Please note that this all will look very similar to what we just recently signed, but it is slightly different. The documents signed before was the Project Scope and Budget Agreement (basically a contract between the District and the MSBA). This document is the Project Funding Agreement (basically the document defining payments for that contract)

I was at the Superintendent's office today and reviewed this information, with both Jenn and Jeff.

At that time Jenn had already started to address the 5 items we need to do. The only one she can not do right now is #3.

For #3 we need to have a vote of the SBC to authorize Jeff to move forward with execution, and then we need to certify the minutes of that vote so that we can get them to the MSBA.

I think the best/quickest way to do this is to have a meeting of the SBC next week on Wednesday (soonest we can). I am thinking Wednesday 06/05/24 @ 4:30 pm?

I would recommend this meeting be over zoom and have only 1 agenda item, which would be review of the Project Funding agreement / voting to authorize Jeff to execute that agreement. This will make this a very quick meeting over all.

The reason we want to do this now, is we can then get the minutes drafted and the following week on the regularly scheduled meeting (06/11) we can approve the minutes and then get them to the MSBA.

If you are good with this Jenn can post the agenda with a zoom link from WHCA (See email attached Jenn has already talked to Ryan about this)

Jenn,

The agenda would simply be

Pledge of Allegiance

1. Public Comment
2. Discussion about the PSB/PFA (Project School and Budget Agreement and Project Funding Agreement) with a possible vote on the PFA.
3. Confirmation of the next SBE to be held in person on 06/11/24 @ 5:30 pm
4. Adjourn

Thanks,

Mike

**A Michael Carroll III, MCPPO**

Colliers Project Leaders
mike.carroll@collierseng.com

Mobile: 781 844-0098

cplusa.com