REC'D JUN 10 2008

June 9, 2008

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

Dear Commissioner Gendron:

This letter is in response to your April 11, 2008 request for more information regarding Auburn's Alternative Plan and our efforts to comply with the fiscal requirements as specified in school reorganization law, P.L. 2007, Chapter 240, Part XXX.

The following chart reflects an updated comparison using the Department of Education's adjusted allocations for System Administration and Operations and Maintenance as well as Auburn's approved 2008-09 budget. Auburn's 2008-09 budget was approved by our voters on May 6th and formally adopted by the City Council.

	Auburn's BVR Approved 2008-09 Budget	ED 281	Variance ED 281 Comparison
System Administration	$735,847	$803,367	($67,520) Below EPS
Special Education	$6,789,869	$5,365,301	$1,424,568
Facilities Maintenance	$3,186,470	$3,898,690	($712,220) Below EPS
Transportation	$1,181,516	$1,071,407	$110,109

2008-09 Budget Combined State & Local Auburn	**2008-09 100% EPS Allocation ED 281 Line 63**	**Below 100% EPS**
$31,180,906	$31,202,978	$22,072

While Auburn School Department's approved budget for 2008-09 is $22,072 below 100% EPS, hard choices were made during the budget process to streamline, reduce and eliminate programs and services in such a way as to minimize the impact on quality educational programming for all students. This fiscal and educational goal was achieved by reducing 17.5 FTE positions and holding expenditures to a 1.42 % increase from the previous year. However, the future will require new untested measures to live within ever tightening budgetary parameters most recently jolted by the rockiness of surging energy costs.

The volatility of the oil market is more than unsettling for Auburn. Alert to lessons learned from past energy shortages and cost increases, Auburn is now forecasted to have an estimated $500,000 energy shortfall for the coming year. Looking ahead to the heating season of 2008-09, we are now maneuvering aggressively to offset the impact of this shortfall while delivering upon our promise to provide a quality education for all children. Ever resourceful, we're now filling every empty and partially empty tank with our remaining $1.95 a gallon oil before our contract with distributors expires on July 1st. Yes, the nation's de facto energy policy has all the potential to make school life untenable, but we're working hard to reduce its impact and position ourselves for the future.

Higher diesel and gasoline costs have also continued to strain our Transportation Cost Center. We're optimistic that a one year Medicaid moratorium will at least delay new costs incurred for the transportation of thirty-six out of district special education placements next year. We're also exploring measures to further reduce costs including outsourcing portions of transportation for special education, scaling back on field trips and away athletic scrimmages and revisiting our conveyance routes and policies.

While the pulse of fiscal uncertainty exacerbated by energy volatility is upon us, our determination to call upon fiscal magic and ingenuity to maintain the educational health of the institution and service to our youth is unwavering. *Yes, Auburn's projected expenditures for FY 2008-09 for system administration, transportation, special education and facilities and maintenance will not have an adverse impact on our instructional program.*

It is important to note that much of the above information regarding energy costs are detailed in the attached Exhibits A, B, C, and D.

Sincerely,

Thomas Morrill, Superintendent

SUPERINTENDENT
Barbara J. Eretzian
ASST. SUPERINTENDENT
Thomas W. Morrill
BUSINESS MANAGER
Jude G. Cyr

CITY OF AUBURN
Department of Education
AUBURN, MAINE 04210

www.auburnschl.edu

60 Court Street, Suite 227
Post Office Box 800
Auburn, Maine 04212-0800
207-753-9300
FAX: 207-784-2969

ALTERNATIVE PLAN SUBMITTAL SHEET

School Administrative Unit Submitting Alternative Plan:

- Auburn School Department

Contact Information:

Name: Thomas Morrill
Address: 60 Court Street, Suite 227
PO Box 800
Auburn, ME 04212-0800
Telephone: 207-333-6601 ext. 1201
email: superintendent@auburnschl.ecu

Date Plan Submitted by SAU: 9 June 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	☒	☐	☐	☐
transportation	☒	☐	☐	☐
special education	☒	☐	☐	☐
facilities and maintenance	☒	☐	☐	☐
Plan addresses how cost savings will be achieved in fiscal 2008-2009 for the above four areas.	☒	☐	☐	☐
Parameters for Plan Development				
Enrollment meets requirements (2,500 except where circumstances justify an exception)	☒	☐	☐	☐
When viewed in conjunction with surrounding proposed units, may not result in one or more municipalities being denied the option to join an RSU	☒	☐	☐	☐
Includes at least one publicly supported high school	☒	☐	☐	☐
Consistent with policies set forth in section 1451	☒	☐	☐	☐
No displacement of teachers	☒	☐	☐	☐
No displacement of students	☒	☐	☐	☐
No closures of schools existing or operating during school year immediately preceding reorganization, except as permitted under section 1512	☒	☐	☐	☐

Collaborative Agreements		
	Yes	No
Does your plan currently include information/documentation on collaborative agreements? *(not required, but encouraged)*	☒	☐

[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.**

Exceptions to 2,500 minimum

Actual number of students for which the SAU is fiscally responsible: _____

Exception	Exception Claimed in Plan	Documentation Provided? (Please attach as Exhibit B)	
		Yes	No
Geography	☐	☐	☐
Demographics	☐	☐	☐
Economics	☐	☐	☐
Transportation	☐	☐	☐
Population Density	☐	☐	☐
Other Unique Circumstances	☐	☐	☐

Assistance Needs –

Please use this section to describe your needs for assistance and from whom you need assistance.

Law Reference/Required Element	Explanation of your assistance need	Assistance needed from whom?

Auburn School Department - FY '09

Resident Pupils	K - 8	9 - 12	Total
Apr 2005	2364	1114	3478
Oct 2005	2330	1137	3467
Apr 2006	2307	1092	3399
Oct 2006	2334	1144	3478
Apr 2007	2359	1121	3480
Oct 2007	2434	1129	3563
2006 Avg	2396.5	1125	3521.5
Total Avg	2354.666667	1122.833333	3477.5

	K - 8	9 - 12	Total
Basic	2396.5	1125	3521.5
Declining Enrollment	0	0	0
Adult Ed		13.2	13.2
Equiv Instruction	2	1.875	3.875
Weighted Counts			
Disadvantaged:	162.3	76.05	238.35
LEP	60.5	14.5	75
Targeted Funds			
K - 2 Pupils	86.15		86.15
Total Pupils	**2707.45**	**1230.625**	**3938.075**
System Admin Allowance	204	204	
System Admin EPS Allocation	**$ 552,319.80**	**$ 251,047.50**	**$ 803,367.30**
Op & Maint Allowance	935	1111	
Op & Maint EPS Allocation	**$ 2,531,465.75**	**$ 1,367,224.38**	**$ 3,898,690.13**

The difference is that we rounded the enrollment up.

Energy Data

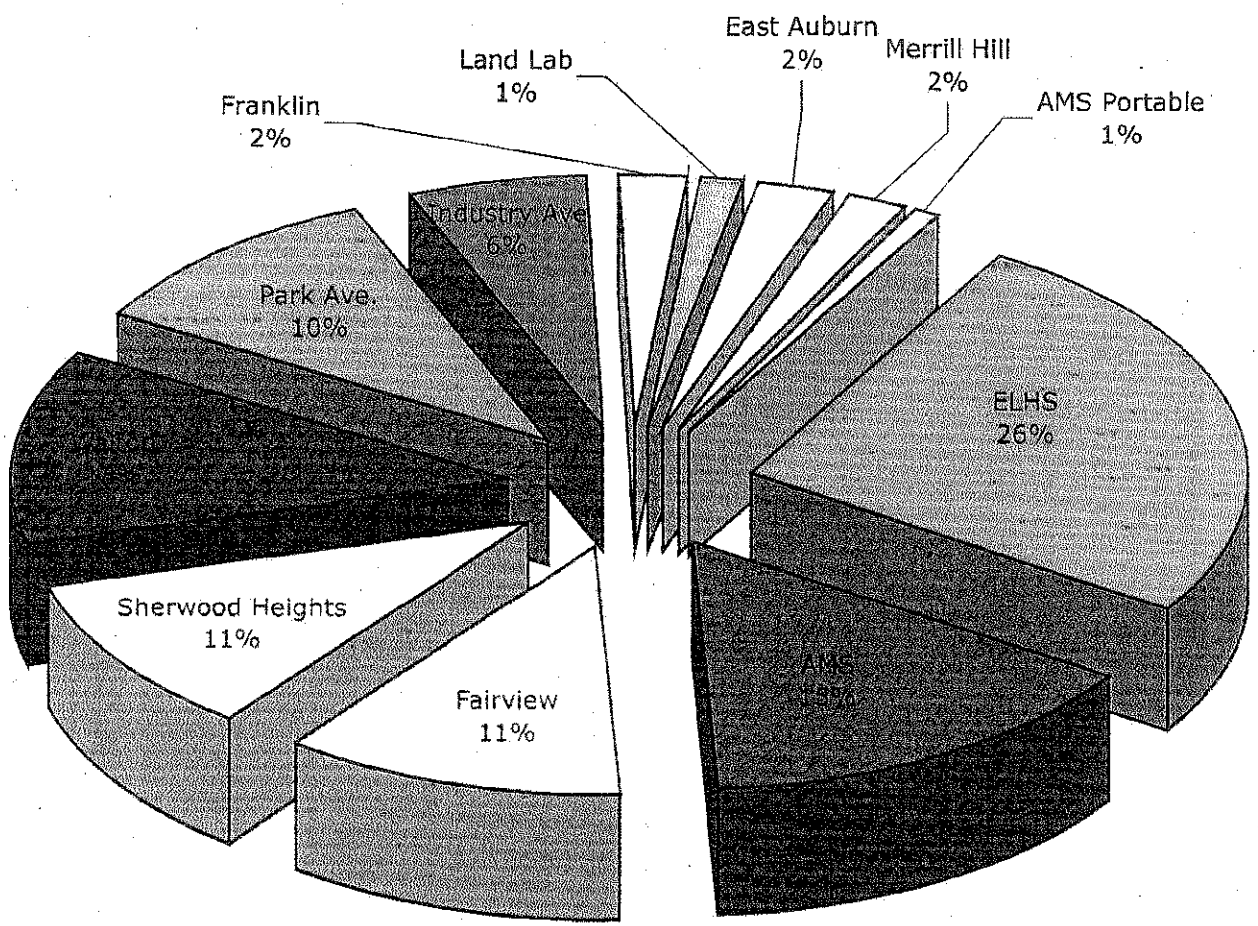
AUBURN SCHOOL DEPT.	Annual Consumption	
ELHS - 77 Harris Ave.	70,000	20,000
AMS - 38 Falcon Dr.	41,000	10,000
Fairview -397 Minot Ave.	30,000	10,000
ierwood Heights - 32 Sherwood Dr.	29,000	10,000
Walton - 92 Mary Carroll St.	34,000	8,000
Park Ave. - 161 Park Ave.	28,000	4,000
Webster - 99 Hampshire St.	16,000	2,000
Industry Ave	16,000	1,000
Franklin - 23 High St.	5,600	500
Land Lab - West Auburn Rd.	4,000	500
East Auburn - 15 Andrew Dr.	6,600	500
Merrill Hill - 16 Western Ave.	5,700	500
AMS Portable	2,000	275
115 Whitney	2,000	275
	289,900	

Oil Usage History

Location	03-04 Actual	05-06 Actual	06-07 Actual	07-08 Projected	08-09 Budget	08-09 Market	Gal Market $ 4.3311
AMS	$ 27,806	$ 34,002	$ 49,930	$ 47,900	$ 105,922	$ 183,500	
AMS Portable	$ 446	$ 498					
Park Ave.		$ -	$ 25,317	$ 28,197	$ 67,741	$ 117,355	
Franklin/Chamberlain	$ 5,646	$ 12,481	$ 11,735	$ 12,374	$ 14,048	$ 24,336	
Land Lab	$ 4,189	$ 5,751	$ 8,632	$ 7,409	$ 19,712	$ 34,151	
ELHS	$ 61,784	$ 109,034	$ 118,583	$ 139,318	$ 169,968	$ 294,458	
Walton	$ 37,807	$ 54,994	$ 58,527	$ 72,323	$ 82,520	$ 142,961	
Webster	$ 18,686	$ 24,725	$ 699	$ 6,859	$ -		
East Auburn	$ 6,377	$ 10,402	$ 10,684	$ 17,713	$ 16,054	$ 27,814	
Fairveiw	$ 27,955	$ 36,062	$ 75,805	$ 58,263	$ 73,899	$ 128,201	
Franklin [old]	$ 2,559	$ -	$ -	$ -	$ -	$ -	
Lake	$ 9,154	$ 10,463	$ -	$ -	$ -	$ -	
Sherwood	$ 19,070	$ 37,857	$ 54,020	$ 59,179	$ 71,436	$ 123,757	
Merrill Hill	$ 5,201	$ 8,309	$ 9,559	$ 10,500	$ 14,298	$ 24,770	
Industry Ave	$ 16,454	$ 9,495	$ 13,529	$ 13,197	$ 35,621	$ 61,714	
Total Expenditures- #2 Fuel	$ 243,134	$ 354,073	$ 437,020	$ 473,232	$ 671,219	$ 1,163,017	
Transportation - Diesel Fuel		$ 89,733.00	$ 83,772.00	$ 127,868.00	$ 168,000.00	$ 189,679.00	

Bottled/Propane Gas	05-06 Actual	06-07 Actual	07-08 Projected	08-09 Budget	08-09 Market
East Auburn	$ 6,625.00	$ 7,901.00	$ 8,192.00	$ 10,322.00	
Washburn	$ 13,504.00	$ 11,341.00	$ 20,183.00	$ 25,306.00	
Auburn Hall	$ 18,527.00	$ 19,742.00	$ 21,470.00	$ 27,054.00	
Park Ave.	$ 1,887.00	$ 1,278.00	$ 1,350.00	$ 1,701.00	
Fairview	$ 2,308.00	$ 518.00	$ 2,010.00	$ 1,600.00	
ELHS	$ 10,348.00	$ 10,074.00	$ 13,786.00	$ 9,232.00	
AMS	$ 1,618.00	$ 2,247.00	$ 4,637.00	$ 1,521.00	
Webster	$ 1,965.00	$ -		$ -	
	$ 56,782.00	$ 53,101.00	$ 71,628.00	$ 76,736.00	

Average #2 Fuel Oil Annual Consumption
(271,900 Gallons) by Location



#2 Fuel Oil Expenditure History by Location/by Year 2003-2009

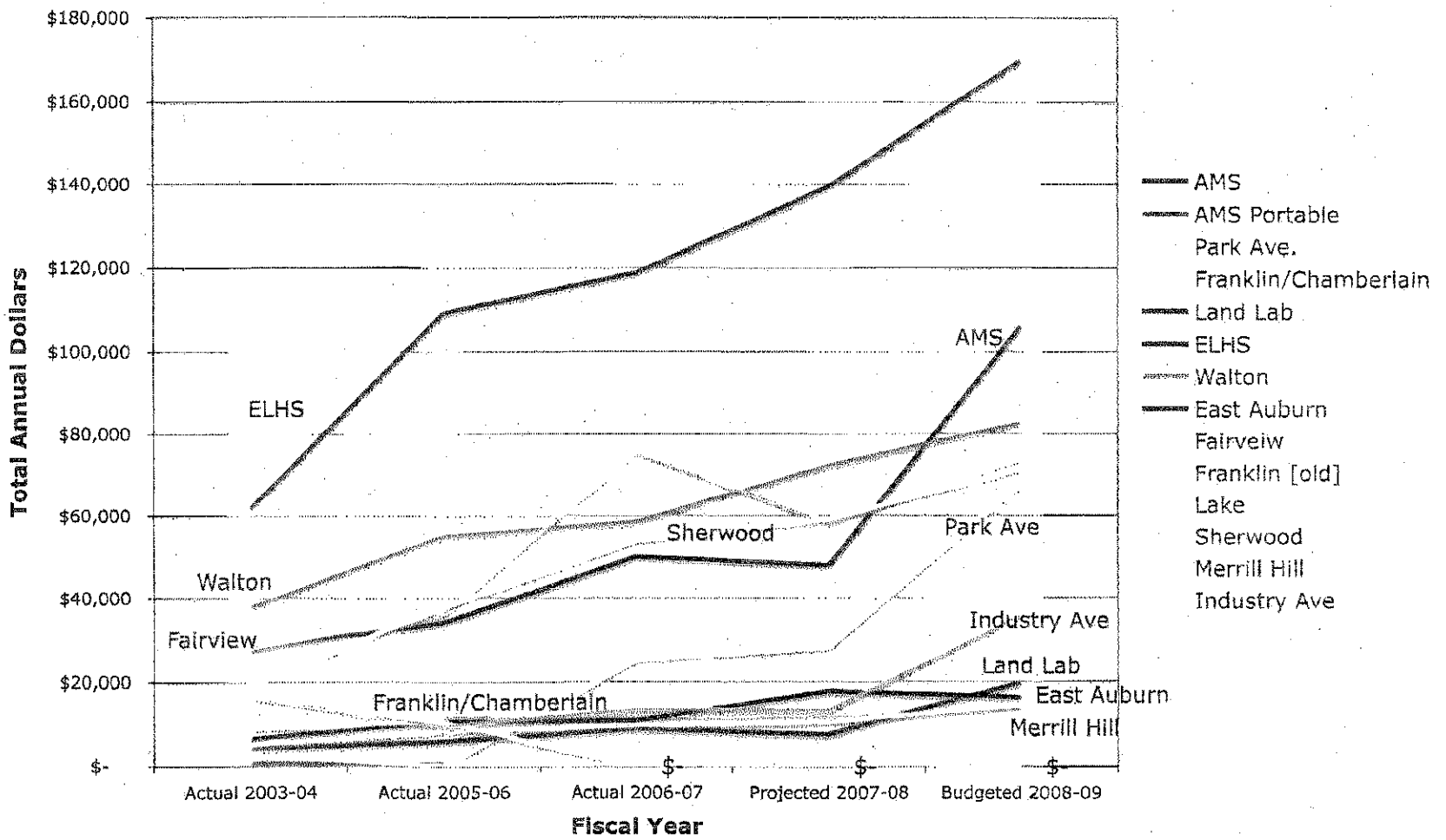
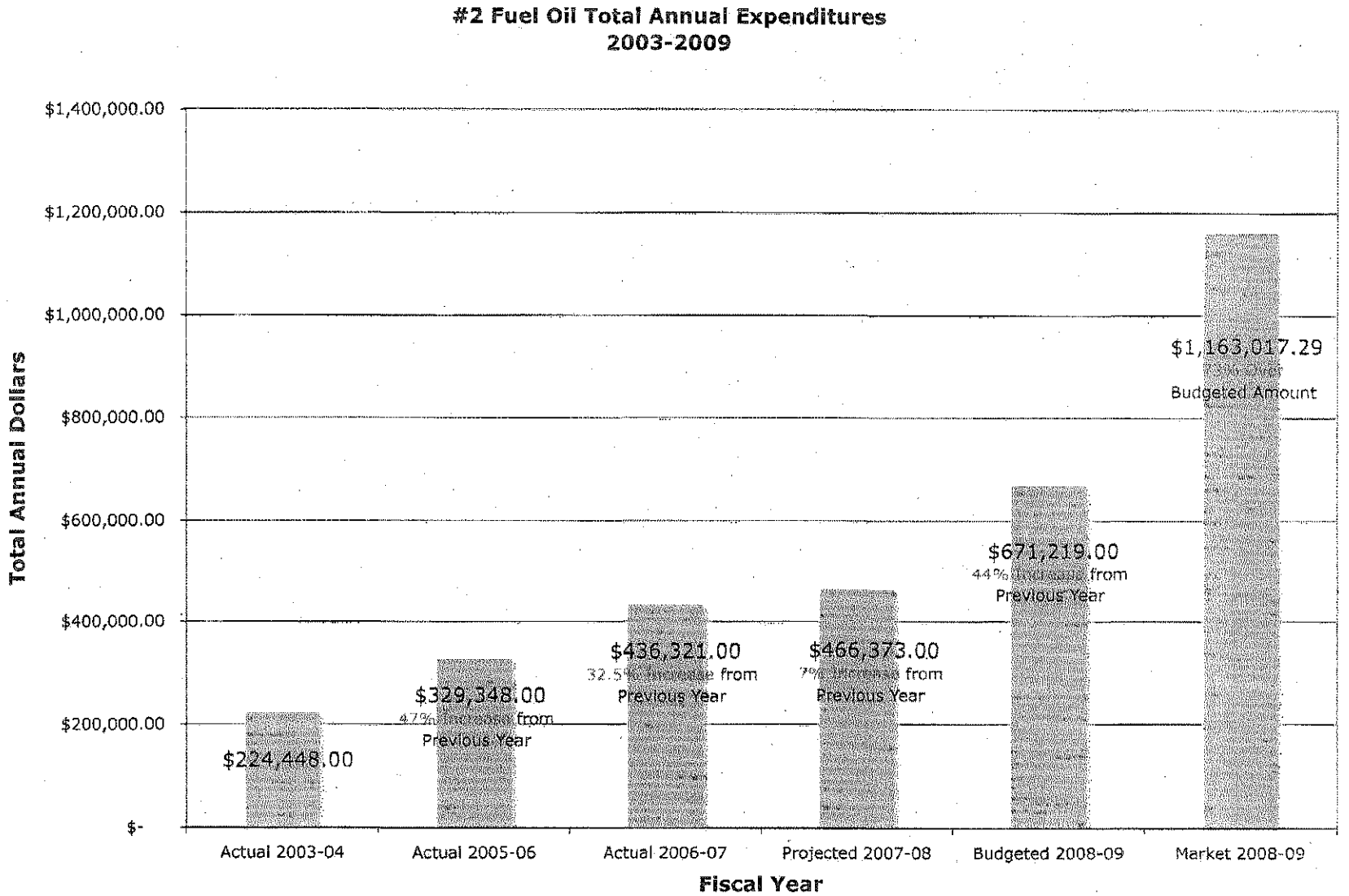


Exhibit D


#2 Fuel Oil Total Annual Expenditures
2003-2009
$1,400,000.00
$1,200,000.00
$1,000,000.00
$800,000.00
$600,000.00
$400,000.00
$200,000.00
$-
Total Annual Dollars
$224,448.00
$329,348.00
47% Increase from Previous Year
$436,321.00
32.5% Increase from Previous Year
$466,373.00
7% Increase from Previous Year
$671,219.00
44% Increase from Previous Year
$1,163,017.29
73% Over Budgeted Amount
Actual 2003-04
Actual 2005-06
Actual 2006-07
Projected 2007-08
Budgeted 2008-09
Market 2008-09
Fiscal Year

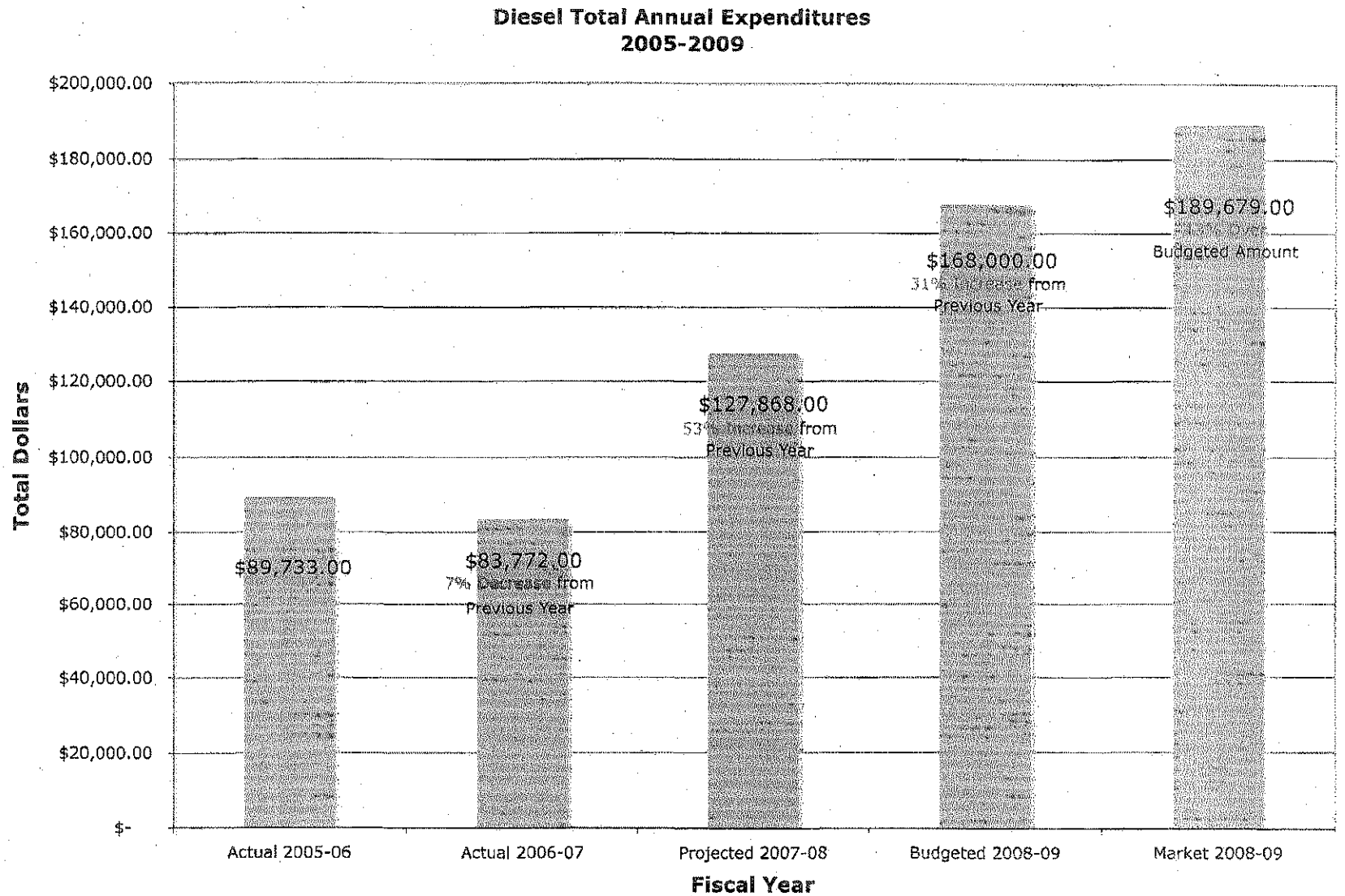
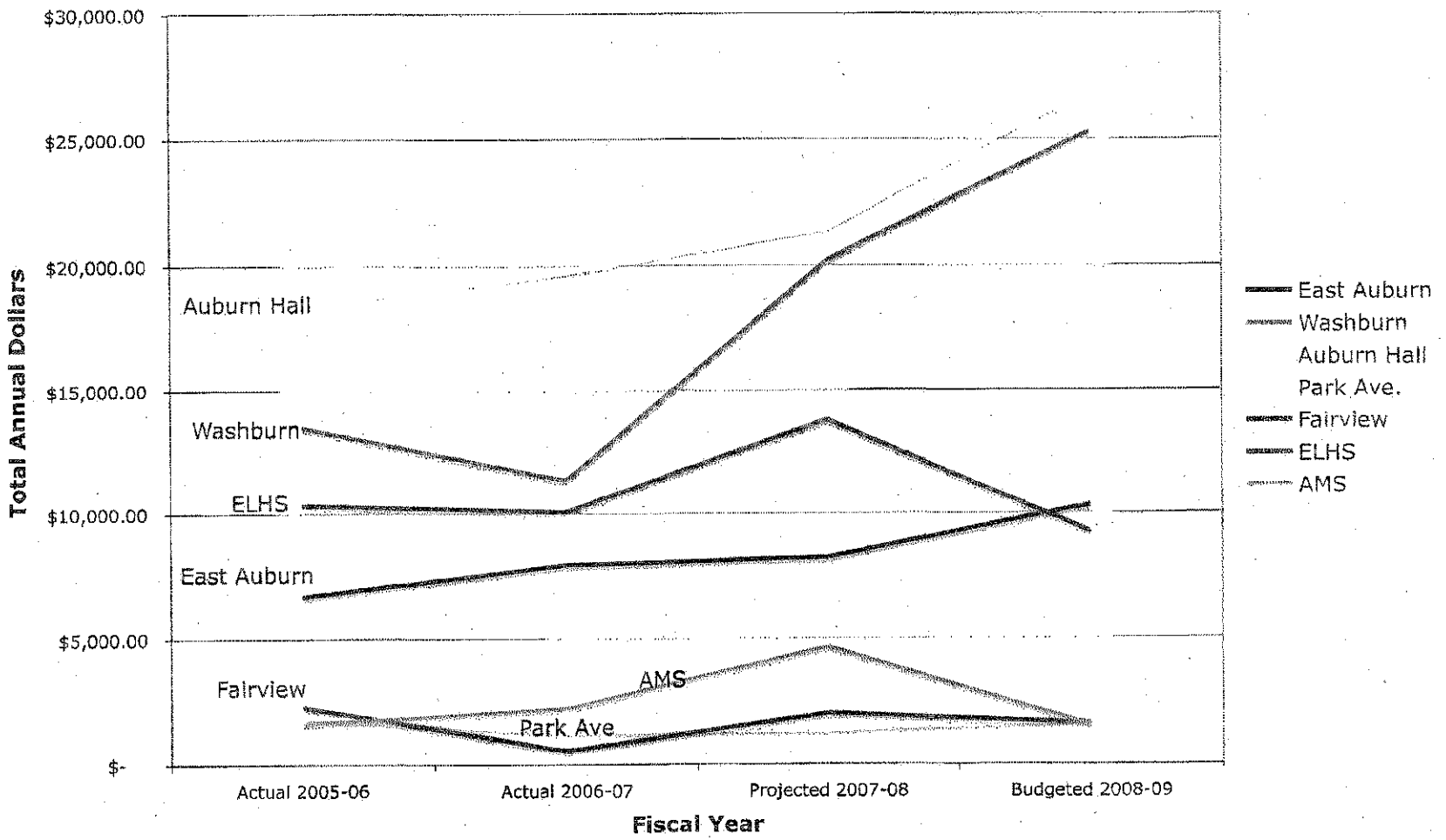
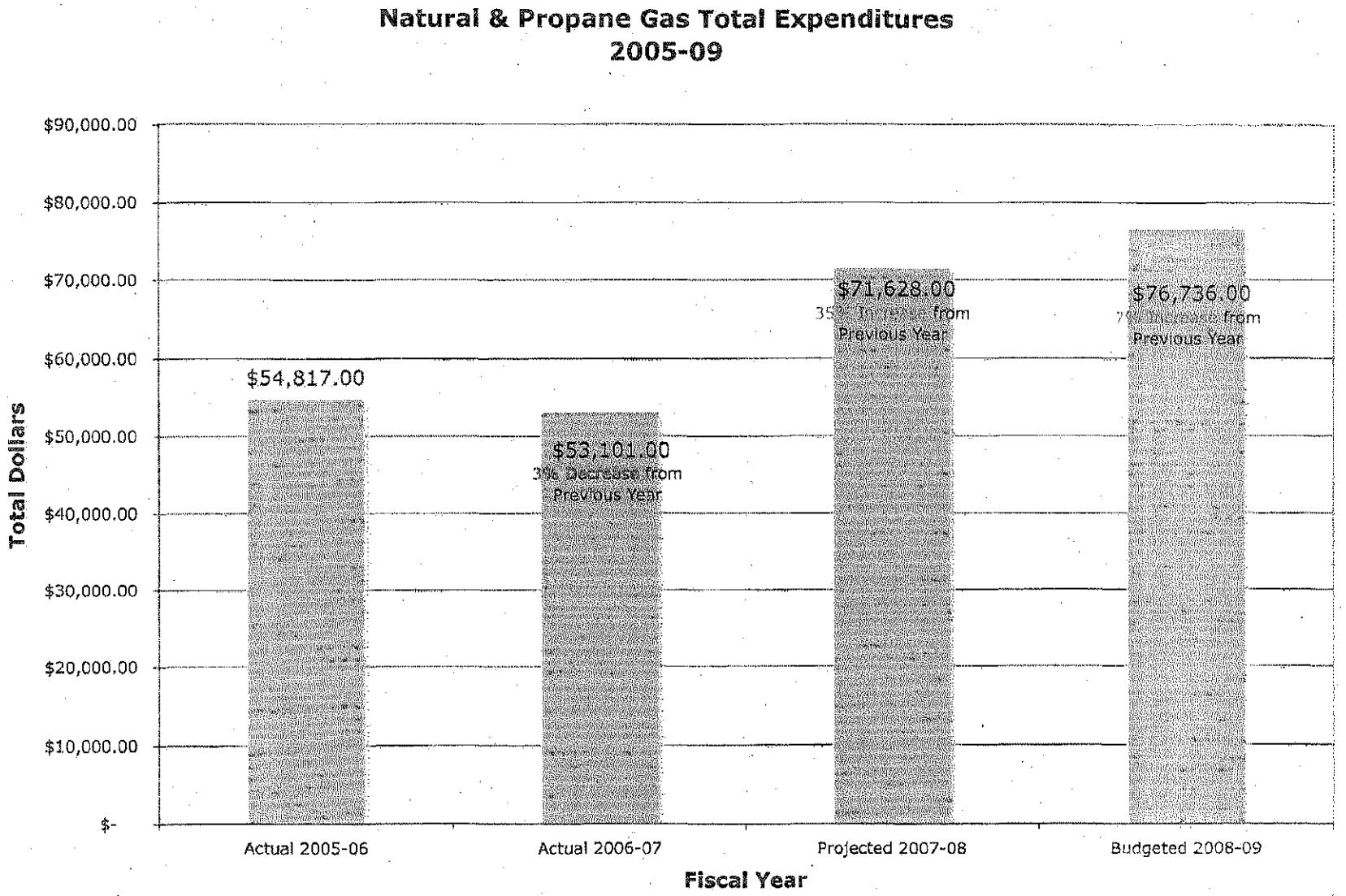

Diesel Total Annual Expenditures
2005-2009
$200,000.00
$180,000.00
$160,000.00
$140,000.00
$120,000.00
$100,000.00
$80,000.00
$60,000.00
$40,000.00
$20,000.00
$-
Total Dollars
$89,733.00
$83,772.00
7% Decrease from Previous Year
$127,868.00
53% Increase from Previous Year
$168,000.00
31% Increase from Previous Year
$189,679.00
13% Over Budgeted Amount
Actual 2005-06
Actual 2006-07
Projected 2007-08
Budgeted 2008-09
Market 2008-09
Fiscal Year

Exhibit F

Propane & Natrual Gas Expenditure History by Location/by Year 2005-2009




Natural & Propane Gas Total Expenditures
2005-09
$90,000.00
$80,000.00
$70,000.00
$60,000.00
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$10,000.00
$-
Total Dollars
$54,817.00
$53,101.00
3% Decrease from Previous Year
$71,628.00
35% Increase from Previous Year
$76,736.00
7% Increase from Previous Year
Actual 2005-06
Actual 2006-07
Projected 2007-08
Budgeted 2008-09
Fiscal Year

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

Thomas Morrill, Superintendent
Auburn School Department
PO Box 800
Auburn, ME 04212-0800

Dear Superintendent Morrill:

Thank you for the revised Alternative Plan that you submitted on behalf of Auburn School Department on March 28, 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 enclosed document contains actual Essential Programs and Services allocation amounts for FY '09. Please use these figures on your comparison chart and recalculate the variance amount. If you have questions concerning the use of these figures, please email Karla Miller or Suzan Beaudoin at karla.miller@maine.gov or suzan.beaudoin@maine.gov for assistance.

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

Enc.

cc: Gerald Clockedile, Facilitator

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

This form updated 7/12/07

List of Superintendents of Schools requesting the reorganization of the following school administrative units -- (*must be a joint request*) :

Superintendent Name	***School Administrative Unit***
Thomas Morrill	Auburn School Department
Dennis Duquette	School Union #29

List of School Administrative Unit(s) for reorganization proposal - (please only one proposal per request form):

List School Administrative Units (SAU):	***List Member Municipalities in each SAU:***
Auburn School Department	Auburn
School Union #29	Poland, Mechanic Falls, Minot

(Please duplicate this page as necessary)

ADDITIONAL INFORMATION REQUIRED FROM THE LOCAL SCHOOL UNITS LISTED IN THIS PROPOSAL:

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

This form updated 7/12/07

Note: Early submission of the 2007-08 budget information through the MEDMS Financial System will facilitate completion of this financial analysis. See Administrative Letter #20 "FY 2007-2008 Budget Reporting - 2/13/07".

2007-08 General Fund Budget Information:

Attached to this request, please provided the following financial information for each of the above school administrative units. For school administrative districts and community school districts -- please provide budgeted "amounts" for each member municipality.

$	622,944.00	***Balance Forward (amount of prior year ending balance for 2007-08 budget).***
$	6,206,448.00	***Required Local Share amount -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec.1.***
		Local amount raised for non-state funded Debt Service amount -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec. 2.
$	2,520,532.00	***Additional local amount raised -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec. 2.***
$	197,997.00	***List of any reserve funds and amounts.***

Note: The following categories are based on 20-A MRSA Section 1485 Cost Center Summary Budget Format. If you need more information on what is included in these categories, please refer to the Accounting Handbook and Model Chart of Accounts available on the following Department website: http://www.maine.gov/education/data/handbook/handbookmenu.htm

Other information regarding 2007-08 budgets:

Attached to this request, please provide the information requested below, answers to any questions below and any other information you feel would be pertinent to the financial analysis.

(A Budget Categories Information Information sheet is available on the Planning and Resources website.)
http://www.maine.gov/education/supportingschools/planning.html

Regular Instruction (including K-2 Instructional programs, Alternative Education, and English as a 2nd Language):

Do any of the above units tuition students to private school or another school administrative unit not listed in this proposal?
If yes, please provide a list of these units, indicating how many students and the school(s) they are attending.

Special Education (including Gifted & Talented Programs):

Do any of the above units tuition students to private school or another school administrative unit not listed in this proposal?
If yes, please provide a list of these units, indicating how many students and the school(s) they are attending.

Career & Technical Education:

Please provide a list of the above units that operates a Career & Technical Education "Center".
Please provide a list of the above units that pay an assessment to a Career & Technical Education "Center".
Please provide a list of the above units that pay an assessment to a Career & Technical Education "Region".

System administration:

Please provide a list of Superintendent's Office personnel - staff associated with the overall general administration of or

Reorganization Data Request Form for 2007-08 Financial Analysis
This must be a joint application from the school administrative units involved in the proposed reorganization.

This form updated 7/12/07

executive responsibility for the entire school administrative unit (i.e., superintendent, assistance superintendent, secretaries, etc.). Please provide a list of Central Services personnel - staff associated with fiscal services, human resources, planning, and administrative information technology (i.e., business administrator/manager, bookeepers, secretaries, etc.).

Transportation:

Please provide a list of the above units that operate their own transportation.
Please provide a list of the above units that contract for transportation with another school unit.
Please provide list of the above units that contract for transportation with a private organization.

Debt Service:

If these units have any "local only" debt, please provide copies of amortization schedules for this "local only" debt with this request.

Operation & Maintenance of Plant (includes maintenance, custodial, capital enhancement & improvement, renovation & renewal):

Other Instruction (includes co-curricular, extra-curricular, summer school, post secondary enrollment):

School administration (includes principal's office)

Student and staff support (includes guidance, health, library, improvement of instruction, instructional staff training, instructional technology, student assessment):

All other expenditures (including School Lunch)*:*

--School Lunch:

If these units have locally supported school lunch, please provide a list of which units and the amount of local funds included in their budgets.

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

DOE Date Received

This form updated 7/12/07

List of Superintendents of Schools requesting the reorganization of the following school administrative units -- (*must be a joint request*) :

Superintendent Name	***School Administrative Unit***	***Signature / Date***
Thomas Morrill	Auburn School Department	
Darlene Burdin	School Administrative District #52	

List of School Administrative Unit(s) for reorganization proposal - (please only one proposal per request form):

List School Administrative Units (SAU):	***List Member Municipalities in each SAU:***
Auburn School Department	Auburn
School Administrative District @52	Turner, Greene, Leeds

(Please duplicate this page as necessary)

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

This form updated 7/12/07

DOE Date Received

ADDITIONAL INFORMATION REQUIRED FROM THE LOCAL SCHOOL UNITS LISTED IN THIS PROPOSAL:

Note: Early submission of the 2007-08 budget information through the MEDMS Financial System will facilitate completion of this financial analysis. See Administrative Letter #20 "FY 2007-2008 Budget Reporting - 2/13/07".

2007-08 General Fund Budget Information:

Attached to this request, please provided the following financial information for each of the above school administrative units. For school administrative districts and community school districts -- please provide budgeted "amounts" for each member municipality.

Please see attached sheets for 1-5 below:

1 ***Balance Forward (amount of prior year ending balance for 2007-08 budget).***
2 ***Required Local Share amount -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec.1.***
3 ***Local amount raised for non-state funded Debt Service amount -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec. 2.***
4 ***Additional local amount raised -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec. 2.***
5 ***List of any reserve funds and amounts.***

Note: The following categories are based on 20-A MRSA Section 1485 Cost Center Summary Budget Format. If you need more information on what is included in these categories, please refer to the Accounting Handbook and Model Chart of Accounts available on the following Department website: http://www.maine.gov/education/data/handbook/handbookmenu.htm

Other information regarding 2007-08 budgets:

Attached to this request, please provide the information requested below, answers to any questions below and any other information you feel would be pertinent to the financial analysis.

(A Budget Categories Information Information sheet is available on the Planning and Resources website.)

http://www.maine.gov/education/supportingschools/planning.html

Regular Instruction (including K-2 Instructional programs, Alternative Education, and English as a 2nd Language)*:*

Do any of the above units tuition students to private school or another school administrative unit not listed in this proposal?
If yes, please provide a list of these units, indicating how many students and the school(s) they are attending.

6 ***Special Education*** (including Gifted & Talented Programs)*:* ***Please see attached sheets.***

Do any of the above units tuition students to private school or another school administrative unit not listed in this proposal?
If yes, please provide a list of these units, indicating how many students and the school(s) they are attending.

Career & Technical Education:

Please provide a list of the above units that operates a Career & Technical Education "Center".
Please provide a list of the above units that pay an assessment to a Career & Technical Education "Center".

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

DOE Date Received

This form updated 7/12/07

Please provide a list of the above units that pay an assessment to a Career & Technical Education "Region".

7 ***System administration:*** ***Please see attached sheets.***

Please provide a list of Superintendent's Office personnel - staff associated with the overall general administration of or executive responsibility for the entire school administrative unit (i.e., superintendent, assistance supertendent, secretaries, etc.).
Please provide a list of Central Services personnel - staff associated with fiscal services, human resources, planning, and administrative information technology (i.e., business administrator/manager, bookeepers, secretaries, etc.).

Transportation:

Please provide a list of the above units that operate their own transportation. ***Auburn School Department***
Please provide a list of the above units that contract for transportation with another school unit.
Please provide list of the above units that contract for transportation with a private organization. ***Auburn School Dept.***
(Community Concept/Hudson Bus)

8 ***Debt Service:*** ***Please see attached sheets.***

If these units have any "local only" debt, please provide copies of amortization schedules for this "local only" debt with this request.

Operation & Maintenance of Plant (includes maintenance, custodial, capital enhancement & improvement, renovation & renewal):

Other Instruction (includes co-curricular, extra-curricular, summer school, post secondary enrollment):

School administration (includes principal's office)

Student and staff support (includes guidance, health, library, improvement of instruction, instructional staff training, instructional technology, student assessment):

All other expenditures (including School Lunch)***: Auburn School Dept. n/a - Fund 500***

--School Lunch:

If these units have locally supported school lunch, please provide a list of which units and the amount of local funds included in their budgets.

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

DOE Date Received

This form updated 7/12/07

List of Superintendents of Schools requesting the reorganization of the following school administrative units -- (*must be a joint request*) :

Superintendent Name	***School Administrative Unit***	***Signature/Date***
Thomas Morrill	Auburn School Department	
Dennis Duquette	School Union 29	

List of School Administrative Unit(s) for reorganization proposal - (please only one proposal per request form):

List School Administrative Units (SAU):	***List Member Municipalities in each SAU:***
Auburn School Department	Auburn
School Union 29	Minot, Mechanic Falls, Poland

(Please duplicate this page as necessary)

Reorganization Data Request Form for 2007-08 Financial Analysis

This must be a joint application from the school administrative units involved in the proposed reorganization.

This form updated 7/12/07

DOE Date Received

ADDITIONAL INFORMATION REQUIRED FROM THE LOCAL SCHOOL UNITS LISTED IN THIS PROPOSAL:

Note: Early submission of the 2007-08 budget information through the MEDMS Financial System will facilitate completion of this financial analysis. See Administrative Letter #20 "FY 2007-2008 Budget Reporting - 2/13/07".

2007-08 General Fund Budget Information:

Attached to this request, please provided the following financial information for each of the above school administrative units. For school administrative districts and community school districts -- please provide budgeted "amounts" for each member municipality.

Please see attached sheets for 1-5 below:

1 ***Balance Forward (amount of prior year ending balance for 2007-08 budget).***
2 ***Required Local Share amount -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec.1.***
3 ***Local amount raised for non-state funded Debt Service amount -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec. 2.***
4 ***Additional local amount raised -- Article pursuant to 20-A MRSA Sec. 15690 sub-sec. 2.***
5 ***List of any reserve funds and amounts.***

Note: The following categories are based on 20-A MRSA Section 1485 Cost Center Summary Budget Format. If you need more information on what is included in these categories, please refer to the Accounting Handbook and Model Chart of Accounts available on the following Department website: http://www.maine.gov/education/data/handbook/handbookmenu.htm

Other information regarding 2007-08 budgets:

Attached to this request, please provide the information requested below, answers to any questions below and any other information you feel would be pertinent to the financial analysis.

(A Budget Categories Information Information sheet is available on the Planning and Resources website.)

http://www.maine.gov/education/supportingschools/planning.html

Regular Instruction (including K-2 Instructional programs, Alternative Education, and English as a 2nd Language)***:***

Do any of the above units tuition students to private school or another school administrative unit not listed in this proposal?
If yes, please provide a list of these units, indicating how many students and the school(s) they are attending.

6 ***Special Education*** (including Gifted & Talented Programs)***:*** ***Please see attached sheets.***

Do any of the above units tuition students to private school or another school administrative unit not listed in this proposal?
If yes, please provide a list of these units, indicating how many students and the school(s) they are attending.

Career & Technical Education:

Please provide a list of the above units that operates a Career & Technical Education "Center".
Please provide a list of the above units that pay an assessment to a Career & Technical Education "Center".

Reorganization Data Request Form for 2007-08 Financial Analysis

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DOE Date Received

This form updated 7/12/07

Please provide a list of the above units that pay an assessment to a Career & Technical Education "Region".

7 ***System administration: Please see attached sheets.***

Please provide a list of Superintendent's Office personnel - staff associated with the overall general administration of or executive responsibility for the entire school administrative unit (i.e., superintendent, assistance supertendent, secretaries, etc.).
Please provide a list of Central Services personnel - staff associated with fiscal services, human resources, planning, and administrative information technology (i.e., business administrator/manager, bookeepers, secretaries, etc.).

Transportation:

Please provide a list of the above units that operate their own transportation. ***Auburn School Department and Union 29***
Please provide a list of the above units that contract for transportation with another school unit.
Please provide list of the above units that contract for transportation with a private organization. ***Auburn School Dept.***
(Community Concept/Hudson Bus)

8 ***Debt Service:*** ***Please see attached sheets.***

If these units have any "local only" debt, please provide copies of amortization schedules for this "local only" debt with this request.

Operation & Maintenance of Plant (includes maintenance, custodial, capital enhancement & improvement, renovation & renewal):

Other Instruction (includes co-curricular, extra-curricular, summer school, post secondary enrollment):

School administration (includes principal's office)

Student and staff support (includes guidance, health, library, improvement of instruction, instructional staff training, instructional technology, student assessment):

All other expenditures (including School Lunch)***: Auburn School Dept. n/a - Fund 500***

--School Lunch:

If these units have locally supported school lunch, please provide a list of which units and the amount of local funds included in their budgets.