

## Massachusetts School Building Authority

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### Next Steps to Finalize Submission of your FY 2014 Statement of Interest

Thank you for submitting your FY 2014 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to print and mail a hard copy of the SOI to the MSBA along with the required supporting documentation, which is described below.

Each SOI has two Certification pages that must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer\*. Please make sure that both certifications contained in the SOI have been signed and dated by each of the specified parties and that the hardcopy SOI is submitted to the MSBA with **original signatures**.

**SIGNATURES: Each SOI has two (2) Certification pages that must be signed by the District.**

In some Districts, two of the required signatures may be that of the same person. If this is the case, please have that person sign in both locations. Please do not leave any of the signature lines blank or submit photocopied signatures, as your SOI will be incomplete.

*\*Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated as the chief executive office under the provisions of a local charter.*

**VOTES: Each SOI must be submitted with the proper vote documentation.** This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
  - For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
  - Regional School Districts do not need to submit a vote of the municipal body.
  - For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

**CLOSED SCHOOLS: Districts must** download the report from the "Closed School" tab, which can be found on the District Main page. Please print this report, which then must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer. A signed report, with original signatures must be included with the District's hard copy SOI submittal. **If a District submits multiple SOIs, only one copy of the Closed School information is required.**

**ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3:** If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.
- If a District selects Priority #3, Prevention of a loss of accreditation, the MSBA requires the full accreditation report(s) and any supporting correspondence between the District and the accrediting entity.

**ADDITIONAL INFORMATION:** In addition to the information required with the SOI hard copy submittal, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact Brian McLaughlin at 617-720-4466 or [Brian.McLaughlin@massschoolbuildings.org](mailto:Brian.McLaughlin@massschoolbuildings.org).

## Massachusetts School Building Authority

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School District    Attleboro

District Contact    Tom Rose TEL: (508) 222-5150

Name of School    Attleboro High

Submission Date    2/14/2014

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### SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- After the district completes and submits this SOI electronically, the district must sign the required certifications and submit one signed original hard copy of the SOI to the MSBA, with all of the required documentation described under the "Vote" tab, on or before the deadline.
- The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- Prior to the submission of the hard copy of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation and certification signatures in a format acceptable to the MSBA.

|                                  |                               |                                  |
|----------------------------------|-------------------------------|----------------------------------|
| <b>Chief Executive Officer *</b> | <b>School Committee Chair</b> | <b>Superintendent of Schools</b> |
|----------------------------------|-------------------------------|----------------------------------|

|             |             |             |
|-------------|-------------|-------------|
| Kevin Dumas | Dave Murphy | Ken Sheehan |
|-------------|-------------|-------------|

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Mayor

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|             |             |             |
|-------------|-------------|-------------|
| (signature) | (signature) | (signature) |
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|      |      |      |
|------|------|------|
| Date | Date | Date |
|------|------|------|

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\* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice. Please do not leave any signature lines blank.

## Massachusetts School Building Authority

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School District Attleboro

District Contact Tom Rose TEL: (508) 222-5150

Name of School Attleboro High

Submission Date 2/14/2014

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### Note

The following Priorities have been included in the Statement of Interest:

1.  Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2.  Elimination of existing severe overcrowding.
3.  Prevention of the loss of accreditation.
4.  Prevention of severe overcrowding expected to result from increased enrollments.
5.  Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6.  Short term enrollment growth.
7.  Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8.  Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

### SOI Vote Requirement

I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

Potential Project Scope:     Repair Project  
  Windows/ Doors  
  HVAC/ Boiler

Is this SOI the District Priority SOI?     YES

School name of the District Priority SOI:     2014 Attleboro High

Is this part of a larger facilities plan?     NO

If "YES", please provide the following:

Facilities Plan Date:

Planning Firm:

Please provide an overview of the plan including as much detail as necessary to describe the plan, its goals and how the school facility that is the subject of this SOI fits into that plan:

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 16 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 16 students per teacher

Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? YES

If "YES", please provide the author and date of the District's Master Educational Plan.

The author is Mr. Jason Parenteau and the date of the plan is July of 2012.

Is there overcrowding at the school facility? NO

If "YES", please describe in detail, including specific examples of the overcrowding.

Has the district had any recent teacher layoffs or reductions? NO

If "YES", how many teaching positions were affected? 0

At which schools in the district?

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).

Has the district had any recent staff layoffs or reductions? NO

If "YES", how many staff positions were affected? 0

At which schools in the district?

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

There were no teacher layoffs with the FY13 Budget.

Please provide a detailed description of your most recent budget approval process including a description of any budget reductions and the impact of those reductions on the district's school facilities, class sizes, and educational program.

The FY 13 Budget was approved by the School Committee/City Council in May/June of 2012 in the amount of \$62,543,537 which was \$4,345,011/7.5% greater than the approved FY12 Budget of \$58,198,526. The facilities budget was not reduced in FY12, in FY13 and there is a planned increase in the FY 14 budget.

## General Description

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**BRIEF BUILDING HISTORY:** Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

Original construction was in 1961; an addition was constructed in 1972. The building is one of only 14 "comprehensive" high schools in the state of MA. No major renovations or additions have been made to the building except for the removal and replacement of the building's roof, which was completed in November, 2009; and the replacement of the translucent wall panels surrounding the primary gymnasium, which was completed in August, 2011. Both of these projects were done in conjunction with the MSBA.

**TOTAL BUILDING SQUARE FOOTAGE:** Please provide the original building square footage PLUS the square footage of any additions.

428700

**SITE DESCRIPTION:** Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

Site is adjacent to the Brennan Middle School property, our Studley Elementary School and Capron Park and Zoo. There are parking lots on both sides of the building and numerous athletic fields adjacent to the building. There are no site related conditions that would impede any project at the school.

**ADDRESS OF FACILITY:** Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

Attleboro High School, 100 Rathbun Willard Drive, Attleboro, MA 02703

**BUILDING ENVELOPE:** Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

Building is concrete brick construction. There is a four sided translucent wall panels on the upper half of the gymnasium and at the natatorium. The system is a translucent fiberglass panel that allows light into a space and provides a thermal value at the same time. The panels are 15' tall and surround the entire gymnasium or roughly 6,000 SF. It was replaced entirely in 2011. The roof is Sarnafil PVC and was replaced entirely in 2009. The windows are all original single pane with aluminum frames. There is a significant amount of windows in the building.

**Has there been a Major Repair or Replacement of the EXTERIOR WALLS ? NO**

**Year of Last Major Repair or Replacement: 1962**

**Description of Last Major Repair or Replacement:**

none

**Has there been a Major Repair or Replacement of the ROOF? YES**

**Year of Last Major Repair or Replacement: 2009**

**Type Of ROOF: Sarnafil PVC**

**Description of Last Major Repair or Replacement:**

Complete removal of existing roofs and replacement with PVC roofing system completed November 2009.

**Has there been a Major Repair or Replacement of the WINDOWS? NO**

**Year of Last Major Repair or Replacement: 1962**

**Type Of WINDOWS: Single Pane original. Many window systems are failing and in many cases the widows do not**

open and close properly.

**Description of Last Major Repair or Replacement:**

none

**MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).**

Mechanical and Electrical systems are all original with building construction (1962/1973)

**Has there been a Major Repair or Replacement of the BOILERS? NO**

**Year of Last Major Repair or Replacement: 1962**

**Description of Last Major Repair or Replacement:**

Regular repair to steam lines. System has not been repaired (major) or replaced since installation with original construction.

**Has there been a Major Repair or Replacement of the HVAC SYSTEM ? NO**

**Year of Last Major Repair or Replacement: 1962**

**Description of Last Major Repair or Replacement:**

none

**Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? NO**

**Year of Last Major Repair or Replacement: 1962**

**Description of Last Major Repair or Replacement:**

System has not been repaired or replaced since installation with original construction. Transformers are beyond natural life expectancy.

**HEATING FUEL: Which of the heating fuel types below does your building primarily rely on for heating?**

Natural Gas

**BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).**

Combination of VCT, VAT, Terrazzo, Ceramic Tile and carpet. Finishes are all painted surfaces, of both block and sheet rock. Ceilings are a combination of acoustical tile and textured ceiling plaster. Lighting fixtures were upgraded throughout the building during the summer of 2009.

**PROGRAMS and OPERATIONS: Please provide a detailed description of the current programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).**

The building is one of only 14 "comprehensive" high schools in MA; it is home to both a regular grade 9-12 high school as well as a fully accredited chapter 79 vocational/technical high school. There are extensive special education programs and facilities in the building as well as space dedicated to alternative high school class room space and school to career office space. The District's Central Office staff are housed in the building as well.

**CORE EDUCATIONAL SPACES: Please provide a detailed description of the Core Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, and a description of the media center/library (maximum of 5000 characters).**

XXXXXXXXXXXXXXXXXX

**CAPACITY and UTILIZATION: Please provide a detailed description of the current capacity and utilization of**



**the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).**

The high school is a "comprehensive" high school, and one of only 14 in the state; it houses both a grade 9-12 high school as well as a grade 9-12 technical school. The school is not currently overcrowded. All of the educational spaces are used by the students every day.

**MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).**

Major projects: Roof replacement (2009); KalWall replacement (2011). Capital Program is in conjunction with the city where a rolling prioritized list for 5 years is developed each year, approved by the school committee and brought to the Municipal Council for their review. The Attleboro School Department employs an six person maintenance team. All work requests are processed through a work order system, and then assigned by Maintenance Supervisor, Jeff Brousseau. Each principal and school administrator has the ability to request work via the internet. When the request is received, it is converted into a work order. The individual who originally made the request is informed, via the internet, that the request has been received and processed into the system. If the request is deemed unreasonable or too costly the Facilities Manager follows up with the requestor to discuss the viability of the project. Once a work request is converted into a work order, it is assigned a priority level and completed accordingly. For example, a malfunctioning fire alarm would be considered an emergency and repaired immediately. On the other hand, a request to paint a door or hang a picture would be considered routine and put on the schedule of one of the carpenters. The top priority of our heating and cooling systems maintenance is to ensure that each school maintains a high level of Indoor Air Quality while simultaneously keeping each building properly heated in the winter and for buildings with air conditioning, cooled in the spring and summer. This requires a tremendous amount of preventative maintenance. All maintenance personnel fill out daily time sheets to keep track of where their efforts are being utilized. Jason Parenteau, the Facilities Manager, provides a monthly report to the School Committee which details all maintenance activity. This report breaks down labor cost, material cost, and vendor cost. It also breaks down maintenance activity by school. Also, all fire alarm systems are tested quarterly and the emergency generators perform a self test weekly. Both systems are on regular maintenance schedules.

**Priority 5**

*Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.*

The high school's heating system is steam based, and is original to the building (1962/1971). The distribution of the steam heat takes place via pipes that are burried under/within the school's concrete floors. A pipe failure is a major construction project as the floor needs to be jackhammered to provide access to the pipe. Each repair results in an expectation that there will be another failure in the area in a short matter of time as the stress is transfered from the repaired area to the next closest weak spot in the piping system. We undergo multiple pipe repairs in teh course of a school year. Most recently we repaired 140' of 8" main that required the relocation of classes and students due to the lack of heat in one area of the high school due to the failure. The failures are increasing in terms of their frequency and severity. The system needs to be converted to a hot water system, converting the boilers and abandoning the steam piping system in the floors; running new piping on the interior walls/roof.

The window system is original to the building and is single pane glass in aluminum frames. Many windows no longer open/close properly and there are multiple leaking areas in the system throughout the building. We have replaced the building's roof and KalWall and replacing the window system would be the last major component to sealing up the building envelope.

**Priority 5**

*Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.*

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Multiple repairs annually to the piping/distribution system of the school's steam heat system. The severity and frequency of repairs needed are increasing each year and a catastrophic failure is imminent. We would not have the resources to address such a failure. We have added digital control and variable speed drives to the system in 2011.

Window repairs are constant throughout the year. the leaking problems have accelerated beyond our ability to address them.

**Priority 5**

*Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.*

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There are contractual provisions with our labor unions requiring the building to be heating to minimum temps. These provisions are regularly not met due to the chronic breakdowns in the piping system. Most recently, an entire wing of the building was so cold due to the failure of the heating main that it had to be shut down while repairs were made (13 school days) and students relocated to ther areas of the building typically not used for classroom space. Should such a failure occur during sub freezing weather conditions, damage to the building itself would likely result.

We continue to have water penetration into the building due to the window system breakdown, causing unsafe conditions in the classroom (air quality, wall stability, ceiling stability) and in walk areas/hallways (slipping/falling). There are ares where the penetration also threatens the roof installed in 2009.

**Priority 5**

*Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.*

Window replacement would be the final major system repair required to seal up the building envelope as roof and KalWall have been replaced in their entirety since 2009. Significant environmental quality improvements would be expected as would significant energy savings.

Heating system currently threatens the health of the population in the building due to its unreliable delivery system. Significant building damage could occur with a major pipe failure during sub zero weather conditions and relation of the 1700+ students and 200+ faculty and staff would be impossible. Given the increased frequency and severity of the failures, it is now only a matter of time. Replacing the system would ensure our ability to provide a healthy learning environment for students faculty and staff.

**Please also provide the following:**

**Have the systems identified above been examined by an engineer or other trained building professional?:**

YES

**If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters)::**

Windows: Rich Gorham, Russo Barr; Heating System: Dan Travers/Dale Caldwell, Skanska

**The date of the inspection::**            10/15/2011

**A summary of the findings (maximum of 5000 characters)::**

Systemic failure of the windows and heating piping system. Need for conversion of heating system from steam to hot water.

## REQUIRED FORM OF VOTE TO SUBMIT AN SOI

### REQUIRED VOTES

If a City or Town, a vote in the following form is required from both the City Council/Board of Aldermen OR the Board of Selectmen/equivalent governing body AND the School Committee.

If a regional school district, a vote in the following form is required from the Regional School Committee only. FORM OF VOTE Please use the text below to prepare your City's, Town's or District's required vote(s).

### FORM OF VOTE

Please use the text below to prepare your City's, Town's or District's required vote(s).

Resolved: Having convened in an open meeting on \_\_\_\_\_, prior to the closing date, the \_\_\_\_\_ *[City Council/Board of Aldermen,*

*Board of Selectmen/Equivalent Governing Body/School Committee]* of \_\_\_\_\_ *[City/Town], in*

accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated \_\_\_\_\_ for the \_\_\_\_\_ *[Name of School]* located at

\_\_\_\_\_ *[Address]* which

describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ ; *[Insert a description of the priority(s) checked off on the Statement of Interest Form and a brief description of the deficiency described therein for each priority]. and hereby further*

specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority.

**CERTIFICATIONS**

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

|                                  |                               |                                  |
|----------------------------------|-------------------------------|----------------------------------|
| <b>Chief Executive Officer *</b> | <b>School Committee Chair</b> | <b>Superintendent of Schools</b> |
| Kevin Dumas                      | Dave Murphy                   | Ken Sheehan                      |

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\* Local Chief Executive Officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter. Please note, in districts where the Superintendent is also the Local Chief Executive Officer, it is required for the same person to sign the Statement of Interest Certifications twice. Please do not leave any signature lines blank.