from full time to a 60/40 shared position with MSAD #39.*
- ✓ A half time administrative assistant position has been eliminated*

Special Education

The projected expenditures in Special Education for FY 2008-2009 are \$3,318,082, which is \$276,755 higher than the previous year, but \$100,620 less than the EPS allocation for special education.

We have established in-district programs that have reduced our out-of-district costs and enable us to budget less than comparable school systems for special education services.

Facilities & Maintenance

The budgeted expenditures for Facilities and Maintenance for FY 2008-2009 are \$3,752,115, which is \$220,767 higher than the previous year. The cost for electricity and heating oil has increased by more than \$500,000. We increased the amount budgeted for this one item, five times throughout the budget process. With this significant increase in a largely uncontrollable cost, we were not able to keep this cost center under the EPS allocation of \$3,515,331 without jeopardizing the health and safety of our students and staff.

The following reductions have been made:

- ✓ A support position was eliminated and the responsibilities reassigned.**
- ✓ An energy retrofit project was completed using a performance contract which has reduced our kilowatt consumption by 25% and our heating oil consumption by 10%.**
- ✓ We are now pursuing the installation of a biomass burner for our high school, which will have a payback of less than 5 years.**

Transportation

The budgeted expenditures for Transportation for FY 2008-2009 are \$2,401,494, which is \$157,041 higher than the previous year. The increase for diesel fuel costs is \$140,000 of this increase.

The following reductions have been made:

- ✓ A waste oil burner was installed to reduce the cost of heating our bus garage.**
- ✓ A supervisor position was eliminated and the responsibilities reassigned.**
- ✓ Noon bus runs were eliminated.**

This cost center's budget is \$453,187 higher than the EPS allocation. Due to the geographic size of our school district and the limited number of buses and bus drivers, we operate two bus runs in the morning and two in the afternoon. The fact that we have to cover over 400 square miles requires two complete bus runs both morning and afternoon, amounting to 4000+ miles daily. This also forces us to have 1 hour and 15 minute

staggard times for K-6 and 7-12. This is an excellent example where consolidation does not save costs. We urge the Department to revise the EPS template to accommodate and recognize double runs.

Despite significant increases in the cost of energy, we have been able to keep our instructional program intact.

COLLABORATIVE AGREEMENTS

Collaborative agreements are agreements to share the responsibility for and cost of the delivery of certain administrative, instructional and non-instructional functions. "Collaborative agreements" includes, but is not limited to:

- A. Shared purchasing or contract agreements;
- B. Agreements for shared staff or staff training;
- C. Agreements to share technology or technology support;
- D. Agreements to provide special education programs and support services;
- E. Agreements to share accounting, payroll and financial management services;
- F. Agreements to coordinate transportation routing and vehicle maintenance;
- G. Agreements to share food service planning and purchasing; and
- H. Agreements to coordinate energy and facilities management.

A school administrative unit may enter into collaborative agreements with other school administrative units and, whenever possible, with local and county governments and State Government, to achieve efficiencies and reduce costs in the delivery of administrative, instructional and non-instructional functions.

A collaborative agreement between 2 or more previous education units may remain in effect after July 1, 2008. Notwithstanding any other provision of law to the contrary, collaborative agreements in existence on the effective date of this section may be extended or modified by the parties to the collaborative agreement.

Please describe any collaborative agreements proposed by the SAU.

No collaboratives are proposed at this time.

DOE USE ONLY: Date Received: _____
DOE USE ONLY: Date Reviewed/Approved _____
DOE USE ONLY: Date of Commissioner Response re: Approval _____
DOE USE ONLY: Date Returned to SAU for Revisions _____
DOE USE ONLY: Due Date for Revisions from SAU _____
DOE USE ONLY: Date Revisions Reviewed/Approved _____
DOE USE ONLY: Date of Commissioner Response re: Revised Plan _____



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

JOHN ELIAS BALDACCI
GOVERNOR

SUSAN A. GENDRON
COMMISSIONER

September 11, 2008

Received

Mark Eastman, Superintendent
MSAD 17
1570 Main St., Suite 11
Oxford, ME 04270

SEP 19 2008

Maine Department of Education

Dear Superintendent Eastman:

Thank you for the revised Alternative Plan that you submitted on behalf of MSAD 17 on September 5, 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.

Also, please clarify the relationship between MSAD 17 and MSAD 39, as MSAD 39 has made no reference in its plan with MSAD 21 et al. to this relationship continuing; please address specifically the 60/40 shared position of Assistant Superintendent as referenced on page 5 of your recent submission.

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 Friday, November 14, 2008. Please include:

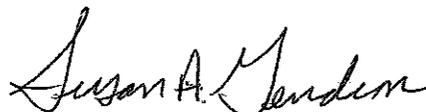
- Any additional data required
- An updated Submittal Page
- An updated Cover Sheet Checklist
- A copy of this Response from the Commissioner.

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