



THE PUBLIC SCHOOLS OF BROOKLINE
 BROOKLINE, MASSACHUSETTS 02445

LINUS J. GUILLORY JR., PhD
 SUPERINTENDENT OF SCHOOLS

SUSAN K. GIVENS, Ed.D.
 DEPUTY SUPERINTENDENT
 FOR ADMINISTRATION AND FINANCE

Request for Grant Acceptance

September 19, 2023

Motion: School Committee Accepts the grant award as determined by the awarding authority for the grants listed below:

Source	Grant/Point Person/Purpose	Award	Account#/Name
State	<p>FY24 Comprehensive School Health Services (CSHS)</p> <p>Point Person: Patricia Laham/Tham Tran</p> <p>The grant before you is a two year grant for \$200,000.00 - \$100,000.00 for each fiscal year. The current renewal was approved in 2023 through 2025. Districts must demonstrate a commitment to the provision of comprehensive school health services by meeting established school health program mandates and standards as defined by MDPH, including monthly and yearly data reports. PSB will utilize funds toward our new electronic health record system (for 1 year); grant related supplies; per diem nursing to meet state screening mandates; RN case management for data and equity support; RN professional development including a focus on health equity work.</p>	\$200,000.00	3224SE84
Local	<p>FY24 Innovation Fund</p> <p>Point Person: Anthony Meyer/Gabe McCormick</p> <p>The BHS Innovation Fund supports innovative curriculum development at Brookline High School. By funding faculty-led initiatives to create courses, lead programs, and conduct research, we provide leadership opportunities for teachers, and we energize students with new ways to learn. To support the Innovation Fund and learn how to be part of what we do, please visit www.bhsinnovationfund.org.</p> <p>Please see the attached FY24 Award Letter.</p>	<p>\$263,132.00</p> <p>Plus up to \$44,721.00 in reimbursements for workshops, innovation summit, curriculum development, etc.</p>	3224SE94

Private	<p>NEA Foundation Grant</p> <p>Point Person: Sasha Palmer</p> <p>This NEA grant is helping the district kick off another aspect of Brookline Farm to School Program, sourcing local organic foods into the Food Services Program. This Grant is in collaboration with teachers (Roger Grande) and has been provided to assist in purchasing indoor grow rack system which uses terraponics, not hydroponics or aquaponics to grow plants 25% - 75% faster than supplier estimates.</p> <p>This grant prioritizes the Food Services Department's goal to provide nutritious meals made from organic nutrient dense foods grown locally. This hyper local food source of vegetables and herbs grown in the BHS school cafeteria is one aspect of the district's Farm to School program that seeks to connect the Classroom, Community and Cafeteria, the three pillars of Farm to School.</p> <p>This provides an opportunity to collaborate with teachers in alternative programs to provide hands-on learning for students, who will plan, grow and harvest the vegetables to be used in the BHS cafeteria salad bar. The department will continue to seek funding to replicate this in all schools across the district.</p>	\$4,050.00	TBD
State	<p>ASOST 530</p> <p>Point Person: Gabe McCormick/Kelley Durgin</p> <p>Please see the attached Grant Award Memo.</p>	\$4,080.00	3224SEC4



The Commonwealth of Massachusetts
 Executive Office of Health and Human Services
 Department of Public Health
 250 Washington Street, Boston, MA 02108-4619

MAURA T. HEALEY
 Governor

KIMBERLEY DRISCOLL
 Lieutenant Governor

KATHLEEN E. WALSH
 Secretary

ROBERT GOLDSTEIN, MD, PhD
 Commissioner

Tel: 617-624-6000
www.mass.gov/dph

05/15/2023

TOWN OF BROOKLINE
 333 WASHINGTON ST
 BROOKLINE, MA 02445-6853

Attn: Tricia Laham

R/E: Contract #: INTF3202P01191929106

This letter is to inform you that the Massachusetts Department of Public Health, Bureau of Community Health and Prevention is amending your contract as indicated below:

Amendment Reason: Renewal

The contract total maximum obligation is \$760,000.00.

The contract will be in effect through 06/30/2025 with options for renewal in accordance with RFR# 191929 - Comprehensive School Health Services (CSHS) through 06/30/2029. The effective start date of the contract amendment shall be the anticipated start date specified in the Standard Contract Form or a later date the Standard Contract Form has been executed by an authorized signatory of the Department of Public Health.

Listed below is the contract budgeted funding amounts:

Previous Years	07/01/2019	06/30/2022	\$380,000.00
Current Year	07/01/2022	06/30/2023	\$180,000.00
Future Years	07/01/2023	06/30/2025	\$200,000.00

If you have questions about your **award** please contact your program manager **Juliet Berk** at Juliet.berk2@mass.gov.

Enclosed please find a Standard Contract package for you to review, sign and return via email scan. Please take note of the following:

- **STANDARD CONTRACT FORM**

This form must be signed with an **authorized signature**, dated and returned via email scan. Do not use correction fluid anywhere on the forms.

All attachments must be completed for your contract package to be processed.

- **CONTRACTOR AUTHORIZED SIGNATORY LISTING (CASL)**

A Contractor Authorized Signatory Listing (CASL) form must be signed with an **authorized signature**, dated and returned via email scan for each new contract or amendment contract package.

If you have any questions about your **contract package**, please contact **Gabriella Spagnolo at Gabriella.M.Spagnolo@Mass.gov**.

Please sign with an **authorized signature** and return the contract package via email scan to **Gabriella Spagnolo at Gabriella.M.Spagnolo@Mass.gov**, no later than close of business **05/25/2023**.

Sincerely,
Ruth Blodgett
Bureau Director
Bureau of Community Health and Prevention

Acceptable forms of Authorized signatures:

1. Traditional hand drawn "wet signature" (ink on paper);
2. Scan Copy of hand drawn signature
3. Electronic signature that is either:
 - a. Hand drawn using a mouse or finger if working from a touch screen device;
 - b. An uploaded picture of the signatory's hand drawn signature
4. Electronic signatures affixed using a digital tool such as Adobe Sign or DocuSign

Please Note:

The typed text of a signature even in computer-generated cursive script, or an electronic symbol, **are not acceptable forms** of electronic signature.

Scope of Services

Contract ID #: INTF3202P01191929106

Contract Amendment - Increase

CSHS Program funds are intended to provide Infrastructure support to ensure a comprehensive, quality school health program. Please refer to the Scope and Services document for your particular funding source (Model, Affiliate, Non-Public), which are unchanged from last year.

Department of Public Health

Vendor Name TOWN OF BROOKLINE		DPH Bureau/Program Name Bureau of Community Health and Prevention	
Vendor Code VC6000191738	Fiscal Year FY24	Contract Number INTF3202P01191929106	RFR# 191929
		Today's Date 5/15/2023	

Program Component	FTE	CURRENT BUDGET (A)	Proposed Changes +/- (B)	Proposed New Budget (C)	Justification (D)
1. Direct Care/Prog. Support Staff					
RN Case Manager/Data and Equity Support		\$ 36,000.00		\$ 36,000.00	Assist with case management, reports, health equity
Per Diem RNs		\$ 19,276.00	\$ (5,276.00)	\$ 14,000.00	assist with mandated screening etc
RN Stipend		\$ 20,000.00	\$ (1,500.00)	\$ 18,500.00	Health Equity, training for new EHR system
				\$ -	
				\$ -	
				#VALUE!	
SUB TOTAL	0.00	\$ 75,276.00	\$ (6,776.00)	\$ 68,500.00	
Fringe Benefits				\$ -	
1. TOTAL DIRECT CARE/PROGRAM STAFF		\$ 75,276.00	\$ (6,776.00)	\$ 68,500.00	

Program Component	CURRENT BUDGET (A)	Proposed Changes +/- (B)	Proposed New Budget (C)	Justification (D)
2. Other Direct Care/Program				
Computer software for change to new system (SNAP)	\$ 14,000.00	\$ 3,500.00	\$ 17,500.00	Changing from SHM to Snap
Conferences, PD and Consults	\$ 2,500.00	\$ 6,500.00	\$ 9,000.00	RN Professional Development
Supplies	\$ 8,224.00	\$ (3,224.00)	\$ 5,000.00	MERT, health equity
			\$ -	
			\$ -	
			\$ -	
2. TOTAL OTHER DIRECT/PROGRAM	\$ 24,724.00	\$ 6,776.00	\$ 31,500.00	

Occupancy		\$ -		
Program Facility		\$ -		
Facility Operations, Maint. and Furn.		\$ -		
3. TOTAL OCCUPANCY		\$ -		

SUB TOTAL: 1 + 2 + 3		\$ 100,000.00	\$ -	\$ 100,000.00
Administrative Support				
Max Cap Amount:		0.00%		
4. AGENCY ADMIN. SUPPORT			\$ -	
TOTAL 1+2+3+4			\$ -	\$100,000.00



June 30, 2023

Dr. Linus Guillory, BPS Superintendent
333 Washington Street, 5th Floor
Brookline, MA 02445

Board Officers

Maureen Fallon, Chair
Masu Haque-Khan, Vice Chair
David Weisner, Treasurer & Clerk

Board Members

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Steven Davis
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Jodi Sokoloff
Benjamin Stern
Dawn Tringas
Molly Yancovitz

Ex-Officio Members

Dr. Linus Guillory, Superintendent
Anthony Meyer, BHS Head of School
Nancy Rhei-Gorer, School Committee
Dr. Grace Wai, Interim Deputy Sup't
Mary Beth Landrum,
Chair, Board of Advisors

Current Grants, School Year 2022-23

Advisory/Hub
Climate Science and Social Change
Coding @ BHS
Data Science and Social Justice
Innovation Fellow
Rethinking the Restaurant
Social Emotional Learning Tutorial

Active Programs, School Year 2022-23

African American & Latino Scholars
Arts Infusion Lab
BHS Tutorial
BHS Writes/Writing Center
Drawing for Understanding in
Field Science
Engineering by Design
Engineering Innovation & Design
EPIC for Seniors: Experiential,
Project-based, Innovative Capstone
Experiential Physics (9th Grade)
Film as History/History as Film
Finding Yourself in the Curriculum
Global Leadership
Medical Interpretation and Translation
The Mindfulness Initiative
Perspective of a Mathematical Mind
Racial Awareness Seminar
Social Justice Leadership
Teachers Mentoring Teachers

Dear Linus,

On behalf of the leadership of the Brookline High School Innovation Fund, I am delighted to present our FY24 program awards. They are as follows:

Queer Student Program	<i>To create a comprehensive, sustainable model focused on supporting LGBTQ+ well-being, inclusivity, and representation across Brookline High School and PSB</i> Kate Leslie (.2 FTE) Julia Mangan (.2 FTE) Emily Hunt (.2 FTE)
Social Justice Leadership Program	<i>To onboard a new faculty member to continue this signature course and integrate new lessons on the ethics of care</i> Keira Flynn-Carson (.2 FTE)
Data Science for Social Justice	<i>To launch a new course that teaches how data science can be used to gain a better understanding of inequities and the success of interventions to disrupt them</i> Danielle Rabina (.2 FTE) Danielle Theissen (.2 FTE) Christopher Monschauer (.2 FTE)
Social Emotional Learning Tutorial	<i>To expand academic support of our tutorial program to develop students' coping and self-regulation strategies for academic and social success at school</i> Laura Gurry (.2 FTE) Jennifer Hanaghan (.2 FTE) Heather Giblin (.2 FTE)
Climate Science and Social Change	<i>To allow students to engage in advocacy campaigns designed to shape perceptions on climate change and encourage personal mitigation strategies</i> Roger Grande (.2 FTE) Dr. Briana Brown (.2 FTE)
Program Liaison	<i>To oversee the grant process, guide the execution of pilot programs, and serve as ambassador to the Fund for faculty, administration, and the district</i> Zachary Broken Rope (.25 FTE)

The total salary reimbursement to be paid to Brookline Public Schools during the school year 2023-24 amounts to \$263,132. The breakdown of the commitment by program is as follows:

	SQP	Social Justice Leadership Program	Data Science for Social Justice	SELT	Climate Science & Social Change	Program Liaison	Total
FTE (@ \$99,295)	0.6	0.2	0.6	0.6	0.4	0.25	2.65
Staffing - school year (salary replacement)	59,577	19,859	59,577	59,577	39,718	24,824	\$263,132

In addition, we will reimburse PSB up to \$44,721 for faculty activities: QSP (\$2,430), Hub (\$2,673), Data Science (\$4,010), SELT (\$5,346), Climate (\$1,863), Innovation Summit (\$10,000) and Program Liaison (\$18,400).

Thank you for partnering with us to maximize new investments to keep BHS's academics constantly evolving. We greatly appreciate all you do to shape a culture of innovation.

Sincerely,

Stacey

Stacey Zelbow

Fund Director and Proud BHS Parent



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Grant Number: 88108597

The NEA Foundation Grant Agreement

Grantee Name: Roger Grande



Email: roger_grande@psbma.org

Phone: 6177135003

Official School Name: Brookline High School

Name of Fiscal Agent (if applicable): Brookline Public Schools

Designation of a fiscal agent is not required. However, if one is not designated, the IRS may consider the grant personal income and therefore taxable. Fiscal agents are usually schools, districts, local unions, or nonprofit organizations that can accept the funds without tax liability.

Fiscal Agent Signee (if applicable): Sasha Palmer

Fiscal Agent Address (if applicable): 2 Clark Road, Brookline, MA 02445

Fiscal Agent Email (if applicable): sasha_palmer@psbma.org

Amount Granted: \$4,050.00

Grant Type: Envision Equity

Grant Period: July 6, 2023 - July 6, 2024

Final Report Due: August 6, 2024

Approved Grant Project: Roger Grande and Eric Colburn want to expand their existing year-round food-growing program by creating a large indoor grow rack that can yield a significant amount of greens and other vegetables in 1-2 month cycles. The grow system would be located in the school cafeteria, visible to the full school community, and would complement the new outdoor garden, allowing for year-long food production to feed students in the cafeteria and summer when meals are provided for low income students. According to the CDC (Center for Disease Control and Prevention) Healthy Schools, school garden programs can have a positive effect on students' nutrition knowledge and willingness to try fruits and vegetables. Programming will be inclusive so that students of all abilities can participate in cultivating food for the community, including students in self-enclosed programs, providing an opportunity for these students to be at the center of a school activity.

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The NEA Foundation ("the Foundation") provides funding for the project detailed above subject to the following terms and conditions:

- The grant is to be used only for the purpose specified above and is awarded subject to the conditions set forth in this agreement. The Foundation reserves the right to require a total or partial refund of any grant funds if it is necessary: (1) because the grantee has not fully complied with the terms and conditions of the grant, (2) because the grantee has not fully expended grant funds, (3) to protect the purposes of any other charitable activities of the Foundation, or (4) to comply with the requirements of any applicable law or regulation.
- By accepting this grant, the grantee agrees to carry out the activities described in the original application, the application materials and the Foundation's correspondence, via email and/or a mailed letter, conveying this agreement.
- Any modifications to the original application and/or expenditure of funds must be submitted in writing to Anna Smith, NEA Foundation Data Coordinator, at asmith@nea.org for review and approval. Please reference grant number and grant type with all communications.
- The grantee is responsible for the expenditure of granted funds according to the approved budget and for maintaining adequate supporting records. In addition, the Foundation reserves the right to follow up the grant award with site visits, requests for interim narrative and financial reports, and requests for other progress reports regarding the development of the project/program.
- The grantee certifies that they are not a current or previous employee, member of the board of directors, or immediate family member of the staff and board of the Foundation.
- The grantee consents to the unlimited use by the Foundation and approved partners of their image in any form, including but not limited to digital media, film, audio recording, or still photography, in connection with any Foundation and/or approved partners publicity or communications effort. These efforts may include, among other things, publications, videos, and websites.
- The grantee agrees that the Foundation and approved partners may have unlimited use of any program information, media, or text from communications that they submit to either of them, in connection with any Foundation and/or approved partners publicity or communications effort, as described above.



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- The grantee further agrees that neither the Foundation nor approved partners will compensate them in money or otherwise for the consents granted above.
- The grantee agrees that grant funds will not be used to carry on propaganda, or otherwise attempt to influence legislation or the outcome of any specific public election or to carry out any voter registration drive, or for any purpose other than charitable, scientific, literary or educational within the meaning of Section 501(c)(3) of the Internal Revenue Code.
- Upon completion of the project, but no later than **August 6, 2024**, the grantee will submit to the Foundation a final report including a narrative account of project activities and a budget showing how grant funds were spent. Guidelines for the final report are attached. Failure to submit this report will make the grantee and any partner(s) ineligible to receive another grant from the Foundation.
- The Foundation will withhold payment of \$500 for any grant equal to or exceeding \$3,000 until the grantee has submitted the final report. Upon receipt of the final report, completed in accordance with the attached guidelines, the Foundation will award the grantee or the fiscal agent the remainder of the grant funds. Payment of the final \$500 will be forfeited if the grantee fails to submit a final report within 90 days of the reporting deadline.
- The grantee agrees to maintain financial and project records for three years after the end of the grant period.
- Grantee agrees to indemnify and hold the Foundation harmless from any liability, loss or damage it may suffer as a result of claims, demands, costs or judgments against the Foundation arising out of the activities, or claimed activities, to be carried out pursuant to the obligations of this grant.
- The grantee must obtain written permission at any and all times prior to using the name or other markers of the Foundation.
- The grantee agrees to promptly notify the Foundation of personnel changes that may lead to new lead and/or partner grantee(s).
- The grantee agrees that the Foundation assumes no responsibility for student safety in regard to work or travel related to this grant project.

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- This grant offer will expire 60 days after the offer date if the agreement is not signed and received by the Foundation within that time frame.

**Foundation
signature:**

DocuSigned by:

Sara A. Sneed

7A9E2CA84E2C489...
Sara A. Sneed, President and
CEO

Date:
7/28/2023

Grantee signature:

DocuSigned by:

Roger Grande

94E3417F520C489...

Date:
7/28/2023

**Fiscal Agent
signature:
(if applicable)**

DocuSigned by:

Sasha Palmer

C563B931D6AE46D...

Date:
7/28/2023

Certificate Of Completion

Envelope Id: ACDE043155654DF0821355510AB81284
 Subject: GTE Grant 88108597: Letter of Agreement
 Source Envelope:
 Document Pages: 4
 Certificate Pages: 5
 AutoNav: Enabled
 EnvelopeId Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Signatures: 3
 Initials: 0

Status: Completed
 Envelope Originator:
 The NEA Foundation NEAF
 1201 16th St NW
 Washington, DC 20036
 asmith@nea.org
 IP Address: 44.203.112.1

Record Tracking

Status: Original
 7/26/2023 7:32:15 AM

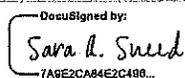
Holder: The NEA Foundation NEAF
 asmith@nea.org

Location: DocuSign

Signer Events

Sara A. Sneed
 ssneed@nea.org
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

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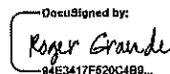
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 Signed: 7/28/2023 10:13:17 AM

Electronic Record and Signature Disclosure:
 Accepted: 7/28/2023 10:12:51 AM
 ID: 258bdd0a-9b82-48df-ac0d-bbc83d360da9

Roger Grande
 roger_grande@psbma.org
 Security Level: Email, Account Authentication
 (None)

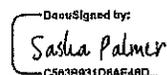
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 Signed: 7/28/2023 11:04:07 AM

Electronic Record and Signature Disclosure:
 Accepted: 7/28/2023 11:02:08 AM
 ID: 24f219c9-eb63-473c-a8cd-3ca39a8dac39

Sasha Palmer
 sasha_palmer@psbma.org
 Security Level: Email, Account Authentication
 (None)

DocuSigned by:

 C593B931D8AE48D...

Signature Adoption: Pre-selected Style
 Using IP Address: 209.6.162.130

Sent: 7/28/2023 11:04:09 AM
 Viewed: 7/28/2023 11:11:48 AM
 Signed: 7/28/2023 11:12:25 AM

Electronic Record and Signature Disclosure:
 Accepted: 7/28/2023 11:11:48 AM
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In Person Signer Events

Signature

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Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	7/26/2023 7:32:17 AM
Certified Delivered	Security Checked	7/28/2023 11:11:48 AM
Signing Complete	Security Checked	7/28/2023 11:12:25 AM
Completed	Security Checked	7/28/2023 11:12:25 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

Grant Award Memo

To: Public Schools of Brookline

From: Steps to Success, Inc.

Date: July 28, 2023

Re: ASOST 530

This memo is to inform Public Schools of Brookline that Steps to Success, Inc. was awarded another ASOST grant through the Commonwealth of Massachusetts' Department of Education. The terms of the award are to support the Social-Emotional needs of STS students through August 31, 2023.

The PSB portion of the grant is described in more detail below:

Summer 2023

- STS Program Director, PSB - \$1,200 (Sophya Williams-Louis)
- PSB STS Advisors, Elementary/Middle – total of \$2,880 for 3 Advisors to support SEL needs of STS students (Dashawn Richardson, David Lamour, and Jason Murray)

Total = \$4,080 to be billed by August 20, 2023

We look forward to our continued work in partnership with the district to bring this program to fruition on behalf of our students and families.



Executive Director
Steps to Success, Inc.