



**THE PUBLIC SCHOOLS OF BROOKLINE**  
BROOKLINE, MASSACHUSETTS 02445

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DR. JAMES MARINI  
INTERIM SUPERINTENDENT OF SCHOOLS

MARY ELLEN N. NORMEN  
DEPUTY SUPERINTENDENT  
FOR ADMINISTRATION AND FINANCE

Request for Grant Acceptance

November 12, 2020

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

<b>Source</b>	<b>Grant</b>	<b>Award</b>	<b>Assumption</b>	<b><u>FY21 Projected Balance/(Deficit)*</u></b>	<b><u>Account Number</u></b>
Federal	IDEA Grant	\$2,144,383.00	Entitlement	\$0	3221SE18
Federal	Early Childhood Grant	\$35,058.00	Entitlement	\$0	3221SE19
Federal	Perkins Grant	\$50,813.00	Entitlement	\$0	3221SE10
State	Enhanced School Health Services Grant	\$100,000.00	2 <sup>nd</sup> Year of 3 Year Grant	\$0	3221SE84

\*Any deficit or balance will be the responsibility of the Superintendent to adjust. Grant managers should not assume that the operating budget will have funding available to cover any over expenditures of grant awards.

6. Contractual Services: Services provided and the amount to be paid.	Amount
Contractual Services Total	\$427,255

4 504008 ✓  
 524515 ✓

7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.	Amount
Supplies and Materials Total	\$82,000 533110 ✓

8. Travel: Mileage, conference registration, hotel, and meals.	Amount
Travel Total	\$7,500 551099 ✓

9. Other Costs:	Amount
Other Costs Total	

10. Indirect Costs:	Rate (%) Cannot exceed approved rate	Amount
Indirect Costs:	2.57	\$48,706 558078 ✓

11. Equipment: List only items costing \$5,000 or more per unit.	Amount
Equipment Total	

**Total Allocation Amount:** \$2,144,383  
**Total Funds Requested:** \$2,144,383  
**MTRS Applicable Amount:** \$0  
**Balance Remaining:** \$0

## Project Expenditures - Detailed Information

**Note:**

Lines 1 to 9 and 11 on this form are automatically populated based on details entered on Activity forms. To change these totals, edit the Budget Entry form. The Indirect Cost information, if applicable, should be entered directly in Line 10 on this form.

### STAFFING CATEGORIES DETAIL EXPENDITURES

1. Administrator Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Administrator Salaries (MTRS)			<input type="checkbox"/>	
Administrator Salaries (non-MTRS)				
<b>Sub-Total</b>				

2. Instructional/Professional Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Instructional/Professional Staff Salaries (MTRS)			<input type="checkbox"/>	
Instructional/Professional Staff Salaries (non-MTRS)				
<b>Sub-Total</b>				

3. Support Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Support Staff Salaries (MTRS)	0	0.00	<input type="checkbox"/>	\$0
Support Staff Salaries (non-MTRS)	33	31.00		\$1,130,922
<b>Sub-Total</b>				\$1,130,922

510155, 510156 ✓

4. Stipends:	# of Staff	MTRS <sup>1</sup>	Amount
Stipends (MTRS)	0	<input type="checkbox"/>	\$0
Stipends (non-MTRS)	180		\$448,000
<b>Sub-Total</b>			\$448,000 510700 ✓

5. Fringe Benefits:	Amount
5-a MA Teachers' Retirement System (Federally-Funded Grants Only)	\$0
5-b Other (total)	\$0
<b>Sub-Total</b>	\$0

## Project Expenditures - Detailed Information

**Note:**

Lines 1 to 9 and 11 on this form are automatically populated based on details entered on Activity forms. To change these totals, edit the Budget Entry form. The Indirect Cost information, if applicable, should be entered directly in Line 10 on this form.

### STAFFING CATEGORIES DETAIL EXPENDITURES

1. Administrator Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Administrator Salaries (MTRS)			<input type="checkbox"/>	
Administrator Salaries (non-MTRS)				
<b>Sub-Total</b>				

2. Instructional/Professional Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Instructional/Professional Staff Salaries (MTRS)			<input type="checkbox"/>	
Instructional/Professional Staff Salaries (non-MTRS)				
<b>Sub-Total</b>				

3. Support Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Support Staff Salaries (MTRS)	0	0.00	<input type="checkbox"/>	\$0
Support Staff Salaries (non-MTRS)	2	1.50		\$35,058
<b>Sub-Total</b>				\$35,058

4. Stipends:	# of Staff	MTRS <sup>1</sup>	Amount
Stipends (MTRS)		<input type="checkbox"/>	
Stipends (non-MTRS)			
<b>Sub-Total</b>			

5. Fringe Benefits:	Amount
5-a MA Teachers' Retirement System (Federally-Funded Grants Only)	\$0
5-b Other (total)	\$0
<b>Sub-Total</b>	\$0

6. Contractual Services: Services provided and the amount to be paid.	Amount
<b>Contractual Services Total</b>	

7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.	Amount
<b>Supplies and Materials Total</b>	

8. Travel: Mileage, conference registration, hotel, and meals.	Amount
<b>Travel Total</b>	

9. Other Costs:	Amount
<b>Other Costs Total</b>	

10. Indirect Costs:	Rate (%) Cannot exceed approved rate	Amount
<b>Indirect Costs:</b>		

11. Equipment: List only items costing \$5,000 or more per unit.	Amount
<b>Equipment Total</b>	

**Total Allocation Amount:** \$35,058  
**Total Funds Requested:** \$35,058  
**MTRS Applicable Amount:** \$0  
**Balance Remaining:** \$0

## Budget Entry

\* Response to this field is only required when amending the grant\*

**Please explain the reason for amending your grant. When making a budget change, please identify the line number and the amount changed.**

**Response:**

### Budget Information

#### <br/>ALLOCATION OF FUNDS <br/><br/>

1. Administrator Salaries:	Comments	# of Staff	FTE	MTRS	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
<b>Sub-Total</b>						

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

2. Instructional/Professional Staff Salaries:	Comments	# of Staff	FTE	MTRS <sup>1</sup>	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
<b>Sub-Total</b>						

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

3. Support Staff Salaries:	Comments	# of Staff	FTE	MTRS <sup>1</sup>	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
<b>Sub-Total</b>						

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

4. Stipends:	Comments	# of Staff	Rate	Rate Type	MTRS <sup>1</sup>	Amount	Select a Primary Function
Support Staff	Early College/Dual Enrollment	6	33	Hour	<input type="checkbox"/>	\$2,376	Instruction-School day (public, K-12)
Administrators	Upgrading/improving existing CTE programs	4	38	Hour	<input type="checkbox"/>	\$1,824	High quality PD
Teacher/Instructional Staff Professional Days	Evaluation of programs/curricula	8	33	Hour	<input type="checkbox"/>	\$3,752	Planning and evaluation
					<input type="checkbox"/>		
<b>Sub-Total</b>						<b>\$7,952</b>	

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

5. Fringe Benefits:	Comments	Amount
5-a MA Teachers' Retirement System (Federally-Funded Grants Only)		\$0
5-b Other		
Health Insurance		
Other Retirement Systems		
Federal Insurance Contributions Act (FICA)		
Other (Explain)		
<b>Sub-Total</b>		<b>\$0</b>

6. Contractual Services: Indicate the services to be provided and the rate to be paid per hour or per day.	Comments	Rate	Rate Type	Amount	Select a Primary Function
Consultants/Professional Development for Teachers & Support Staff	Developing new or expanded CTE programs	75	Hour	\$7,500	High quality PD

Instructional Services	Career exploration/development	250	Hour	\$4,000	Planning and evaluation
Consultants/Professional Development for Teachers & Support Staff	Improving integration of academics and CTE	750	Flat	\$750	High quality PD
Instructional Services	Evaluation of programs/curricula	100	Hour	\$2,000	Data collection/management
<b>Sub-Total</b>				\$14,250	✓

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

<b>7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.</b>	<b>Comments</b>	<b>Amount</b>	<b>Select a Primary Function</b>
Textbooks and Related Software/Media/Materials	Improving integration of academics and CTE	\$1,259	Instruction-School day (public, K-12)
Instructional Technology	Skillbuilding for quality careers	\$5,000	Instructional technology
Instructional Technology	Upgrading/improving existing CTE programs	\$4,000	Instructional technology
Textbooks and Related Software/Media/Materials	Career exploration/development	\$5,000	Instruction-School day (public, K-12)
<b>Sub-Total</b>		\$15,259	✓

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**

<b>8. Travel: Mileage, conference registration, hotel, and meals.</b>	<b>Comments</b>	<b>Amount</b>	<b>Select a Primary Function</b>
Certified Classroom Teachers (providing group instruction)	Teacher access to Council for Economic Education's Financial Literacy and Economic Education Conference	\$595	High quality PD
Grant Program Manager/Coordinator (supervisory)	Curriculum Coordinator access to Association for Career and Technical Education Best Practices and Innovations Conference	\$330	High quality PD
Grant Program Manager/Coordinator (supervisory)	Curriculum Coordinator access to LearnLaunch Across Boundaries conference	\$350	High quality PD
Certified Classroom Teachers (providing group instruction)	Continued professional development in project-based learning with a focus on assessment of technical skills, critique/collaboration, and public exhibition of work; \$300 per teacher x 10 teachers = \$3000	\$1,000	High quality PD
<b>Sub-Total</b>		\$2,275	↓

**If "Other" has been selected above, you must provide details in the corresponding Comment sections.**



9. Other Costs: Please indicate the amount requested in each category.	Comments	Amount	Select a Primary Function
Memberships/Subscriptions	Membership to ACTE (national dues \$80 + state dues \$30) + subscriptions to industry journals and periodicals	\$500	High quality PD
Maintenance of Equipment	Maintenance to support up-to-date conditions in shops with a focus more frequent maintenance scheduling (\$100 per hour x 10 hours = \$1000 x 3 shops = \$3000)	\$2,000	Other
Memberships/Subscriptions	Subscriptions for continued student access to Imblaze internship platform (50 student licenses + 3 faculty advisor licenses + internship coordinator access = \$1600)	\$1,600	High quality PD
<b>Sub-Total</b>		<b>\$4,100</b>	

11. Equipment: List only items costing \$5,000 or more per unit.	Comments	Amount	Select a Primary Function
<b>Instructional Equipment</b>	3D Printer for advanced Engineering to produce high-fidelity prototypes on industry level equipment that will allow students to experience production level quality + glowforge	\$6,005	Instructional technology
<b>Non-Instructional Equipment</b>			
<b>Sub-Total</b>		<b>\$6,005</b>	

**Total Activity Funds Requested: \$49,841**

## Project Expenditures - Detailed Information

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### STAFFING CATEGORIES DETAIL EXPENDITURES<br/><br/>

1. Administrator Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Administrator Salaries (MTRS)			<input type="checkbox"/>	
Administrator Salaries (non-MTRS)				
<b>Sub-Total</b>				

2. Instructional/Professional Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Instructional/Professional Staff Salaries (MTRS)			<input type="checkbox"/>	
Instructional/Professional Staff Salaries (non-MTRS)				
<b>Sub-Total</b>				

3. Support Staff Salaries:	# of Staff	FTE	MTRS <sup>1</sup>	Amount
Support Staff Salaries (MTRS)			<input type="checkbox"/>	
Support Staff Salaries (non-MTRS)				
<b>Sub-Total</b>				

4. Stipends:	# of Staff	MTRS <sup>1</sup>	Amount
Stipends (MTRS)	0	<input type="checkbox"/>	\$0
Stipends (non-MTRS)	18		\$7,952
<b>Sub-Total</b>			<b>\$7,952</b>

5. Fringe Benefits:	Amount
5-a MA Teachers' Retirement System (Federally-Funded Grants Only)	\$0
5-b Other (total)	\$0
<b>Sub-Total</b>	<b>\$0</b>

<b>6. Contractual Services: Services provided and the amount to be paid.</b>	<b>Amount</b>
<b>Contractual Services Total</b>	<b>\$14,250</b>

<b>7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.</b>	<b>Amount</b>
<b>Supplies and Materials Total</b>	<b>\$15,259</b>

<b>8. Travel: Mileage, conference registration, hotel, and meals.</b>	<b>Amount</b>
<b>Travel Total</b>	<b>\$2,275</b>

<b>9. Other Costs:</b>	<b>Amount</b>
<b>Other Costs Total</b>	<b>\$4,100</b>

<b>10. Indirect Costs:</b>	<b>Rate (%)&lt;br/&gt;Cannot exceed approved rate</b>	<b>Amount</b>
<b>Indirect Costs:</b>	2.57	<b>\$972</b>

<b>11. Equipment: List only items costing \$5,000 or more per unit.</b>	<b>Amount</b>
<b>Equipment Total</b>	<b>\$6,005</b>

**Total Allocation Amount: \$50,813**  
**Total Funds Requested: \$50,813**  
**MTRS Applicable Amount: \$0**  
**Balance Remaining: \$0**

Approved 12-12-19  
Juliet Berk

Vendor Name		Department of Public Health		DPH Bureau/Program Name		Today's Date	
Public Schools of Brookline				FL2021		11/13/2019	
Vendor Code VC6000191738		\$ 2,020.00	Contract Number		RFR# 19129		
Program Component	FTE	CURRENT BUDGET (A)	Proposed Changes +/- (B)	Proposed New Budget (C)	Justification (D)		
<b>1. Direct Care/Prog. Support Staff</b>							
RN Case Manager/Data Support	0.30	\$ 36,000.00	\$ 2,000.00	\$ 36,000.00	Case manager to focus on health needs assessment since health clerk position not allowed by grant		
Per Diem RNs		\$ 15,000.00	\$ -	\$ 17,000.00	Moved to appropriate line, increased to meet needs		
Substitute staff for SOS program		\$ 4,000.00	\$ -	\$ 4,000.00	Sub teachers so trained staff can implement SOS		
Para for therapeutic program		\$ 15,000.00	\$ (6,450.00)	\$ 8,550.00	Unalbe to move forward with para for TLC program due to space and financial constraints. Will focus on developing SEL with		
<b>SUB TOTAL</b>	0.30	\$ 70,000.00	\$ (4,450.00)	\$ 65,550.00			
Fringe Benefits	0.00%			\$ -			
<b>1. TOTAL DIRECT CARE/PROGRAM STAFF</b>		\$ 70,000.00	\$ (4,450.00)	\$ 65,550.00			
Program Component		CURRENT BUDGET (A)	Proposed Changes +/- (B)	Proposed New Budget (C)	Justification (D)		
<b>2. Other Direct Care/Program</b>							
Health Curriculum and training		\$ 2,000.00	\$ -	\$ 2,000.00			
Computer software fir EHR		\$ 15,000.00	\$ -	\$ 15,000.00			
Conferences/PD and Consults		\$ 5,000.00	\$ 3,250.00	\$ 8,250.00	Added SEL consult to nursing PD and conference		
Supplies and Materials		\$ 2,000.00		\$ 2,000.00			
SEL Materials		\$ 1,000.00	\$ 1,200.00	\$ 2,200.00	Added required materials for SEL pilot		
<b>2. TOTAL OTHER DIRECT/PROGRAM</b>		\$ 25,000.00	\$ 4,450.00	\$ 29,450.00			
<b>Occupancy</b>							
Program Facility				\$ -			
Facility Operations, Maint. and Furn.				\$ -			
<b>3. TOTAL OCCUPANCY</b>		\$ -	\$ -	\$ -			
<b>SUB TOTAL: 1 + 2 + 3</b>		\$ 95,000.00	\$ -	\$ 95,000.00			
<b>Administrative Support</b>							
Max Cap Amount:	5.26%						
<b>4. AGENCY ADMIN. SUPPORT</b>		\$ 5,000.00		\$ 5,000.00			
<b>TOTAL 1+ 2 + 3 + 4 + 5</b>		\$ 100,000.00	\$ -	\$ 100,000.00			