

RECORD OF A REGULAR MEETING OF THE BROOKLINE SCHOOL COMMITTEE ON **THURSDAY, OCTOBER 9, 2025** AT 6:10 PM, IN THE WALSH SCHOOL COMMITTEE MEETING ROOM, BROOKLINE TOWN HALL, 333 WASHINGTON STREET. NOTICE OF THIS MEETING WAS FILED WITH THE TOWN CLERK.

*School Committee Members present:* Valerie Frias (Chair), Sarah Moghtader (Vice Chair), Suzanne Federspiel, Jesse Hefter, Andreas Liu, Mariah Nobrega, Danna Perry, Carolyn Thall, and Robert Weintraub.

*Staff present:* Bella Wong, Interim Superintendent; Dr. Matt DuBois, Senior Director of Clinical Services and Social-Emotional Learning; Dr. Susan Givens, Deputy Superintendent for Administration and Finance (remote); Dr. Robin Benoit, Interim Deputy Superintendent for Teaching and Learning; and Dr. Karen Shmukler, Interim Deputy Superintendent for Student Services.

Ms. Frias announced that she is participating in the meeting remotely. Ms. Moghtader was asked to Chair the meeting.

**1. CONSENT AGENDA**

**ACTION 25-134**

On a motion of Ms. Federspiel, and seconded by Ms. Nobrega, the School Committee VOTED UNANIMOUSLY, by roll call, with 9 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Nobrega, Ms. Perry, Ms. Thall, and Dr. Weintraub), 0 opposed, and 0 abstentions, to approve the following Consent Agenda items:

- a. Past Records: September 11, 2025 School Committee Meeting
- b. Past Records: September 18, 2025 School Committee Meeting
- c. International Student Trip: Brookline High School Trip to Taiwan, April 16-25, 2026 (Attachment A)
- d. Accounts Payable Reports: September 12, September 19, and September 26, 2025 (Attachments B, C, and D)

**2. ADMINISTRATIVE BUSINESS**

**a. Brookline High School Building Project: BLW Engineers Inc., Contract for HVAC Engineering Services at 22 Tappan Street, \$175,700**

**ACTION 25-135**

On a motion of Dr. Hefter, and seconded by Ms. Nobrega, the School Committee VOTED, by roll call, with 8 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Liu, Ms. Nobrega, Ms. Perry, Ms. Thall, and Dr. Weintraub), 0 opposed, and 1 abstention (Dr. Hefter), to approve the Contract with BLW Engineers Inc., for HVAC Engineering Services at 22 Tappan Street in the amount of \$175,700 (Attachment E).

**b. Brookline High School Roofing Project: Change Order No. 1, Corolla Contracting, Inc., \$8,782.75**

**ACTION 25-136**

On a motion of Dr. Hefter, and seconded by Ms. Nobrega, the School Committee VOTED UNANIMOUSLY, by roll call, with 9 in favor (Ms. Frias, Ms. Moghtader, Ms.

Federspiel, Dr. Hefter, Dr. Liu, Ms. Nobrega, Ms. Perry, Ms. Thall, and Dr. Weintraub), 0 opposed, and 0 abstentions, to approve Change Order No. 1 with Corolla Contracting in the amount of \$8,782.75 for the Brookline High School Roofing Project (Attachment F).

**c. Approval of Grant: Brookline Education Foundation, \$11,300, Consulting with SchoolKit Group to support the Literacy Program Implementation**

**ACTION 25-137**

On a motion of Ms. Nobrega, and seconded by Ms. Federspiel, the School Committee VOTED UNANIMOUSLY, by roll call, with 9 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Nobrega, Ms. Perry, Ms. Thall, and Dr. Weintraub), 0 opposed, and 0 abstentions, to approve the grant award from the Brookline Education Foundation in the amount of \$11,300 for consulting with SchoolKit Group to support the literacy program implementation (Attachment G).

**3. PUBLIC COMMENT**

Jennifer Roberts provided public comment to address the issue of student transportation from South Brookline to Brookline High School. She noted that the low ridership reported on some of these routes is not due to lack of interest from South Brookline families, but rather is a result of inconvenient scheduling. For example, some of the morning bus routes are so early that students arrive 45 minutes before school begins. She and other families are eager to partner with school district staff to address this matter so that the transportation service meets the needs of BHS students and families who live in South Brookline.

**4. PRESENTATIONS AND DISCUSSIONS OF CURRENT ISSUES**

**a. Brookline Youth Health Survey: Summary, Trends, and Next Steps**

Dr. Matt DuBois, Senior Director of Clinical Services and Social-Emotional Learning, provided an update from the Brookline Youth Health Survey (Attachment H). He emphasized that he and the rest of the PSB clinical team continuously evaluate (measure) the impact of their programming on student outcomes. This measurement takes the form of: repeated engagement in universal screening and surveying; administration of the Brookline Youth Health Survey every other year; continuous review of attendance data; review of special education referrals; and review of the impact of counseling on individual student outcomes. Dr. DuBois described the theory of action that guides the district's social-emotional and mental health efforts. The theory of action states that we will improve mental health outcomes for students if we: increase access to community-based mental health care; enhance educator/adult wellness and capacity to support students with intensive mental health needs; provide additional support and training to parents and guardians; increase access to protective factors (such as supportive relationships); increase explicit instruction in social-emotional skills (prevention) and healthy coping; focus on suicide prevention in middle school and high school; and increase access to evidence-based, tiered, school-based mental health interventions. Dr. DuBois discussed some of the primary drivers of student mental health declines, such as access to mental health care, a pre-existing decline accelerated by COVID-19, and the harms posed by social media and screen overuse.

Dr. DuBois explained that the Brookline Youth Health Survey (formerly called the Youth Risk Behavior Survey - YRBS) is administered every other year. The BYHS was developed by the school district in collaboration with Brookline's Department of Public Health and includes questions from the YRBS, as well as other questions that are tailored to the specific needs and

goals of Brookline. The survey was administered in April and May, 2025. The full summary and trends report from the BYHS is almost final; it is expected to be ready by late fall and will be published on the district website as soon as it's available. The following guiding questions were offered to assist in understanding the presentation and results:

- What percentage of students are experiencing mental health symptoms that may require intervention?
- What percentage of students are experiencing more intensive mental health symptoms (e.g., self-harm, suicidality)?
- What percentage of students have consistent access to protective factors?
- Are there groups of students who are more likely to experience mental health symptoms?
- How do students describe their use of social media and technology?
- Is there a relationship between use of social media and mental health?
- How do students describe their use of substances?

Overall, there was much positive data to report, but Dr. DuBois noted there is always more work to do. For example, among BHS students, the self-reported “persistent feelings of sadness or hopelessness” has dropped from 28% in 2023 to 15% in 2025. Another example from BHS students is self-reported “seriously considering suicide”, which dropped from 12% in 2023 to 8% in 2025. These are very promising trends, but more work remains. One of the key components to address mental health concerns is an emphasis on “belonging”. Increased feelings of belonging contribute to improved mental health, and school district staff have actively and intentionally invested time and energy in improving students’ feeling of belonging.

Dr. DuBois shared data on student technology and social media use, including frequency and hours of use, and the impact to students (including interference with homework completion, and interference with sleep), and data on marijuana, alcohol, and vaping use by students. He closed his report with a series of next - and ongoing - steps, including proactive supports (for example, continue to actively teach social-emotional skills, continue to administer a mental health screening in October and March); responsive supports (for example, use of the iDecide Curriculum, and well-defined crisis response procedures and protocols); and continue to partner with Brookline’s Department of Public Health and the Brookline Wellness and Prevention Coalition.

Members, and Interim Superintendent Wong, expressed their gratitude to Dr. DuBois for this thoughtful presentation and for his work leading the district in these important activities and initiatives. Members emphasized that these efforts to address and support student mental health have a direct, significant, and positive impact on student educational outcomes.

## **5. SCHOOL COMMITTEE ACTIONS**

### **a. FY27-FY31 Budget Guidelines: Discussion and Possible Vote**

Ms. Nobrega directed members to the FY27-FY31 Budget Guidelines – Second Draft (Attachment I). She and Dr. Hefter incorporated feedback from the prior meeting into this second draft. Ms. Perry shared budget guidelines from three neighboring school districts (Newton, Shrewsbury, and Weston) for comparative purposes (Attachment J).

Since this is a possible override year, and with agreement from Interim Superintendent Wong, members decided it would be wise to limit the guidelines to only FY27 recommendations.

Items 1d through 1g refer to FY28, FY29 and FY30 recommendations.

**ACTION 25-138**

On a motion of Ms. Perry, and seconded by Dr. Liu, the School Committee VOTED UNANIMOUSLY, with 8 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Ms. Nobrega, Ms. Perry, Ms. Thall, and Dr. Weintraub; Ms. Thall was not present for the vote), 0 opposed, and 0 abstentions, to remove items 1d, 1e, 1f, and 1g from the FY27-FY31 Budget Guidelines – Second Draft.

Members discussed item 1c, which refers to funding for the Extended School Year (ESY) program. Ms. Perry noted that ESY programming is mandatory for any student who is eligible, and so funding is required. She suggested that item 1c is, therefore, unnecessary. Ms. Nobrega reminded members that this language was added several years ago to ensure a more robust ESY program with additional wrap-around opportunities. Dr. Shmukler confirmed that there will be no reduction to the current robust ESY programming.

**ACTION 25-139**

On a motion of Ms. Perry and seconded by Dr. Hefter, the School Committee VOTED, with 7 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Perry, and Dr. Weintraub; Ms. Thall was not present for the vote), 0 opposed, and 1 abstention (Ms. Nobrega), to remove item 1c from the FY27-FY31 Budget Guidelines – Second Draft.

Members discussed item 3a in the Climate and Culture section. Ms. Moghtader suggested that this recommendation be moved to the Teaching and Learning section, where it would become the new item 1c. After extensive discussion, members agreed on revised language for this recommendation.

**ACTION 25-140**

On a motion of Ms. Moghtader, and seconded by Ms. Federspiel, the School Committee VOTED, by roll call, with 7 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Perry, and Dr. Weintraub; Ms. Thall was not present for the vote), 0 opposed, and 1 abstention (Ms. Nobrega), to move the item currently in 3a to 1c in the FY27-FY31 Budget Guidelines – Second Draft document, with revised language as follows: *Identify the resources included in the budget that support the educational equity goals outlined in the strategic plan.*

Members discussed item 2a, which concerns a proposed policy on *The Life of the School*. Ms. Nobrega explained some of the history of the proposed policy. As the policy has not been adopted it was agreed that this item should be removed from the budget guidelines.

**ACTION 25-141**

On a motion of Dr. Hefter, and seconded by Ms. Perry, the School Committee VOTED, by roll call, with 6 in favor (Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Perry and Dr. Weintraub; Ms. Thall was not present for the vote), 0 opposed, and 2 abstentions (Ms. Frias and Ms. Nobrega) to remove item 2a from the FY27-FY31 Budget Guidelines – Second Draft.

Ms. Nobrega will incorporate these edits into a new draft which will be presented to the Finance and Capital Projects Subcommittee on October 16, and then to the full School Committee on October 22.

**6. SUPERINTENDENT'S REPORT**

**a. Proposed Memorandum of Agreement between the Town of Brookline and the Public Schools of Brookline: Review, Discussion and Possible Vote to Authorize the Superintendent to Sign.**

Interim Superintendent Wong stated that one of her priorities upon joining the school district has been to address questions about the monitoring of PSB financial processes. The school district's FY26 budget is premised on funding from the circuit breaker reimbursement account, which means it will not be available in FY27. This structural deficit is enough that the community is actively engaged in a discussion about the need for an override. In furtherance of this possibility, the Town has established an Expenditures and Revenues Study Committee (ERSC) who is tasked with reviewing information and making a recommendation to the Select Board of whether or not an override vote should be placed on the ballot in May 2026. All Town departments, including the school department, are answering questions from the ERSC. Interim Superintendent Wong and her senior leadership team worked collaboratively to answer an extensive set of questions from the ERSC [as discussed at a School Committee meeting on September 26, 2025].

The school district's finances were reviewed in spring 2025 by CliftonLarsonAllen (CLA). The Town's Audit Committee has led discussions about what the next steps should be in response to the CLA Report. The draft MOA presented this evening was developed by Interim Superintendent Wong, Town Administrator Carey, Deputy Superintendent for Administration and Finance Givens, and Deputy Town Administrator Goff. This MOA will become the guiding document for next steps, including the establishment of regular reporting and monitoring of the budget. Interim Superintendent Wong described each of the MOA components. The MOA will sunset on September 30, 2026.

**ACTION 25-142**

On a motion of Ms. Nobrega, and seconded by Dr. Hefter, the School Committee VOTED UNANIMOUSLY, by roll call, with 8 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Nobrega, Ms. Perry, and Dr. Weintraub; Ms. Thall was not present for the vote), 0 opposed, and 0 abstentions, to authorize the Superintendent to execute the Memorandum of Agreement between the Town of Brookline and the Public Schools of Brookline (Attachment K).

Interim Superintendent Wong provided an update to the Committee about the results of a recent audit by the Department of Elementary and Secondary Education. In February 2025 the school district received notice of an audit of the IDEA Grant (Individuals with Disabilities Education Act). This was a targeted fiscal review to determine whether IDEA funds were completely, appropriately, and reasonably expended on students with disabilities. Significant staff resources were required to respond to the audit. The district received notice this week that DESE has completed its review. Within the scope of the review, DESE identified no areas of non-compliance and no corrective action is required. Ms. Wong remarked that, in her experience, it is unusual to have not a single corrective action in an audit of this magnitude; the IDEA grant is the most complex and highly regulated grant that the district receives. She

commended the work of the PSB staff for this excellent result, and the School Committee concurred.

**7. SUBCOMMITTEE AND LIAISON REPORTS**

**a. Curriculum**

Ms. Federspiel announced that the Curriculum Subcommittee will host principals at meetings on October 20 and October 23, at which time each principal will present an update on their School Improvement Plan. Five principals will present at each meeting.

**b. Finance and Capital Projects**

The Finance and Capital Projects Subcommittee will meet on October 16. Ms. Nobrega reported that the subcommittee expects to hear a presentation from Charlie Simmons, Director of Public Buildings for the Town, about summer mini-CIP (deferred maintenance) projects in the schools, as well as budget updates on his deferred maintenance and repair & maintenance accounts.

**c. Government Relations**

Ms. Federspiel announced that the Government Relations Subcommittee met yesterday to review relevant warrant articles for the Special Town Meeting. The subcommittee's recommendations will be presented to the School Committee for consideration at the October 22 meeting.

**d. Policy**

Dr. Liu reported that the Policy Subcommittee will meet on October 21. The agenda is expected to include a review of a Building Usage and Access policy, and updates to the Flag Protocol and Pledge of Allegiance policy.

**e. Other Liaisons and Updates**

Ms. Nobrega announced that the Expenditures and Revenues Study Committee met earlier this week. The ERSC agreed to divide up into three smaller work groups to better manage the work streams. The work groups are: Schools, Town, and Future.

Dr. Liu provided an update on the Pierce School Building Project. He noted that the steel frame for the project was erected as scheduled (the steel for the project was purchased and stockpiled, so there were no complications or added costs due to tariffs). The Pierce Park will be dug-up in November to start the process for installation of the geothermal system. The park will be unavailable for public use for approximately one year.

**8. NEW BUSINESS**

Ms. Perry thanked the Senior Center for graciously hosting a recent visit by Dr. Hefter, Dr. Weintraub, and herself. Ms. Perry said they appreciated the opportunity to meet with some of Brookline's seniors in a meeting facilitated by Emily Williams, the Executive Director.

**9. PROPOSED EXECUTIVE SESSION**

**ACTION 25-143**

On a motion of Ms. Moghtader, and seconded by Ms. Federspiel, the School Committee VOTED UNANIMOUSLY, by roll call, with 8 in favor (Ms. Frias, Ms. Moghtader, Ms. Federspiel, Dr. Hefter, Dr. Liu, Ms. Nobrega, Ms. Perry, and Dr. Weintraub; Ms. Thall

was not present for the vote), 0 opposed, and 0 abstentions, to meet in Executive Session pursuant to Massachusetts General Laws chapter 30A, section 21(a) for purpose 3, to discuss strategy with respect to collective bargaining with the Brookline Educators Union (BEU) Unit A (Grievance), if an open meeting may have a detrimental effect on the bargaining position of the Committee and the Chair so declares.

Ms. Moghtader announced that the School Committee would not return to open session.

**10. ADJOURNMENT**

The meeting (open session) was adjourned at 9:25 pm.

Respectfully submitted,  
Betsy Fitzpatrick, Executive Assistant  
Brookline School Committee



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**BELLA WONG**  
INTERIM SUPERINTENDENT OF SCHOOLS

**ROBIN BENOIT, Ph.D.**  
INTERIM DEPUTY SUPERINTEND OF TEACHING AND LEARNING

**Brookline High School**  
**Chinese Trip to Taiwan**  
**International Field Trip Application**  
**April 16, 2026 – April 25, 2026**

For review and consideration by the  
Brookline School Committee

| Approval Route:     | Approved  | Denied | *Returned |
|---------------------|-----------|--------|-----------|
| Copies to:          |           |        |           |
| TEACHING & LEARNING | <u>RA</u> |        |           |
| SUPERINTENDENT      | <u>RA</u> |        |           |
| SCHOOL COMMITTEE    |           |        |           |
| MEETING DATE        |           |        |           |
| *REASON RETURNED:   |           |        |           |

# **PUBLIC SCHOOLS OF BROOKLINE**

## **School Committee Proposal April 2025**

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1. Statement of Purpose
2. Application for Out-of-Country Field Trip
3. Projected Costs
4. Itinerary

### **Statement of Purpose**

#### **Chinese Trip to Taiwan April 16-25, 2026 Brookline High School**

The goal of this trip is closely aligned with goal 2 of the Public Schools of Brookline's strategic plan to implement a *culturally responsive approach to community engagement, which not only respects and acknowledges the diverse backgrounds of our stakeholders but also actively seeks to integrate their perspectives and needs into our educational strategies*. This trip is also aligned with goal 3 of PSB's current strategic plan: *To partner with families and the community to create safe environments that promote belonging*.

Taiwan, a mountainous island located off the coast of mainland China, presents a unique and invaluable setting for cultural and linguistic study. With a heritage shaped by a complex historical trajectory, Taiwan integrates Chinese language, traditions, customs, festivals, arts, and symbols while maintaining its own distinct identity. This balance allows students to experience the continuity of Chinese culture in a vibrant, contemporary context, deepening their appreciation for both its historical foundations and modern expressions.

The proposed program is designed to extend classroom learning into an immersive environment that integrates multiple disciplines, including language, history, geography, outdoor education, and environmental science. Students will engage in direct application of Chinese in authentic settings while developing a broader understanding of Taiwan's historical layers, from periods of colonial influence to the contributions of indigenous cultures. Through structured activities, guided cultural exploration, and collaborative language projects, participants will strengthen both their linguistic proficiency and their intercultural competence, equipping them with skills and perspectives that extend far beyond the classroom.

Ultimately, this program offers students more than a travel experience—it cultivates global citizenship, cross-cultural understanding, and the confidence to engage meaningfully in diverse communities. By connecting their classroom studies with lived experiences abroad, students will return with strengthened Mandarin proficiency, an enriched worldview, and a deeper appreciation for cultural perspectives beyond their own. These outcomes directly support the district's commitment to preparing students with the language, skills, and cultural awareness necessary for success in today's interconnected world.

Trip highlights include:

- Visit Taipei 101, CKS Memorial Hall, Ximending, National Palace Museum, Shifen Waterfall, Guangxing Paper Mill, Sun Moon Lake, Formosan Aboriginal Culture Village, Kenting National Park, etc.

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- Enjoy delicious Chinese food
- Explore local night markets
- Participate in a hands-on cooking and tea-making workshop
- Immerse in language and culture

APPLICATION FOR ALL OUT-OF-STATE, OVERNIGHT FIELD TRIPS

Before the trip is announced to students, please submit this form to the Superintendent of Schools:

(a) three (3) months in advance if the trip is within the United States, or

(b) six (6) months in advance if the trip is out-of-the country.

For clarity, all forms are to be word-processed, NOT handwritten. To maintain the formatting, delete the lines.

**TRIP LOGISTICS:**

1. Name of Field Trip: **BROOKLINE HIGH SCHOOL TAIWAN TRIP**
2. Educator Requesting Field Trip Approval: **BROOKLINE HIGH SCHOOL Chinese TEACHERS: Wan Wang & Fu-Tseng Chang**
3. School: **BROOKLINE HIGH SCHOOL** Grade Level: **11-12**
4. Have you reviewed the *School Committee Policy I 3 a. for School-Sponsored Field Trips*? **YES**
5. Have you reviewed the document "*Administrative Procedures for School-Sponsored Field Trips*"? **YES**
6. What is your destination?

**Cities in Taiwan include: Taipei, Shifen, Taichung/Puli, Sun Moon Lake, Kaohsiung/Kenting**

- **4/16-18 Taipei**
- **4/19 -4/23 Shifen, Taichung/Puli, Sun Moon Lake,**
- **4/24-25 Taipei**
- **4/25 Fly back to Boston**

7. What is the date and time you are leaving school? **April 16, 2026**
8. What is the date and time you are returning to school? **April 25, 2026**
9. Do the dates of the trip conflict with any religious holidays or observances?  
- **NO.**
10. How many days will students miss from school? **Two days, Thursday, April 16th, and Friday, April 17th.**

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11. How are students being transported (school bus, chartered bus, plane, rail, etc)?

- Each family will be responsible for transporting their student to the airport (flight details will be provided in advance)
- 4/16 Plane to Taiwan
- 4/17 Chartered bus to hotel. MRT (subway) in Taipei
- 4/18 MRT (subway) in Taipei
- 4/19 -4/23 Chartered Bus
- 4/24 back to Taipei: Charter bus to Kaohsiung HSR station. Take the HSR (high-speed train) back to Taipei. Charter bus from Taipei Main Station to the hotel. MRT in Taipei
- 4/25 Chartered bus to the airport

12. How many students will be participating in the field trip? 16

13. What members of the student body are eligible for the trip? All current Chinese students in grades 11 to 12. 11th and 12th graders will be given priority. 10th grade will only be considered if there are not enough eligible 11th and 12th-grade applicants. If more than 16 students apply, a lottery will be held.

14. How are students selected to participate in this field trip?

- Successful completion of at least one year of Chinese.
- Good character and citizenship, as defined by the deans and their designees
- Good academic record
- Ability to serve as an ambassador of Brookline and the United States of America
- Interest in Mandarin and Chinese Culture
- A demonstrated sensitivity to other people and cultures
- Successful completion of the application

15. Where will students be staying?

Students will be staying in 3-4 star hotels centrally located in the following cities.

- Taipei (4 nights)
- Sun Moon Lake (2 nights)
- Kenting (2 nights)

16. What are the names and cell phone numbers of the primary staff chaperones on the trip?

- Wan Wang - BHS Chinese teacher (REDACTED)
- Fu-Tseng Chang - BHS Chinese teacher (REDACTED)
- Real Asia Tour Guide (once in Taiwan)- phone number TBD

17. Other than those listed in #16 above, what are the names and roles (teacher, parent, etc) of other adult chaperones who will be on the trip?

## **PUBLIC SCHOOLS OF BROOKLINE**

**In addition to the BHS Chinese teacher chaperones, we will be working with a Tour Guide provided by Real Asia (our travel agency), who will accompany us from the airport on the first day of the trip until we leave on the last day of the trip.**

**Quoted from Real Asia regarding the tour guides: ‘Real Asia prides itself on the quality and knowledge of our local guides. All our guides have not only been certified by the local government, but more importantly, each one has been hand-selected and trained to meet Real Asia’s standards of professionalism, ethics, and experience. Year after year, our clients have rated them as having “exceeded expectations.**

**They don't just manage travel logistics; they're your gateways to the heart of each location. With their deep knowledge, they'll unveil the hidden gems, ensuring your safety and health throughout the adventure. ”**

### **EDUCATIONAL RELEVANCE**

**18. What is the purpose of the trip, and how does it relate to Brookline’s Learning Expectations (K-8) or BHS Course Syllabi?**

- **Strengthened Mandarin proficiency**
- **Greater intercultural competence and global citizenship**
- **Enriched worldview and appreciation for diverse perspectives**
- **Confidence in engaging across cultures**
- **Supports district goals: preparing students with language, skills, and cultural awareness for a globalized world**

**19. Describe activities planned before the trip to prepare students:**

- **Directed Study of Chinese culture, geography, history, and art as it relates to the sights we will visit**
- **Fundraising events**
- **Meetings to build group cohesion**
- **Participating students will present on the major sights that we will visit**
- **Meeting to review logistics and expectations with students and caregivers, and to prepare students to be ambassadors of Brookline**

**20. Describe activities planned after the trip for students to wrap up/reflect:**

**Formal presentation for Chinese classes, caregivers, and other World Language classes (Google presentations and personal narratives)**

### **ACCESSIBILITY AND STUDENT SAFETY**

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21. To what extent does the field trip group reflect the diversity of the school population? What efforts will be undertaken to ensure that, to the greatest extent possible, the participants in this field trip reflect the diversity of the school population?

**We will make every effort to make sure that the participants in this trip represent the diversity of students in Brookline High School. The trip will prioritize Junior and Senior students in the Chinese program at BHS. Since Chinese is a smaller program, Ms. Wang and Mr. Chang both have taught every student in the program and have a relationship with each potential participant. Both teachers will work closely to advertise the trip frequently in all the classes. Similarly, both teachers will be able to inform students who might be hesitant to apply for financial reasons of the financial scholarships that students might receive. Junior and Senior Chinese students will have preference in this selection process, and if space is available, the trip might be open to 10th-grade language students. Acceptance on the trip will be needs-blind, and financial help will be decided by the Department of Financial Assistance of PSB. Once participants are chosen, Mr. Chang and Ms. Wang will work closely with each family to assist in the procurement of necessary travel documents. Similarly, we will advertise the travel opportunity through Steps to Success, METCO, and the African American and Latino Scholars program.**

22. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc?

**Both Ms. Wang and Mr. Chang are current Mandarin teachers at Brookline High School and have a strong relationship with the prospective trip participants. They both led the Latin trip to Italy in April 2025. Ms. Wang has taken students on local field trips multiple times. Both Ms. Wang and Mr. Chang are experienced world travelers in China and Taiwan in the summertime.**

23. What is the name and location of the medical facility closest to your destination?

**There is a list of emergency contact hospitals:**

- **Taipei**

**Mackey Memorial Hospital 台北馬偕紀念醫院**

**No. 92, Section 2, Zhongshan North Rd., Taipei 台北中山區中山北路二段92號**

**+886-2-2543-3535**

- **Taichung**

**China Medical University Hospital 中國醫藥大學附設醫院**

**No. 2, Yude Rd, North District, Taichung City, 404**

**+886-4-2205 2121**

- **Sun Moon Lake**

**MOHW Nantou Hospital 衛生福利部南投醫院**

**No. 478, Fuxing Rd, Nantou City, Nantou County, 540**

**+886 4 9223 1150**

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- Kaohsiung

**Shin Hua Hospital 新華醫院**

No. 97, Qixian 2nd Rd, Xinxing District, Kaohsiung City, 800

+886 7 287 6080

- Kenting

**MOHW Hengchun Tourism Hospital 衛生福利部恆春旅遊醫院**

No. 188, Hengnan Rd, Hengchun Township, Pingtung County, 946

+886 8 889 2704

24. Will students be swimming? No

25. If traveling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of the Consular statement.

**We have reviewed the State Department summaries for Taiwan. We are aware of the location of the nearest embassy in the event of an emergency.**

<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories/taiwan-travel-advisory.html>

**FUNDING**

26. What is the total cost of the trip? Please detail the major components of the trip below and provide a total.

|                                                                      |                |
|----------------------------------------------------------------------|----------------|
| Program Cost*                                                        | \$4,520        |
| Administrative fees (phone plans, first aid kit, emergency spending) | \$180          |
| <b>TOTAL:</b>                                                        | <b>\$4,700</b> |

\*Program includes: All accommodations with internet, tips to drivers, guides, taxes, and fees, International flights, cultural activities and tours, bilingual local guides, all meals, and water provided, Pre-Trip Orientation, General liability insurance, and Travel Insurance (Basic Plan)

Other options to purchase premium insurance for individual families: see [here](#) for details.

27. How will the field trip be funded?

**The trip will be funded by the families of participating students. Traveling scholarships will be available. We will raise additional funds through fundraising, such as t-shirt sales, bake sales, etc. Based on these needs, we will continue to raise money until we are able to provide for all interested students' financial needs.**

28. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available?

PUBLIC SCHOOLS OF BROOKLINE

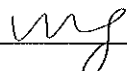
**Partial and full scholarships will be available pending fundraising efforts.**

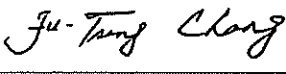
29. If fundraisers are planned to help lower the cost of the trip for all students, please describe those plans here:

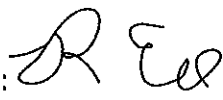
**We will raise funds at school through various fundraising activities, such as bake sales, movie nights, and outside of school by enlisting local Chinese restaurants and interested groups. We will also work with the CHEX committee to see if funding is available.**

SIGNATURES:

Educators Requesting Field Trip Approval

Wan Wang 

Fu-tseng Chang 

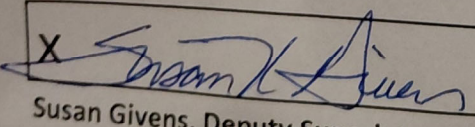
World Language Department Head:   
Rachel Eio

  
Head of School:  
Anthony Meyer

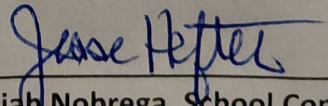
# Town of Brookline - School Accounts Payable (AP) Report 9.12.25

Pay to each of the vendors named in the attached AP batches the sums set against their respective names, amounting in the aggregate to \$355,095.05

| List of AP Batches |      | Amount      |
|--------------------|------|-------------|
| 1                  | 5029 | 58.52 ✓     |
| 2                  | 5036 | 1,907.80 ✓  |
| 3                  | 5047 | 2,279.92 ✓  |
| 4                  | 5065 | 8,474.87 ✓  |
| 5                  | 5066 | 10,241.80 ✓ |
| 6                  | 5068 | 6,880.99 ✓  |
| 7                  | 5074 | 66,260.32 ✓ |
| 8                  | 5097 | 3,939.62 ✓  |
| 9                  | 5098 | 4,507.86 ✓  |
| 10                 | 5100 | 3,181.30 ✓  |
| 11                 | 5101 | 1,931.62 ✓  |
| 12                 | 5111 | 4,485.07 ✓  |
| 13                 | 5112 | 8,596.63 ✓  |
| 14                 | 5115 | 5,487.19 ✓  |
| 15                 | 5116 | 660.00 ✓    |
| 16                 | 5120 | 51,913.50 ✓ |
| 17                 | 5135 | 41,140.28 ✓ |
| 18                 | 5137 | 4,860.62 ✓  |
| 19                 | 5139 | 67,355.74 ✓ |
| 20                 | 5143 | 9,166.09 ✓  |
| 21                 | 5149 | 28,350.00 ✓ |
| 22                 | 5159 | 1,620.00 ✓  |
| 23                 | 5162 | 9,039.30 ✓  |
| 24                 | 5164 | 12,756.01 ✓ |
| 25                 |      |             |

X   
 Susan Givens, Deputy Superintendent, A&F

Total: \$355,095.05

X  9/11/25  
 Mariah Nobrega, School Committee Member

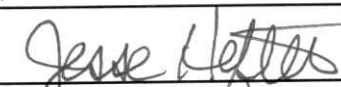
**Town of Brookline - School Accounts Payable (AP) Report 9.19.25**

**Pay to each of the vendors named in the attached AP batches the sums set against their respective names, amounting in the aggregate to \$371,777.93**

|    | <b>List of AP Batches</b> | <b>Amount</b> |
|----|---------------------------|---------------|
| 1  | 5142                      | 5,022.56 ✓    |
| 2  | 5156                      | 875.43 ✓      |
| 3  | 5157                      | 30,778.91 ✓   |
| 4  | 5169                      | 24,135.77 ✓   |
| 5  | 5172                      | 3,420.57 ✓    |
| 6  | 5184                      | 71,467.00 ✓   |
| 7  | 5185                      | 3,250.00 ✓    |
| 8  | 5196                      | 302.89 ✓      |
| 9  | 5197                      | 241.40 ✓      |
| 10 | 5201                      | 12.74 ✓       |
| 11 | 5202                      | 10,829.61 ✓   |
| 12 | 5204                      | 4,866.56 ✓    |
| 13 | 5206                      | 3,150.00 ✓    |
| 14 | 5208                      | 5,473.61 ✓    |
| 15 | 5217                      | 18,397.18 ✓   |
| 16 | 5237                      | 1,966.93 ✓    |
| 17 | 5240                      | 31,303.60 ✓   |
| 18 | 5256                      | 2,404.60 ✓    |
| 19 | 5259                      | 3,399.45 ✓    |
| 20 | 5271                      | 675.62 ✓      |
| 21 | 5273                      | 77,953.39 ✓   |
| 22 | 5276                      | 287.75 ✓      |
| 23 | 5281                      | 50,586.43 ✓   |
| 24 | 5283                      | 132.23 ✓      |
| 25 | 5302                      | 4,650.00 ✓    |
| 26 | 5312                      | 16,193.70 ✓   |

**Total: \$371,777.93**

**X**   
**Susan Givens, Deputy Superintendent, OAF**

**X**   
**School Committee Member**

**Town of Brookline - School Accounts Payable (AP) Report 9.26.25**

**Pay to each of the vendors named in the attached AP batches the sums set against their respective names, amounting in the aggregate to \$657,867.55**

| List of AP Batches |      | Amount       |
|--------------------|------|--------------|
| 1                  | 5190 | 8,139.53 ✓   |
| 2                  | 5192 | 10,765.49 ✓  |
| 3                  | 5244 | 1,600.85 ✓   |
| 4                  | 5248 | 40,595.82 ✓  |
| 5                  | 5257 | 1,845.12 ✓   |
| 6                  | 5261 | 2,707.08 ✓   |
| 7                  | 5277 | 23,681.86 ✓  |
| 8                  | 5282 | 6,762.12 ✓   |
| 9                  | 5293 | 3,165.19 ✓   |
| 10                 | 5294 | 8,010.90 ✓   |
| 11                 | 5303 | 6,493.67 ✓   |
| 12                 | 5314 | 1,883.72 ✓   |
| 13                 | 5316 | 101.52 ✓     |
| 14                 | 5317 | 14,310.07 ✓  |
| 15                 | 5318 | 6,918.73 ✓   |
| 16                 | 5322 | 120.00 ✓     |
| 17                 | 5339 | 200.00 ✓     |
| 18                 | 5345 | 255,853.14 ✓ |
| 19                 | 5355 | 399.00 ✓     |
| 20                 | 5361 | 13,000.00 ✓  |
| 21                 | 5370 | 363.75 ✓     |
| 22                 | 5381 | 29.63 ✓      |
| 23                 | 5386 | 17,051.91 ✓  |
| 24                 | 5392 | 1,242.50 ✓   |
| 25                 | 5394 | 97,415.00 ✓  |
| 26                 | 5400 | 28,240.43 ✓  |
| 27                 | 5403 | 6,882.98 ✓   |
| 28                 | 5406 | 12,123.07 ✓  |
| 29                 | 5412 | 82,374.72 ✓  |
| 30                 | 5417 | 5,589.75 ✓   |

Total: \$657,867.55

X

*Susan Givens*

Susan Givens, Deputy Superintendent, OAF

X

*Jesse Heftler*

School Committee Member



TOWN OF BROOKLINE  
333 Washington Street, Brookline, MA 02445  
SUMMARY SIGNATURE FORM  
BUILDING DEPARTMENT  
SEPTEMBER 2025 BUILDING COMMISSION MEETING—INVOICES

| VEND          | ACCT            | PO | BLD       | SERVICE               | INV# | INV DT | AMT          |
|---------------|-----------------|----|-----------|-----------------------|------|--------|--------------|
| BLW ENGINEERS | 2594C204-6C0002 |    | 22 TAPPAN | HVAC ENGINEERING SVCS |      |        | \$175,700.00 |

Proposal Approval Requested

\$175,700.00

|                                           |
|-------------------------------------------|
| <b>BUILDING COMMISSION</b>                |
| Janet Fierman, Chair <i>Janet Fierman</i> |
| Karen Breslawski <i>Karen Breslawski</i>  |
| George Cole                               |
| Nathan E. Peck <i>Nathan E. Peck</i>      |
| Brooke Duskin <i>Brooke Duskin</i>        |

|                                                        |
|--------------------------------------------------------|
| <b>SELECT BOARD</b>                                    |
| Charles Carey, Town Administrator <i>Charles Carey</i> |
| Bernard Greene, Chair                                  |
| David Pearlman, Vice Chair                             |
| John VanScoyoc                                         |
| Paul Warren                                            |
| Michael Rubenstein                                     |

|                             |
|-----------------------------|
| <b>SCHOOL COMMITTEE</b>     |
| Dr. Andy Liu                |
| Valerie K. Frias, Chair     |
| Sarah Moghtader, Vice Chair |

September 8, 2025

Mr. Charlie Simmons  
Director of Public Buildings  
**Town of Brookline**  
333 Washington Street  
Brookline, Ma. 02445

RE: Brookline High School  
22 Tappan Street  
Brookline, MA

In accordance with your request, BLW Engineers, Inc. (BLW) is pleased to submit a Scope of Services and Proposed Fee to provide Engineering Services at the above referenced facility.

***Scope of Services***

**Task 1 – Construction Document Services** will include the preparation of design documents for Chapter 149 Public Bidding including engineered plans and specifications for demolition/new work for the chiller replacement at the library in accordance with the following:

- HVAC Engineering services will include providing supplemental cooling to areas of the school to provide an indoor air temperature of 78 degrees on a design day. The design shall include new chiller, chiller pumps, water specialties (air separator, expansion tank), piping, fan coil units, ductwork, insulation and automatic controls.
  - Areas of the existing building have been designed for full cooling and have VRF equipment.
  - Majority of the existing building was designed for partial cooling and dehumidification – 78-degree F & 50% RH.
  - Areas reported by the Town of Brookline to be above 78 degrees on design day:
    - 1<sup>st</sup> floor
      - Cafeteria (81.1 deg) – 7,000 square feet
      - Servery (79.2 deg) – 1,560 square feet
    - 2<sup>nd</sup> Floor - none
    - 3<sup>rd</sup> Floor - none
    - 4<sup>th</sup> Floor
      - Corridor South (79.4) – 1,250 square feet
      - Collab South (80 deg) – 880 square feet
- Controls – Update controls Roof Top Units and Air handling Units sequence as required to meet maintain discharge air temperature or space air temperature.

- Classrooms – Review classroom air and controls and adjust where needed.
- HVAC Engineering review shall be provided to confirm the following:
  - Calculate Code Minimum Ventilation - provide table to show existing ventilation and calculated ventilation.
  - Displacement Outlet Register Size – Provide table showing the existing displacement air outlets – face air velocity.
- Electrical engineering services will include power for new HVAC equipment.
- Plumbing Engineering services will include protected water to the chilled water system.
- Fire Protection Engineering services are not included in this proposal.
- Structural Engineering services will include evaluation of existing roof supports and details for connections to existing supports.
- Energy model shall be provide energy usage (EUI) with the existing and added HVAC systems.
- Architectural design shall include cutting pathing gypsum areas and removing and reinstalling drop ceiling where needed.

**Task 2 - Bidding Services** will include attendance at the pre-bid conference; answering of contractor questions during the bid process, issuance of any necessary addenda; and review the bid results for recommendation of the lowest responsible filed sub-bidder and general bidder.

**Task 3 - Construction Administration Services** will include shop drawing review; answering of contractor questions; prepare any project directives; attend all construction meetings with meeting minutes; review any change orders; process payroll requests; perform all construction site visits during construction with field written field reports; and provide final punchlist inspections with reports at the end of the project for each discipline.

**Record Drawings** for each discipline shall be provided to the owner at the completion of the project by the Contractor. BLW will provide electronic files of the mechanical and electrical systems design to the Contractor for the production of Record Drawings and will subsequently review “as-built” drawings prepared by the contractor.

#### ***Assumptions***

- BLW will provide reproducible contract documents for public bid.
- Town of Brookline will provide front end specifications; and advertise project (COMMBUYS, Central Register, local paper, etc.).
- BLW Engineers will advertise in Central Register, obtain wage rates and host bidding on their website at no cost to the Town of Brookline.

- Architectural backgrounds for the work of this project will be developed from existing building plans and site survey; field measurement of building is not included in this proposal.
- Structural Engineering services include design for modification to existing roof supports to accommodate additional chiller weight.
- Existing base building systems (domestic hot water, domestic cold water, electrical, etc.) are adequate for the proposed renovations.
- LEED documentation is not included in this proposal.
- BLW Engineers will assist the Town of Brookline with local utility rebate applications.

***Proposed Fee***

| <b>Engineering Fees</b>                                 |                      |
|---------------------------------------------------------|----------------------|
| Task 1 – HVAC Ventilation Review Table                  | \$ 4,000.00          |
| Task 1 – HVAC Displacement Air Outlets Velocity - Table | \$ 4,500.00          |
| Task 1 – HVAC Classroom - Airflow and Controls Review   | \$ 8,500.00          |
| Task 1 – HVAC and Electrical Construction Documents     | \$ 82,000.00         |
| Task 1 – HVAC – Controls Sequence Updates               | \$ 7,500.00          |
| Task 1 – Structural Review and Detail (Souza True)      | \$ 10,500.00         |
| Task 1 – Energy Modeling (Andelman & Lelek)             | \$ 17,100.00         |
| Task 1 – Cost Estimating (PM&C)                         | \$ 20,400.00         |
| Task 1 - Architectural Design (CGKV Architects)         | \$ 9,500.00          |
| Task 2 – Bidding                                        | \$ 1,200.00          |
| Task 3 – Construction Administration                    | \$ 10,500.00         |
| <b>Total</b>                                            | <b>\$ 175,700.00</b> |

Invoices for the above stated fees would be submitted monthly, based on a lump sum, percent complete basis by task.

Thank you for the opportunity to present this proposal. If you have any questions or need additional information, please feel free to contact our office.

Very truly yours,

Accepted:

**BLW Engineers, Inc.**

**Town of Brookline**

*Bill Scanlon*

\_\_\_\_\_  
Bill Scanlon, Principal

\_\_\_\_\_  
date:

## TOWN OF BROOKLINE

333 Washington Street, Brookline, Massachusetts 02146

## PURCHASE ORDER CHANGE FORM

INVOICE DATE: 04-Sep-25

|     |                                                                 |
|-----|-----------------------------------------------------------------|
| TO: | COROLLA CONTRACTING INC.<br>15 BATES AVE.<br>WINTHROP, MA 02152 |
|-----|-----------------------------------------------------------------|

Purchase Order Number  
20255470Vendor Number  
5125ORIGINAL QUOTE \$1,111,011.00  
BALANCE \$741,984.00

| FUND | ORGANIZATION | ACTIVITY | OBJECT |
|------|--------------|----------|--------|
|      | 2594C214     |          | 6C0002 |
|      |              |          |        |

PAYMENT AMOUNT  
\$8,782.75

FOR: HIGH SCHOOL/UAAB/PHYS. ED. ROOFING PROJECT

| Change Order # | Date     |                                                                                                                                                                                                                                     |
|----------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1              | 3-Sep-25 | (1) Replace elevator penthouse roof & wall cladding; (2) Replace sealant joints<br>(3) Install insulation & 60 mil adhered pvc flashing; (4) Install check valves/backwater valves<br>at roof drains<br>See attached for deductions |

AMOUNT  
\$8,782.75

## BUILDING COMMISSION

APPROVAL OF:

Janel Fierman, Chairman

George Cole

Karen Breslawski

Nathan E. Peck

Brooke Duskin

## BOARD OF SELECTMEN

APPROVAL OF:

Charles Carey, Town Administrator

Bernard Greene, Chairman

Michael Santilli

John Van Scoy

Miriam Aschkenasy

Paul Warren

## SCHOOL COMMITTEE

Dr. Andy Liu

Valerie K. Frias, Chairman

Sara Moghtader, Vice Chairman

# CHANGE ORDER

OWNER  
ARCHITECT  
CONTRACTOR  
FIELD  
OTHER

MA  
funds available

PROJECT:  
(name, address) Roof Replacement Project  
Brookline High School, Physical Education  
Building & Unified Arts Building  
Brookline, Massachusetts 02445

CHANGE ORDER NUMBER: 01

DATE: 09/03/2025

TO CONTRACTOR Corolla Contracting, Inc.  
(name, address) 15 Bates Avenue  
Winthrop, Massachusetts 02152

ARCHITECT'S PROJECT NO: AE245983.1

CONTRACT DATE: 06/04/2025

CONTRACT FOR: Roof Replacement

The Contract is changed as follows:

1. Add To Remove & Replace Elevator Penthouse Roof & Wall Cladding. Reference Corolla Contracting PCO #1 Dated August 15, 2025 For Additional Information. \$13,189.00
2. Add To Remove & Replace Sealant Joints Where The Frame Of The Translucent Wall Panels Intersects The Columns Above Roofline (Roof Area Nos. 1 & 2). Reference Corolla Contracting, Inc. PCO #2 Dated August 15, 2025 For Additional Information. \$2,553.00
3. Add To Install Insulation And 60 Mil Adhered PVC Roof/Flashing Membrane Over Ductwork Atrium Lobby Exhaust Fan. Reference Corolla Contracting, Inc. PCO #3 Dated August 28, 2025 For Additional Information. \$6,853.60
4. Add To Install Check Valves/Backwater Valves At The Roof Drains On Roof Area Nos. 1 & 2 To Prevent The Upper High Roof From Draining Into The Lower Roof System. This Item Is Required By The Town Of Brookline Plumbing Inspector. Reference Corolla Contracting, Inc. PCO #4 Dated August 28, 2025 For Additional Information. \$3,797.15
5. Deduct For Random Removal And Replacement Of Deteriorated Wood Blocking Not Used (1000 BF - 890 BF = 110 BF x 4.00/BF = \$440.00) (\$440.00)
6. Deduct For Random Removal And Replacement Of Deteriorated Steel Deck Not Used (500 SF - 0 SF = 500 SF x 10.00/SF = \$5,000.00) (\$5,000.00)
7. Deduct For Random Wire Brushing Painting Of Rusted Steel Deck Not Used (500 SF - 0 SF = 500 SF x 6.00/SF = \$3,000.00) (\$3,000.00)
8. Deduct For Random Installation Of Galvanized Steel Shaeeting Not Used (500 SF - 0 SF = 500 SF x 6.00/SF = \$3,000.00) (\$3,000.00)
9. Deduct For Random Removal And Replacement Of Tongue And Groove Wood Deck Not Used, (1000 SF - 5 SF = 995 SF x 5.60/SF = \$5,570.00) (\$5,970.00)

TOTAL ADD CHANGE ORDER AMOUNT DUE COROLLA CONTRACTING, INC. = \$8,782.75

Not valid until signed by the Owner, Architect and Contractor

|                                                                                                             |    |              |
|-------------------------------------------------------------------------------------------------------------|----|--------------|
| The original Contract Sum was                                                                               | \$ | 1,111,011.00 |
| Net change by previously authorized Change Orders                                                           | \$ | 0.00         |
| The Contract Sum prior to this Change Order was                                                             | \$ | 1,111,011.00 |
| The Contract Sum will be increased by the Change Order in the amount of                                     | \$ | 8,782.75     |
| The new Contract Sum including this Change Order will be                                                    | \$ | 1,119,793.75 |
| The Contract Time remains the same.                                                                         |    |              |
| The date of Substantial Date of Completion as of the date of this Change Order therefore is August 22, 2026 |    |              |

ARCHITECT  
SOCOTEC AE Consulting, LLC

CONTRACTOR  
Corolla Contracting, Inc.

OWNER  
Town of Brookline

ADDRESS  
75 Hood Park Drive  
Charlestown, MA 02128

ADDRESS  
15 Bates Avenue  
Winthrop, MA 02152

ADDRESS  
333 Washington Street  
Brookline, MA 02445

BY Richard A. Konham

BY

BY

DATE 3-Sep-25

DATE 9/3/25

DATE 9/4/25



COMMERCIAL & RESIDENTIAL  
ROOFING SPECIALISTS

*Customer Satisfaction Is Our First Priority*

15 BATES AVENUE  
WINTHROP, MA 02152  
WWW.COROLLAROOFLNG.COM

PH: (617) 561 1333  
FAX: (617) 561-4726  
SALES@COROLLAROOFLNG.COM

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**TOWN OF BROOKLINE  
CONSTRUCTION PROPOSAL**

**Date :August 15,2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building  
**Owner:** Town of Brookline  
**Contractor:** Corolla Contracting, Inc.  
**Architect/Engineer:** SOCOTEC  
**Contract Date:** June 28,2025- August 28,2025  
**Proposal No.:** 1

---

**DESCRIPTION OF CHANGE IN WORK:**

**Part A – Elevator Penthouse Wall Cladding**

- Furnish and install patina green galvanized metal wall cladding on the PE Building elevator penthouse.
- Approx. 8' x 11' wall section at 4' height, 12" wide panels (approx. 88 SF).
- Includes substrate preparation, panels, trim, flashings, sealants, staging, safety, and cleanup.

**Part B – Elevator Penthouse Roof Replacement**

- Remove existing roof system from PE Building elevator penthouse.
- Install two (2) layers of 2.5" polyiso insulation, wood blocking as required, related flashings, and fully adhered PVC membrane roof system.
- Includes staging, safety setup, removal/disposal, installation, and cleanup.

---

**REASON FOR CHANGE:**

Owner-directed enhancements for architectural finish and weather protection, and replacement of deteriorated roofing to maintain watertightness.

---



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WINTHROP, MA 02152  
WWW.COROLLAROOFIG.COM

PH: (617) 561-1333  
FAX: (617) 561-4726  
SALES@COROLLAROOFIG.COM

**DETAILED COST BREAKDOWN:**

| Item                                                      | Amount             |
|-----------------------------------------------------------|--------------------|
| <b>Part A – Wall Cladding</b>                             |                    |
| Patina green galvanized metal panels (88 SF @ \$24.50/SF) | \$2,156.00         |
| Trim profiles & edge metal                                | \$985.00           |
| Flashing, sealants, fasteners                             | \$420.00           |
| Underlayment / substrate prep                             | \$375.00           |
| Staging & safety setup                                    | \$732.00           |
| Labor (2 men × 12 hrs @ \$102.25/hr)                      | \$2,454.00         |
| Equipment                                                 | \$295.00           |
| Overhead & Profit                                         | \$735.00           |
| <b>Part A Subtotal</b>                                    | <b>\$8,152.00</b>  |
| <b>Part B – Roof Replacement</b>                          |                    |
| PVC membrane roofing material                             | \$1,420.00         |
| Polyiso insulation (2 layers @ 2.5")                      | \$1,285.00         |
| Wood blocking & hardware                                  | \$320.00           |
| Flashing metal & sealants                                 | \$285.00           |
| Staging & safety setup                                    | \$450.00           |
| Labor (removal & installation, 10 hrs @ \$102.25/hr)      | \$1,022.50         |
| Equipment                                                 | \$0.00             |
| Overhead & Profit                                         | \$254.50           |
| <b>Part B Subtotal</b>                                    | <b>\$5,037.00</b>  |
| <b>GRAND TOTAL CHANGE ORDER NO. 1</b>                     | <b>\$13,189.00</b> |

---

**TIME ADJUSTMENT:** None

---

**CONTRACT SUMMARY:**

- Original Contract Amount: \$1,111,011.00
- Net Change by Previous Change Orders: \$0.00
- **Net Change by This Change Order: +\$13,189.00**
- **New Contract Sum: \$ 1,111,011.00\$+ 13,189.00]**



COMMERCIAL & RESIDENTIAL  
ROOFING SPECIALISTS

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15 BATES AVENUE  
WINTHROP, MA 02152  
WWW.COROLLAROOFING.COM

PH: (617) 561-1333  
FAX: (617) 561-4726  
SALES@COROLLAROOFING.COM

**APPROVALS:**

Contractor: [Signature] Date: 9/3/25  
Architect/Engineer: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner: \_\_\_\_\_ Date: \_\_\_\_\_



COMMERCIAL & RESIDENTIAL  
ROOFING SPECIALISTS

*Customer Satisfaction Is Our First Priority*

15 BATES AVENUE  
WINTHROP, MA 02152  
WWW.COROLLAROOFLNG.COM

PH: (617) 561-1333  
FAX: (617) 561-4726  
SALES@COROLLAROOFLNG.COM

**TOWN OF BROOKLINE  
CONSTRUCTION PROPOSAL**

**Date: August 15, 2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building  
**Owner:** Town of Brookline  
**Contractor:** Corolla Contracting, Inc.  
**Architect/Engineer:** SOCOTEC  
**Contract Date:** June 20, 2025- August 28, 2025  
**PROPOSAL No.:** 2

---

**DESCRIPTION OF CHANGE IN WORK:**

Sealant application to ends of both PE Building roofs to ensure proper sealing to roof system, as noted by SOCOTEC.

- Approximately 45 LF of joint ends.
- Includes cleaning with acetone, installing backer rod, applying urethane caulking (Sika NP1 or approved equal), and cleanup.
- All work to manufacturers and project specifications.

---

**REASON FOR CHANGE:**

Field directive from SOCOTEC to address identified sealant deficiencies for long-term watertight performance.

---

**DETAILED COST BREAKDOWN:**

| Item                                                                     | Amount            |
|--------------------------------------------------------------------------|-------------------|
| Materials – acetone, backer rod, NP1 urethane caulking, rags, trash bags | \$185.00          |
| Labor – 2 men × 10 hrs @ \$102.25/hr                                     | \$2,045.00        |
| Equipment & Consumables                                                  | \$65.00           |
| Overhead & Profit (per contract)                                         | \$258.00          |
| <b>Total Change Order No. 2</b>                                          | <b>\$2,553.00</b> |



COMMERCIAL & RESIDENTIAL  
ROOFING SPECIALISTS

*Customer Satisfaction Is Our First Priority*

15 BATES AVENUE  
WINTHROP, MA 02152  
WWW.COROLLAROOFLNG.COM

PH: (617) 561 1333  
FAX: (617) 561 4726  
SALES@COROLLAROOFLNG.COM

---

**TIME ADJUSTMENT:** None

---

**CONTRACT SUMMARY:**

- Original Contract Amount: \$1,11,011.00
  - Net Change by Previous Change Orders: \$13,189.00 (from CO No. 1)
  - Net Change by This Change Order: +\$2,553.00
  - New Contract Sum: \$1,111,011.00+ 13,189.00 + 2,553.00]
- 

**APPROVALS:**

Contractor:  Date: 9/3/25  
Architect/Engineer: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner: \_\_\_\_\_ Date: \_\_\_\_\_



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**TOWN OF BROOKLINE  
CONSTRUCTION Proposal**

**Date August 28,2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building

**Owner:** Town of Brookline

**Contractor:** Corolla Contracting, Inc.

**Architect/Engineer:** SOCOTEC

**Contract Date:** June 20, 2025- August 28,2025

**Proposal No.:** 3

---

**Description of Change**

Wrap newly installed ductwork attached to the skylight wall on the Greenough Street side. Provide insulation wrap and related flashings per the roofing specs. No membrane charge (membrane on site). Materials are per roof & related flashings specification.

**Reason for Change**

Owner/coordination directive: ductwork wrapping is required to maintain enclosure and weatherproofing at the skylight wall interface.

**Cost Breakdown (No Overhead & Profit)**

| Item                                  | Qty/Hours | Unit/Rate                    | Unit | Amount (\$)       |
|---------------------------------------|-----------|------------------------------|------|-------------------|
| Labor – Prevailing Wage               | 48        | \$102.95/hr HR               |      | \$4,941.60        |
| 2" Polyisocyanurate Insulation Sheets | 12        | \$45.00                      | EA   | \$540.00          |
| Fasteners & Miscellaneous Materials   | 1         | \$456.00                     | LS   | \$456.00          |
| PVC Bonding Adhesive (Pail)           | 2         | \$358.00                     | EA   | \$716.00          |
|                                       |           | <b>Subtotal</b>              |      | <b>\$6,653.60</b> |
|                                       |           | <b>Overhead &amp; Profit</b> |      | <b>\$0.00</b>     |
|                                       |           | <b>Total</b>                 |      | <b>\$6,653.60</b> |

**Notes**

- No membrane charge included; membrane is on site.
- All materials per spec for roofing and related flashings.
- No OH&P requested on this COR.



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- Schedule impact: 0 days (performed during regular hours unless directed otherwise).

**Approvals**

Owner/Designer Authorization:  Date: 9/14/05

Owner's Representative (Print Name & Title): CHARLEY SIMMONS DIRECTOR

Contractor Authorization:  Date: 9/3/05

Gerson Pacheco, Project Manager – Corolla Roofing, Inc.



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**TOWN OF BROOKLINE**

**Date: August 28,2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building  
**Owner:** Town of Brookline  
**Contractor:** Corolla Contracting, Inc.  
**Architect/Engineer:** SOCOTEC  
**Contract Date:** June 20-2025- August 28,2025  
**Proposal No.:** 4

**1. Description of Change**

Install **check valves / backwater valves** at the Gym's two small roof areas (one roof drain on each side) to prevent the upper (high) roof from draining into the lower roof system. Includes valves, associated fittings/hardware, tie-in to existing drain piping, and testing.

**2. Reason for Change**

Required by the **Brookline Plumbing Inspector (Karl Debritz)** to protect the building and comply with inspection/code requirements.

**3. Cost Breakdown**

- Labor (2 plumbers × 8 hrs each @ \$115.21): **\$1,843.36**
- Labor Burden (30%): **\$553.01**
- **Labor Subtotal: \$2,396.37**
- **Materials Subtotal: \$1,055.59**
- **Subtotal (Labor + Materials): \$3,451.96**
- Overhead & Profit (10%): **\$345.19**
- **TOTAL CHANGE ORDER AMOUNT: \$3,797.15**

**4. Contract Sum Adjustment**

- Original Contract Sum: \$ \_\_\_\_\_
- Net Change by Previous Change Orders: \$ \_\_\_\_\_
- Contract Sum Prior to this Change Order: \$ \_\_\_\_\_
- **Amount of this Change Order (No. 4): \$3,797.15**
- New Contract Sum Including this Change Order: \$ \_\_\_\_\_



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**5. Contract Time Adjustment**

Change in Contract Time: **0 calendar days**. Substantial Completion date remains unchanged.

**6. Approvals**

**CONTRACTOR: Corolla Contracting, Inc.**

By: [Signature] Date: 9/3/25

Name/Title: Gerson Pacheco

**ARCHITECT/ENGINEER: SOCOTEC**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

**OWNER: Town of Brookline**

By: [Signature] Date: 9/4/25

Name/Title: \_\_\_\_\_

Prepared by: *Gerson Pacheco – Project Manager (Corolla Contracting, Inc.)*



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---

**TOWN OF BROOKLINE  
CONSTRUCTION PROPOSAL**

**Date :August 15,2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building  
**Owner:** Town of Brookline  
**Contractor:** Corolla Contracting, Inc.  
**Architect/Engineer:** SOCOTEC  
**Contract Date:** June 28,2025- August 28,2025  
**Proposal No.:** 1

---

**DESCRIPTION OF CHANGE IN WORK:**

**Part A – Elevator Penthouse Wall Cladding**

- Furnish and install patina green galvanized metal wall cladding on the PE Building elevator penthouse.
- Approx. 8' x 11' wall section at 4' height, 12" wide panels (approx. 88 SF).
- Includes substrate preparation, panels, trim, flashings, sealants, staging, safety, and cleanup.

**Part B – Elevator Penthouse Roof Replacement**

- Remove existing roof system from PE Building elevator penthouse.
- Install two (2) layers of 2.5" polyiso insulation, wood blocking as required, related flashings, and fully adhered PVC membrane roof system.
- Includes staging, safety setup, removal/disposal, installation, and cleanup.

---

**REASON FOR CHANGE:**

Owner-directed enhancements for architectural finish and weather protection, and replacement of deteriorated roofing to maintain watertightness.

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**DETAILED COST BREAKDOWN:**

| Item                                                      | Amount             |
|-----------------------------------------------------------|--------------------|
| <b>Part A – Wall Cladding</b>                             |                    |
| Patina green galvanized metal panels (88 SF @ \$24.50/SF) | \$2,156.00         |
| Trim profiles & edge metal                                | \$985.00           |
| Flashing, sealants, fasteners                             | \$420.00           |
| Underlayment / substrate prep                             | \$375.00           |
| Staging & safety setup                                    | \$732.00           |
| Labor (2 men × 12 hrs @ \$102.25/hr)                      | \$2,454.00         |
| Equipment                                                 | \$295.00           |
| Overhead & Profit                                         | \$735.00           |
| <b>Part A Subtotal</b>                                    | <b>\$8,152.00</b>  |
| <b>Part B – Roof Replacement</b>                          |                    |
| PVC membrane roofing material                             | \$1,420.00         |
| Polyiso insulation (2 layers @ 2.5")                      | \$1,285.00         |
| Wood blocking & hardware                                  | \$320.00           |
| Flashing metal & sealants                                 | \$285.00           |
| Staging & safety setup                                    | \$450.00           |
| Labor (removal & installation, 10 hrs @ \$102.25/hr)      | \$1,022.50         |
| Equipment                                                 | \$0.00             |
| Overhead & Profit                                         | \$254.50           |
| <b>Part B Subtotal</b>                                    | <b>\$5,037.00</b>  |
| <b>GRAND TOTAL CHANGE ORDER NO. 1</b>                     | <b>\$13,189.00</b> |

---

**TIME ADJUSTMENT:** None

---

**CONTRACT SUMMARY:**

- Original Contract Amount: \$1,111,011.00
- Net Change by Previous Change Orders: \$0.00
- **Net Change by This Change Order: +\$13,189.00**
- **New Contract Sum: \$ 1,111,011.00\$+ 13,189.00]**



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---

**APPROVALS:**

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Architect/Engineer: Richard A. Borden Date: 9/3/25

Owner: \_\_\_\_\_ Date: 9/4/25



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**TOWN OF BROOKLINE  
CONSTRUCTION PROPOSAL**

**Date: August 15, 2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building  
**Owner:** Town of Brookline  
**Contractor:** Corolla Contracting, Inc.  
**Architect/Engineer:** SOCOTEC  
**Contract Date:** June 20, 2025- August 28, 2025  
**PROPOSAL No.:** 2

---

**DESCRIPTION OF CHANGE IN WORK:**

Sealant application to ends of both PE Building roofs to ensure proper sealing to roof system, as noted by SOCOTEC.

- Approximately 45 LF of joint ends.
- Includes cleaning with acetone, installing backer rod, applying urethane caulking (Sika NP1 or approved equal), and cleanup.
- All work to manufacturers and project specifications.

---

**REASON FOR CHANGE:**

Field directive from SOCOTEC to address identified sealant deficiencies for long-term watertight performance.

---

**DETAILED COST BREAKDOWN:**

| Item                                                                     | Amount            |
|--------------------------------------------------------------------------|-------------------|
| Materials – acetone, backer rod, NP1 urethane caulking, rags, trash bags | \$185.00          |
| Labor – 2 men × 10 hrs @ \$102.25/hr                                     | \$2,045.00        |
| Equipment & Consumables                                                  | \$65.00           |
| Overhead & Profit (per contract)                                         | \$258.00          |
| <b>Total Change Order No. 2</b>                                          | <b>\$2,553.00</b> |



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---

TIME ADJUSTMENT: None

---

CONTRACT SUMMARY:

- Original Contract Amount: \$1,11,011.00
  - Net Change by Previous Change Orders: \$13,189.00 (from CO No. 1)
  - **Net Change by This Change Order: +\$2,553.00**
  - **New Contract Sum: \$1,111,011.00 + 13,189.00 + 2,553.00]**
- 

APPROVALS:

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Architect/Engineer: Richard A. [Signature] Date: 9/2/25

Owner: [Signature] Date: 9/4/25



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**TOWN OF BROOKLINE  
CONSTRUCTION Proposal**

**Date August 28,2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building

**Owner:** Town of Brookline

**Contractor:** Corolla Contracting, Inc.

**Architect/Engineer:** SOCOTEC

**Contract Date:** June 20, 2025- August 28,2025

**Proposal No.:** 3

---

**Description of Change**

Wrap newly installed ductwork attached to the skylight wall on the Greenough Street side. Provide insulation wrap and related flashings per the roofing specs. No membrane charge (membrane on site). Materials are per roof & related flashings specification.

**Reason for Change**

Owner/coordination directive: ductwork wrapping is required to maintain enclosure and weatherproofing at the skylight wall interface.

**Cost Breakdown (No Overhead & Profit)**

| Item                                  | Qty/Hours | Unit/Rate         | Unit   | Amount (\$)       |
|---------------------------------------|-----------|-------------------|--------|-------------------|
| Labor – Prevailing Wage               | 48        | \$102.95/hr HR    |        | \$4,941.60        |
| 2" Polyisocyanurate Insulation Sheets | 12        | \$45.00           | EA     | \$540.00          |
| Fasteners & Miscellaneous Materials   | 1         | \$456.00          | LS     | \$456.00          |
| PVC Bonding Adhesive (Pail)           | 2         | \$358.00          | EA     | \$716.00          |
|                                       |           | <b>Subtotal</b>   |        | <b>\$6,653.60</b> |
|                                       |           | Overhead & Profit | \$0.00 |                   |
|                                       |           | <b>Total</b>      |        | <b>\$6,653.60</b> |

**Notes**

- No membrane charge included; membrane is on site.
- All materials per spec for roofing and related flashings.
- No OH&P requested on this COR.



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- Schedule impact: 0 days (performed during regular hours unless directed otherwise).

**Approvals**

Owner/Designer Authorization: Richard A. Pacheco Date: 9/2/25

Owner's Representative (Print Name & Title): CHARLES STANLEY, DIRECTOR

Contractor Authorization: \_\_\_\_\_ Date: \_\_\_\_\_

Gerson Pacheco, Project Manager – Corolla Roofing, Inc.



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**TOWN OF BROOKLINE**

**Date: August 28, 2025**

**Project:** Roof Replacement – Brookline High School, Physical Education Building

**Owner:** Town of Brookline

**Contractor:** Corolla Contracting, Inc.

**Architect/Engineer:** SOCOTEC

**Contract Date:** June 20-2025- August 28, 2025

**Proposal No.:** 4

**1. Description of Change**

Install **check valves / backwater valves** at the Gym's two small roof areas (one roof drain on each side) to prevent the upper (high) roof from draining into the lower roof system. Includes valves, associated fittings/hardware, tie-in to existing drain piping, and testing.

**2. Reason for Change**

Required by the **Brookline Plumbing Inspector (Karl Debritz)** to protect the building and comply with inspection/code requirements.

**3. Cost Breakdown**

- Labor (2 plumbers × 8 hrs each @ \$115.21): **\$1,843.36**
- Labor Burden (30%): **\$553.01**
- **Labor Subtotal: \$2,396.37**
- **Materials Subtotal: \$1,055.59**
- **Subtotal (Labor + Materials): \$3,451.96**
- Overhead & Profit (10%): **\$345.19**
- **TOTAL CHANGE ORDER AMOUNT: \$3,797.15**

**4. Contract Sum Adjustment**

- Original Contract Sum: \$ \_\_\_\_\_
- Net Change by Previous Change Orders: \$ \_\_\_\_\_
- Contract Sum Prior to this Change Order: \$ \_\_\_\_\_
- **Amount of this Change Order (No. 4): \$3,797.15**
- New Contract Sum Including this Change Order: \$ \_\_\_\_\_



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## 5. Contract Time Adjustment

Change in Contract Time: **0 calendar days**. Substantial Completion date remains unchanged.

## 6. Approvals

**CONTRACTOR: Corolla Contracting, Inc.**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title: \_\_\_\_\_

**ARCHITECT/ENGINEER: SOCOTEC**

By: Richard A. Madson Date: 9/2/05

Name/Title: Senior Project Manager

**OWNER: Town of Brookline**

By: [Signature] Date: 9/1/05

Name/Title: \_\_\_\_\_

Prepared by: *Gerson Pacheco – Project Manager (Corolla Contracting, Inc.)*

## Joan Tolson

---

**From:** Kate MacGillivray  
**Sent:** Wednesday, September 17, 2025 11:31 AM  
**To:** Michelle Tejada; Timothy Davis  
**Cc:** Joan Tolson; Daniel J. Murphy; Lap Yan  
**Subject:** 9.16.25 SB approved contracts

### 5 CONTRACTS APPROVED

5c. Question of approving an Extra Work Order in the amount of \$8,782.75 with Corolla Roofing related to the Brookline High School Roof Replacement project, Tappan St.

Approved

Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

5d. Question of awarding and executing Contract No. PW/26-09 "Water Service Line Replacements," with Five Oaks Construction Co. in the amount of \$521,826.21.

Approved

Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

5e. Question of approving Contract No. PW/26-11 "Putterham Woods Trail Project" with Greener Group 123 Bolt Street, Lowell, MA. 01852 in the amount of \$260,288.

Approved

Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

5f. Question of approving a contract with BLW Engineers, Inc. in the amount of \$175,700 for engineering services related to HVAC services at Brookline High School.

Approved

Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein

5g. Question of approving Contract No. PW/26-02 Sign Safety Improvements — Town Wide with KS Corporation in the amount of \$101,170.

Approved

Aye: Bernard Greene, John VanScoyoc, Paul Warren, David Pearlman, Michael Rubenstein



**KATE MACGILLIVRAY**

Recording Secretary

Select Board's Office

617-730-2202

333 Washington St.

Brookline, MA 02445



## THE PUBLIC SCHOOLS OF BROOKLINE

OFFICE OF TEACHING AND LEARNING  
BROOKLINE, MASSACHUSETTS 02445

PHONE: 617-730-2432

FAX: 617-264-6451

BELLA WONG  
INTERIM SUPERINTENDENT OF SCHOOLS

ROBIN BENOIT, Ph.D.  
INTERIM DEPUTY SUPERINTEND OF TEACHING AND LEARNING

TO: School Committee  
FROM: Dr. Robin Benoit  
Deputy Superintendent for Teaching and Learning  
DATE: October 9, 2025  
RE: Brookline Education Foundation Grant

At the September 18, 2025 meeting, the School Committee voted to accept several Brookline Education Foundation systemwide grants. At that time, another potential BEF systemwide grant was pending while Joelle Pedersen, Kristin Gray and I determined the best course of action.

At this time, we seek your approval of grant funding from the Brookline Education Foundation in the amount of \$11,300. The funds will be used for consultation with SchoolKit Group to support the implementation of the new literacy curriculum. We previously partnered with SchoolKit this summer to provide consultation and coaching for educators and leaders, using funding provided through the DESE PRISM III grant. We're pleased to continue our collaboration as we engage in further strategic planning for our literacy work and prepare the leadership team to conduct learning walks that support the implementation of the Fishtank curriculum.

The BEF has generously agreed to fund this work, subject to School Committee approval. I look forward to answering any questions you may have at the October 9 School Committee meeting.

\*My heart cares and shows respect.

PUBLIC SCHOOLS of  
**BROOKLINE**

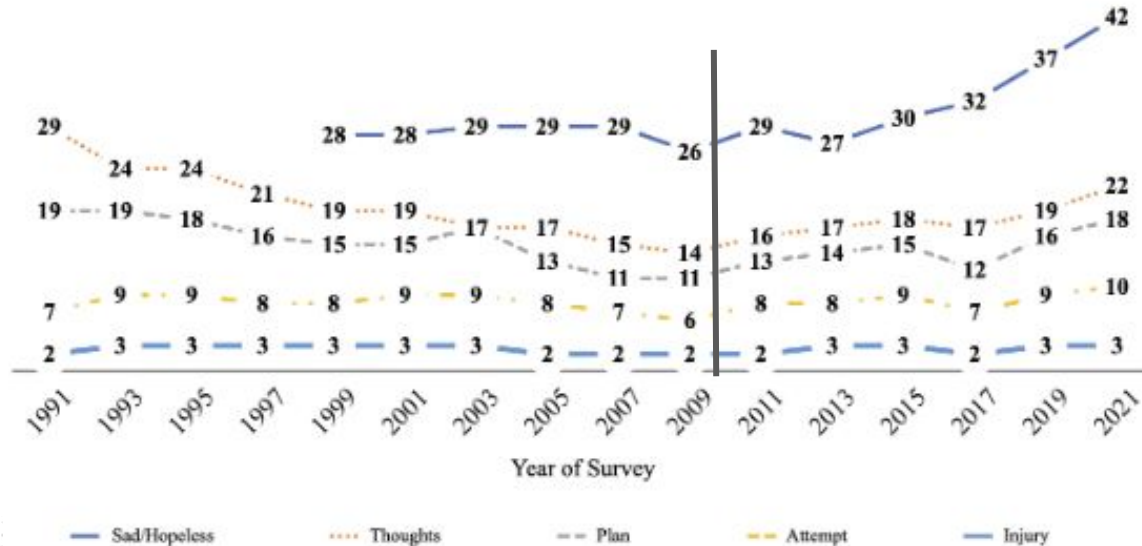


# Brookline Youth Health Survey: Summary, Trends, and Next Steps

Fall 2025

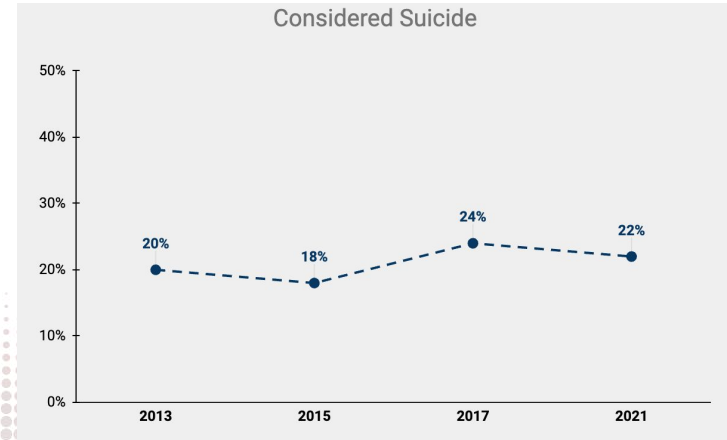
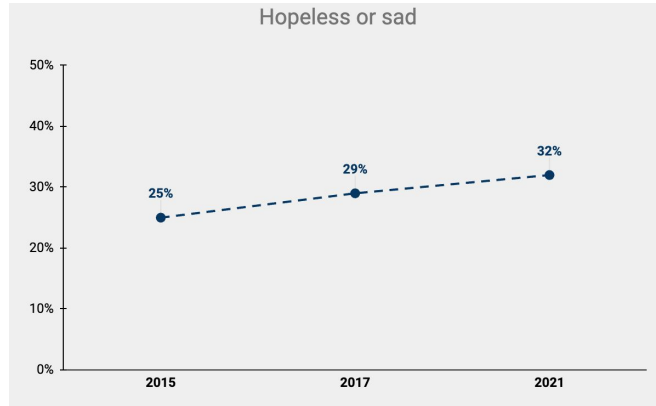
# National Context: The Youth Mental Health

- Significant declines in youth and adolescent mental health started in 2011.
- 1 in 5 children and adolescents met criteria for a mental health diagnosis.
- Pediatric emergency visits for mental health reasons doubled from 2011 to 2020.
  - Suicide-related visits increased fivefold [Mayo Clinic News Network](#)
  - Suicide is a leading cause of death among people aged 10 to 19.



# Local Context: The Youth Mental Health Crisis

- Fall 2020
  - 43% of students endorsed strong school belonging
  - 53% endorsed strong emotional regulation skills
  - 54% of students reported having a safe adult at school
  - 25% almost always or frequently worried



# Attendance Trends

- Chronic Absenteeism = Missing 10% or more of school days enrolled
  - 2016-2017 = 7.4%
  - 2017-2018 = 7.8%
  - 2018-2019 = 8.1%
  - 2019-2020 = 9.3%
  - 2020-2021 = 5.9%\* (Hybrid)
  - 2021-2022 = 15.1% (3.2% were 20% or more)

| Student Attendance (2021-22) - End of Year |                 |                       |                        |                                  |                                  |                    |
|--------------------------------------------|-----------------|-----------------------|------------------------|----------------------------------|----------------------------------|--------------------|
| Student Group                              | Attendance Rate | Average # of Absences | Absent 10 or more days | Chronically Absent (10% or more) | Chronically Absent (20% or more) | Unexcused > 9 days |
| All Students                               | 94.0            | 10.5                  | 40.3                   | 15.1                             | 3.2                              | 16.1               |
| American Indian or Alaska Native           |                 |                       |                        |                                  |                                  |                    |
| Asian                                      | 95.2            | 8.0                   | 28.9                   | 11.7                             | 2.3                              | 13.4               |
| Black or African American                  | 91.7            | 14.4                  | 51.6                   | 26.5                             | 7.8                              | 23.4               |
| Hispanic or Latino                         | 92.2            | 13.5                  | 51.8                   | 25.0                             | 6.2                              | 25.1               |
| Multi-Race, Not Hispanic or Latino         | 94.0            | 10.5                  | 39.0                   | 13.7                             | 3.8                              | 15.5               |
| Native Hawaiian or Other Pacific Islander  |                 |                       |                        |                                  |                                  |                    |
| White                                      | 94.2            | 10.2                  | 41.2                   | 13.1                             | 2.3                              | 14.4               |
| High Needs                                 | 92.5            | 12.7                  | 46.5                   | 22.8                             | 6.0                              | 22.7               |
| English Learners                           | 92.9            | 10.9                  | 44.5                   | 22.1                             | 4.2                              | 24.0               |
| Low Income                                 | 90.9            | 15.5                  | 53.9                   | 31.5                             | 9.7                              | 28.4               |
| Students with Disabilities                 | 91.6            | 15.0                  | 52.4                   | 26.0                             | 7.8                              | 25.5               |
| Female                                     | 93.9            | 10.5                  | 40.7                   | 14.6                             | 3.2                              | 15.7               |
| Male                                       | 94.0            | 10.3                  | 40.0                   | 15.5                             | 3.2                              | 16.5               |

# Primary Drivers

## 1. Barriers to Accessing Mental Health Care

- a. Limited mental health professionals (particularly for children and under-served populations).
- b. Stigma
- c. Average latency between symptom presentation and care is 10 years

## 2. Pre-existing Decline Accelerated by COVID-19

- a. Reduced access to protective factors
- b. Increased/exacerbated stress
- c. Reduced access to experiences that teach and strengthen social-emotional skills

## 3. Social Media & Screen Overuse

- a. Heavy use (3+ hours/day) of social media doubles risk of anxiety/depression; disrupts sleep, relationships, self-esteem

# PSB Response

**Theory of Action: We will improve mental health outcomes for students if we**

- **Increase access to protective factors (e.g., belonging, supportive relationships)**
  - Explicit focus on belonging and supportive relationships
- **Increase explicit instruction in social-emotional skills (prevention) and healthy coping**
  - Implement Second Step in PreK to 5 classrooms, review Health curricula and programming
- **Focus on suicide prevention in middle school and high school**
  - Implementation of SOS in 7th and 9th grade
- **Increase access to evidence-based, tiered, school-based mental health interventions**
  - Hiring 9 additional school social workers/adjustment counselors

# PSB Response

**Theory of Action: We will improve mental health outcomes for students if we**

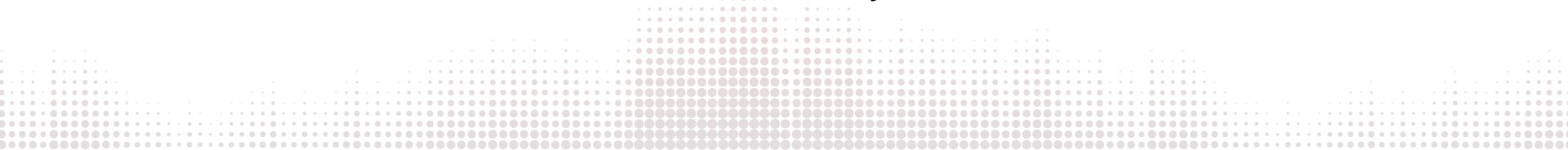
- **Increase access to community-based mental health care**
  - Establishing and re-establish relationships with community partners (e.g., Cartwheel, DPH, BPD, the Brookline center, InStride).
- **Enhance educator/adult wellness and capacity to support students with intensive mental health needs.**
  - Ongoing PD, monthly newsletters, PLCs focused on wellness.
- **Provide additional support and training to parents and guardians.**
  - Contract with Cartwheel, B-PEN partnership, Massachusetts Partnerships for Youth

# Program Evaluation

As we implement programming, we **must** continuously evaluate (measure) the impact that it has on students.

- Repeated engagement in universal screening and surveying
- **Administration of the Brookline Youth Health Survey every other year**
- Continuous review of attendance data
- Review of special education referrals
- Impact of counseling on individual student outcomes

**We must do more of what works, a none of what doesn't.**

A decorative halftone pattern consisting of a grid of small dots, with the density of the dots increasing towards the bottom right corner of the slide.

# Brookline Youth Health Survey (BYHS)

- The youth risk behavior survey (YRBS) was developed by the (CDC) to monitor behaviors that contribute to wellness and the leading causes of death, disease, injury, and social problems among youth.
  - DESE, in collaboration with the Centers for Disease Control and Prevention and the Massachusetts Department of Public Health (DPH), conducts the Massachusetts Youth Risk Behavior Survey (MYRBS) in randomly selected public middle and high schools in every odd-numbered year.
- The Brookline Youth Health Survey was developed by **PSB and DPH** and includes questions from the YRBS, as well as other questions that are tailored to the needs and goals of Brookline (e.g., additional questions regarding perceptions of substance use).

# Brookline Youth Risk Survey (BYHS)

- In April 2025, a letter was sent to all PSB families who had a student in grades 6 to 12. This letter described the purpose of the BYHS, how it would be administered, access to the full list of questions, and opt-out information.
  - 65 total students (~ 2% of students eligible) were opted out of the survey by their guardians. **It is important to note that students also had the opportunity to opt out of the survey at the point of administration.**
- In April and May 2025, the BYHS was administered.
  - Students in grade 6 completed the survey during an advisory period or a core academic block, students in grades 7 and 8 completed the survey during a Health class, and students in grades 9 to 12 completed the survey during an Advisory period.

# Demographics

- 2,418 PSB students in grades 6 to 12 participated in the MYRBS (2,271 in 2023)
  - In grades 6 to 8, at least 1,070 students completed the survey (71% participation rate)
  - In grades 9 to 12, at least 1,196 students completed the survey (57% participation rate).
    - Participation rate was similar to the 2023 administration.
    - **6th grade students at Lincoln and Pierce were randomly selected to participate in the Mass Youth Risk Behavior survey and did not participate in the BYHS.**
- Demographics of students who completed the survey were compared to all PSB students..
  - The race/ethnicity data provided by students who completed the survey was generally consistent with the race/ethnicity data of the full population of students who attend PSB.

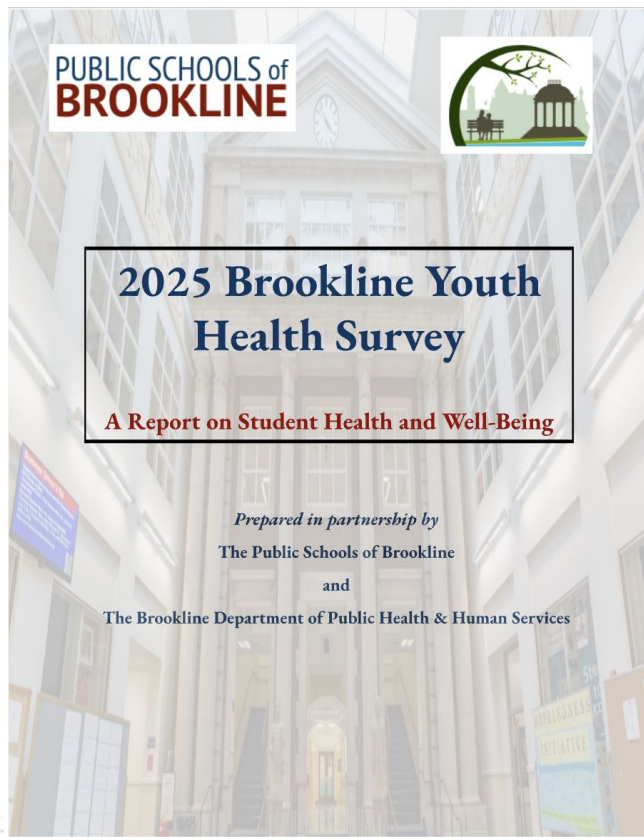
| Race/Ethnicity                                                                                                                                                                                         | 2023-2024 DESE <sup>a</sup> | 2025 BYHS <sup>b, c</sup> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------|
| African American/Black                                                                                                                                                                                 | 6.3%                        | 8.7%                      |
| Asian                                                                                                                                                                                                  | 23.7%                       | 26.7%                     |
| Hispanic/Latine                                                                                                                                                                                        | 13.3%                       | 12.9%                     |
| Multi-Race Non-Hispanic                                                                                                                                                                                | 11.1%                       | 12.9%                     |
| Native Hawaiian/Pacific Islander                                                                                                                                                                       | 0.0%                        | 0.0%                      |
| Native American                                                                                                                                                                                        | 0.0%                        | 2.3%                      |
| White                                                                                                                                                                                                  | 47.6%                       | 61.5%                     |
| <sup>a</sup> Data from DESE District profile reflects grades PK-12.<br><sup>b</sup> BYHS data was collected from students in grades 6-12.<br><sup>c</sup> Students could select more than one category |                             |                           |

# BYHS Demographics

| Demographics                                      | All Students | High School | Middle School |
|---------------------------------------------------|--------------|-------------|---------------|
| <b>Sex Assigned at Birth</b>                      |              |             |               |
| Female                                            | 50.0%        | 52.0%       | 49.0%         |
| Male                                              | 50.0%        | 48.0%       | 51.0%         |
| Intersex                                          | 0.1%         | 0.0%        | 0.1%          |
| <b>Gender Identity</b>                            |              |             |               |
| Female (Cisgender)                                | 46.0%        | 46.0%       | 46.0%         |
| Male (Cisgender)                                  | 46.0%        | 44.0%       | 48.0%         |
| Transgender                                       | 2.0%         | 2.0%        | 1.0%          |
| Non-binary, agender, gender fluid, or genderqueer | 4.0%         | 5.0%        | 3.0%          |
| I describe my gender identity in some other way   | 2.0%         | 2.0%        | 2.0%          |
| <b>Sexual Identity</b>                            |              |             |               |
| Heterosexual (straight)                           | 72.0%        | 72.0%       | 71.0%         |
| Gay or lesbian                                    | 4.0%         | 5.0%        | 3.0%          |
| Bisexual                                          | 7.0%         | 9.0%        | 5.0%          |
| Questioning                                       | 7.0%         | 4.0%        | 9.0%          |
| I describe my sexual identity in some other way   | 6.0%         | 9.0%        | 5.0%          |
| I do not know what this question is asking        | 4.0%         | 1.0%        | 7.0%          |
| <b>IEP<sup>a</sup></b>                            | 7.0%         | 7.0%        | 8.0%          |
| <b>504 Accommodations</b>                         | 5.0%         | 7.0%        | 3.0%          |
| <b>METCO</b>                                      | 3.0%         | 2.0%        | 4.0%          |
| <b>Steps to Success</b>                           | 1.0%         | 2.0%        | 1.0%          |

**All data are provided directly by students.**

# Data Summary and Trends Report

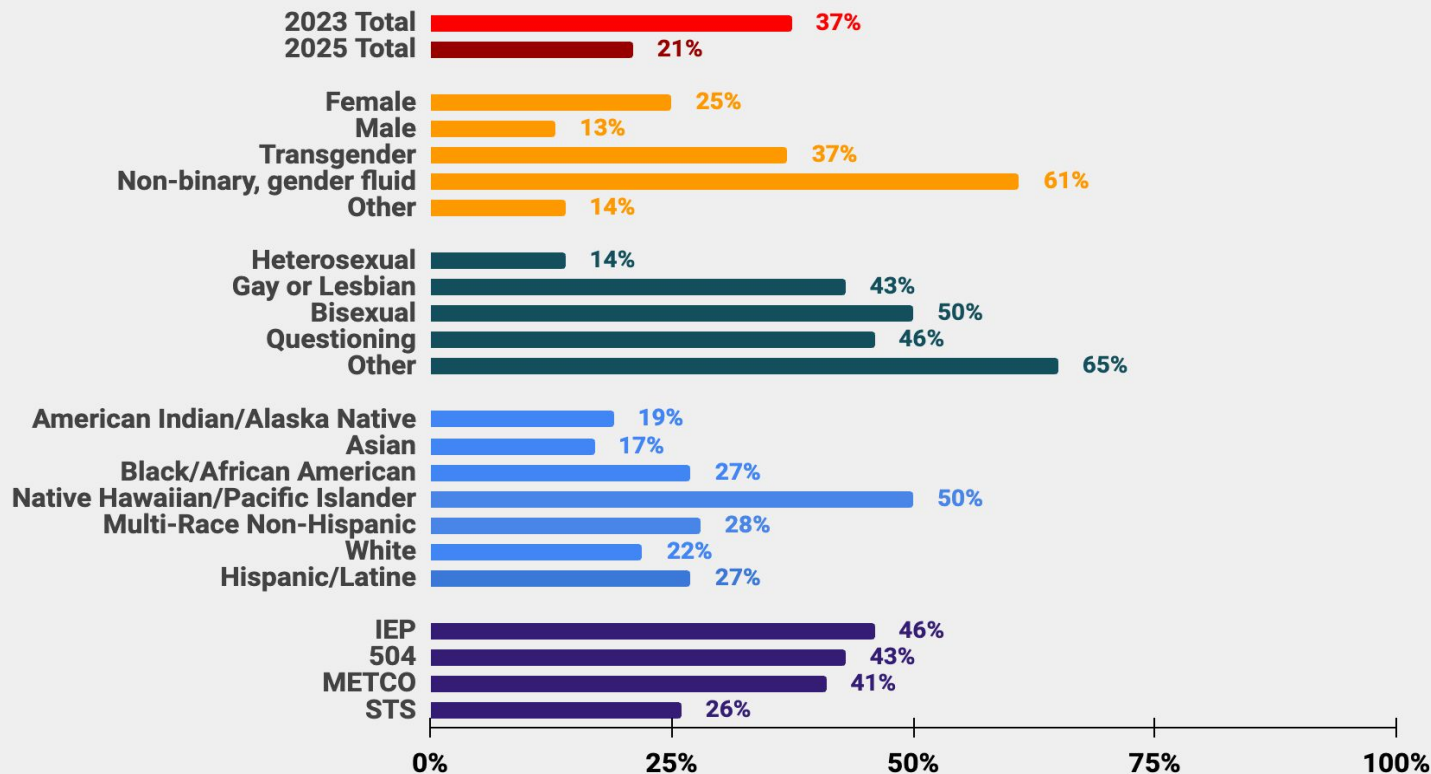


The full data and summary trends report will be publicly available on the PSB Website.

# Guiding Questions

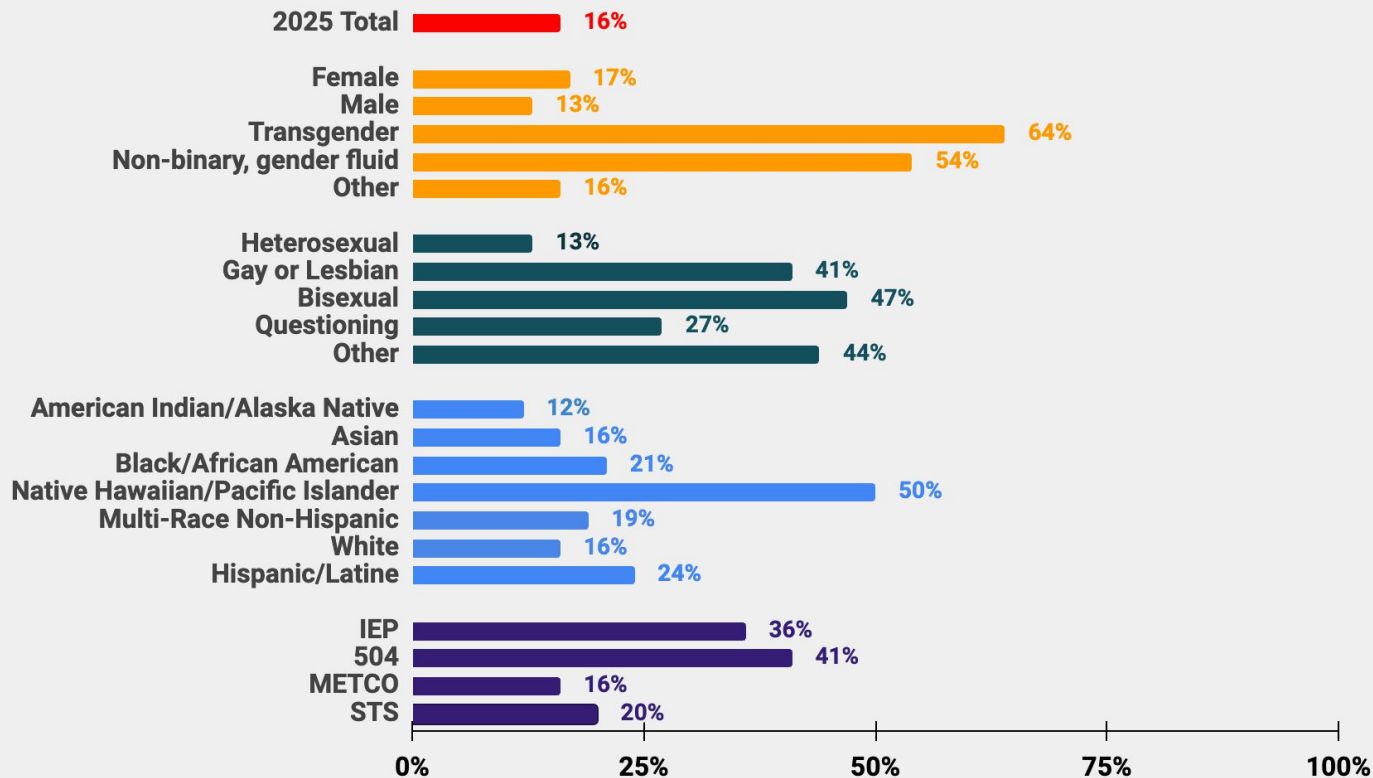
- **What percentage of students are experiencing mental health symptoms that may require intervention?**
- What percentage of students are experiencing more intensive mental health symptoms (e.g., self-injury, suicidality)?
- What percentage of students have consistent access to protective factors?
- **Are there groups of students who are more likely to experience mental health symptoms?**
- How do students describe their use of social media and technology?
- Is there a relationship between use of social media and mental health?
- How do students describe their use of substances.

# BHS Difficulty Concentrating Due to Mental Health Symptoms



Students who identified as female, LGBTQ+, Black/African American, American, Hispanic/Latine, or Multi-Race Non-Hispanic, and students who report being in special education, having a 504 accommodation plan, being in METCO, or being in STS were more likely to report difficulty concentrating due to mental health symptoms.

# Middle School Difficulty Concentrating Due to Mental Health Symptoms

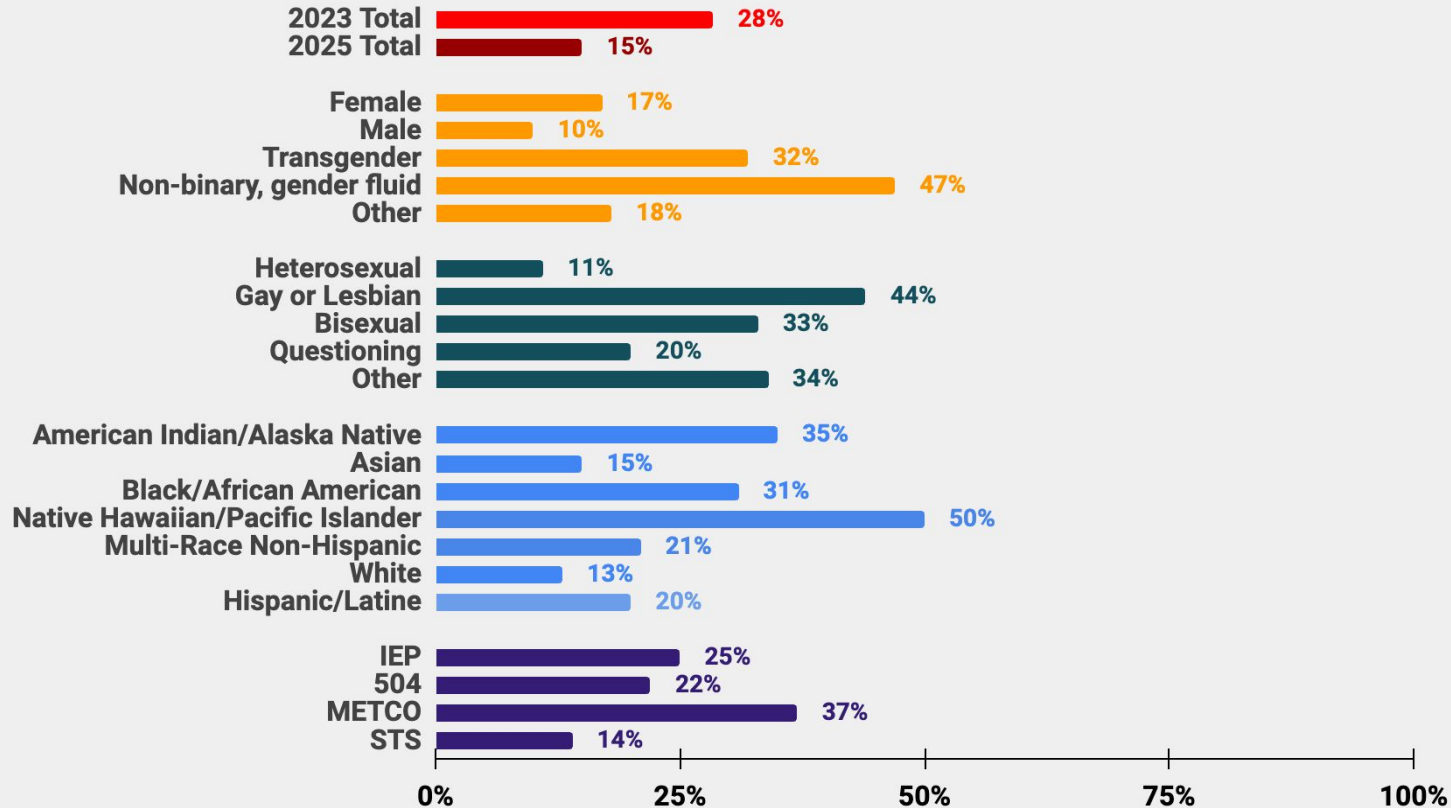


Students who identified as LGBTQ+, and students who report being in special education or having a 504 accommodation plan were more likely to report difficulty concentrating due to mental health symptoms.

## PHQ - 4

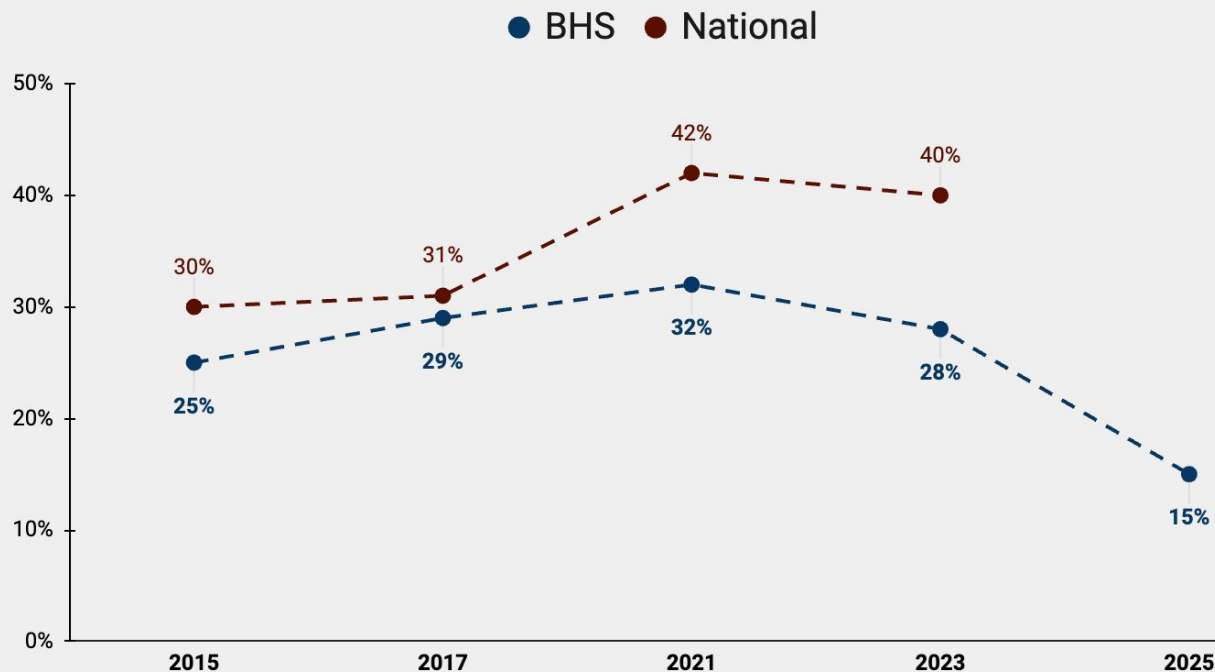
| School Level  | No concern | Potential concern | Moderate concern | Significant concern |
|---------------|------------|-------------------|------------------|---------------------|
| BHS           | 64.22%     | 22.44%            | 9.09%            | 4.25%               |
| Middle School | 70.37%     | 19.72%            | 6.64%            | 3.27%               |
| Total         | 67.14%     | 21.16%            | 7.92%            | 3.78%               |

# BHS Persistent Feelings of Sadness or Hopelessness



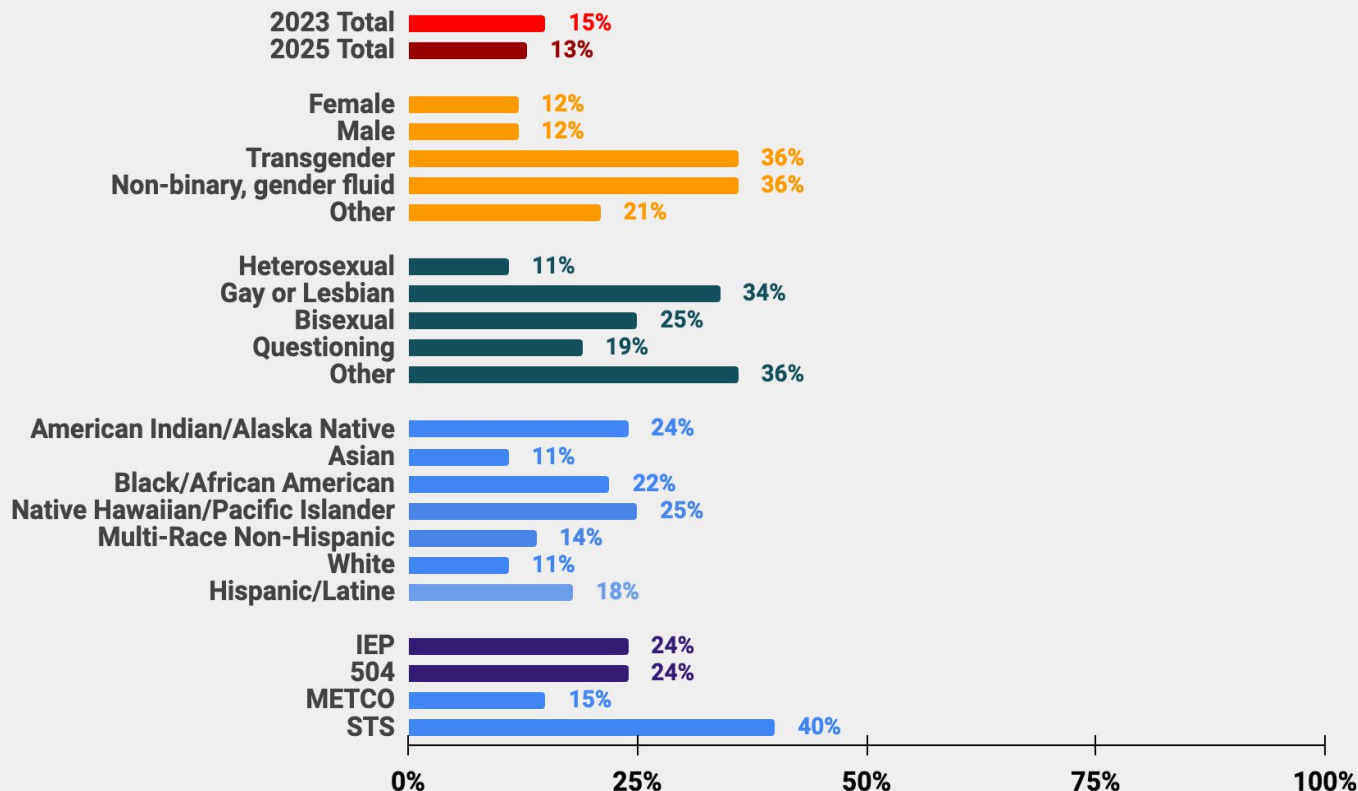
Students who identified as female, LGBTQ+, Black/African American, and students who report being in special education, having a 504 accommodation plan, or being in METCO were more likely to report persistent feelings of sadness or hopelessness in the past year.

# BHS Persistent Feelings of Sadness or Hopelessness (Brookline Trend Data)



**In 2023, 34% of students in MA reported persistent feelings of sadness or hopelessness on the YRBS.**

# Middle School Persistent Feelings of Sadness or Hopelessness

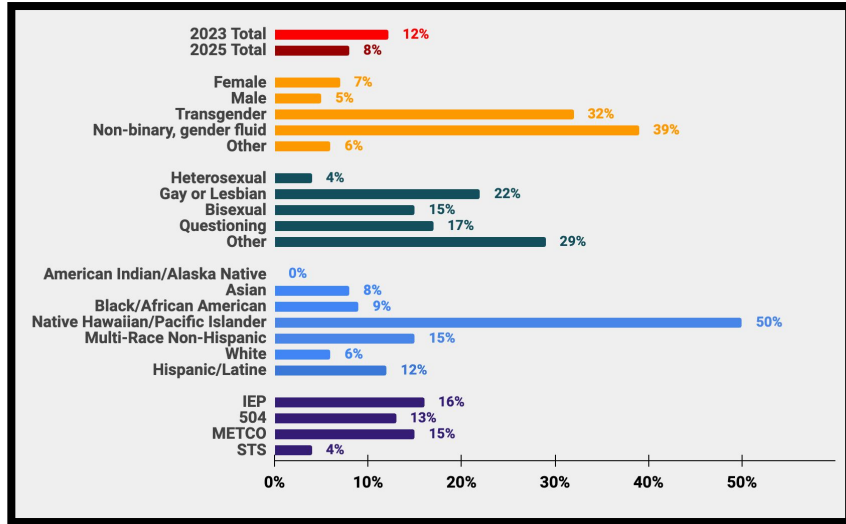


Students who identified as LGBTQ+, Black/African American, or Hispanic/Latine, and students who reported being in special education, having a 504 accommodation plan, or participating in STS were more likely to report persistent feelings of sadness or hopelessness.

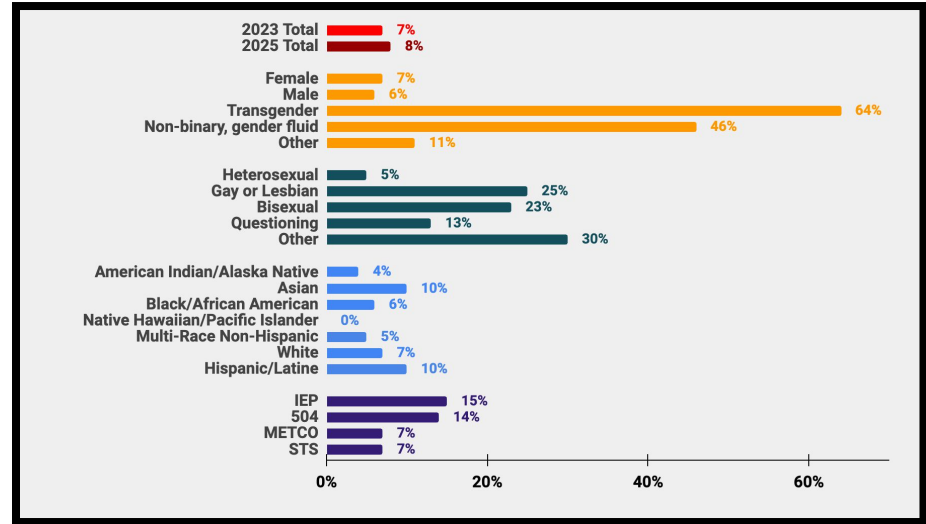
In 2023, 27% of middle schools students in MA reported persistent feelings of sadness and hopelessness.

# Seriously Considering Suicide

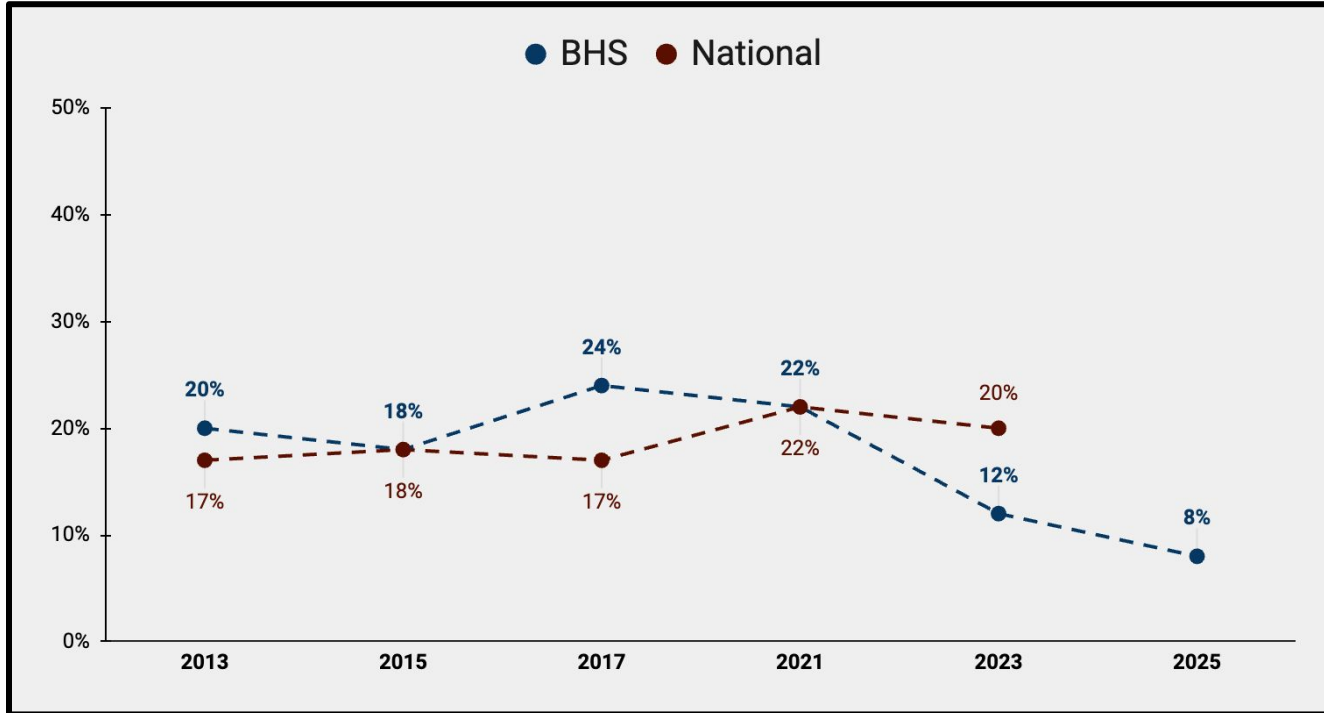
## BHS



## Middle School

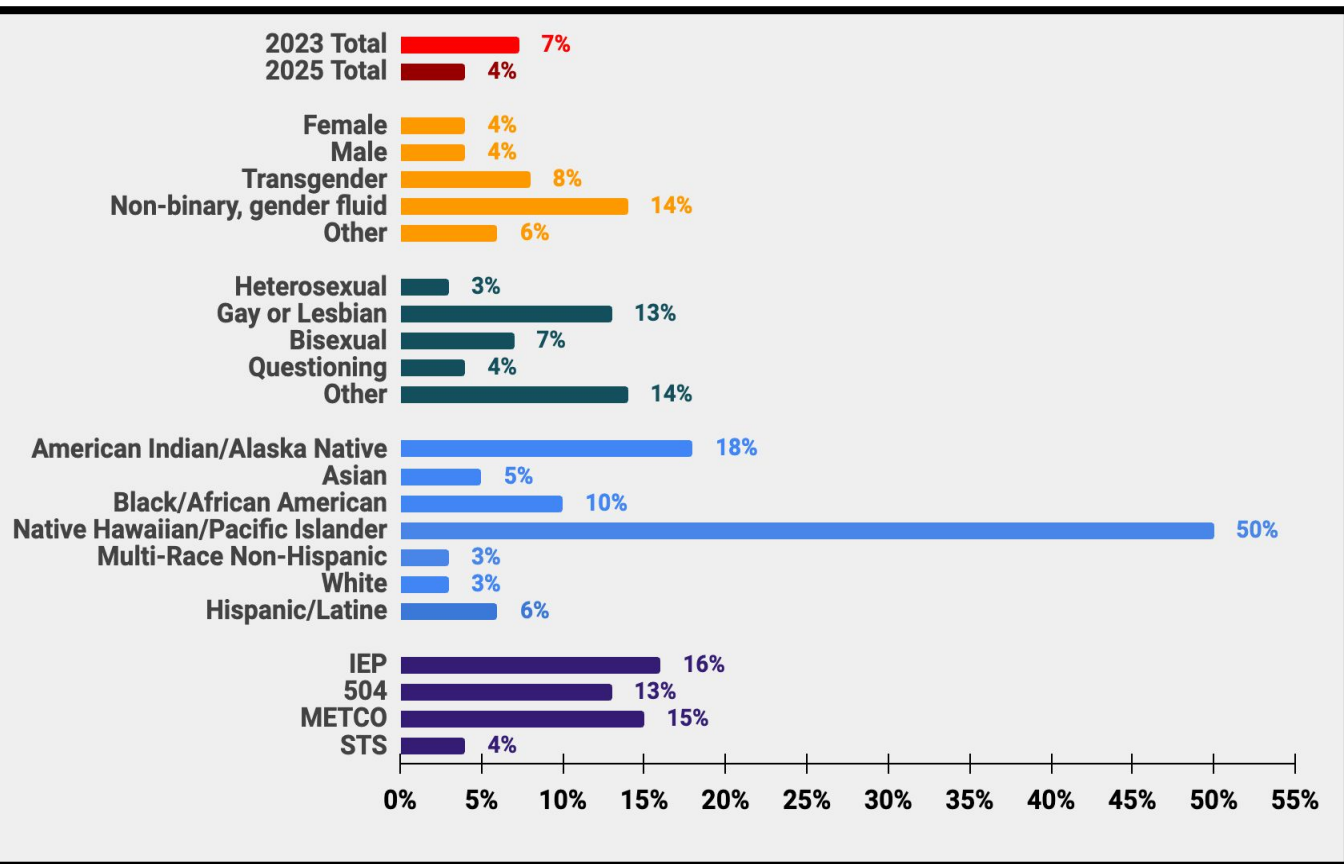


# BHS Seriously Considered Suicide



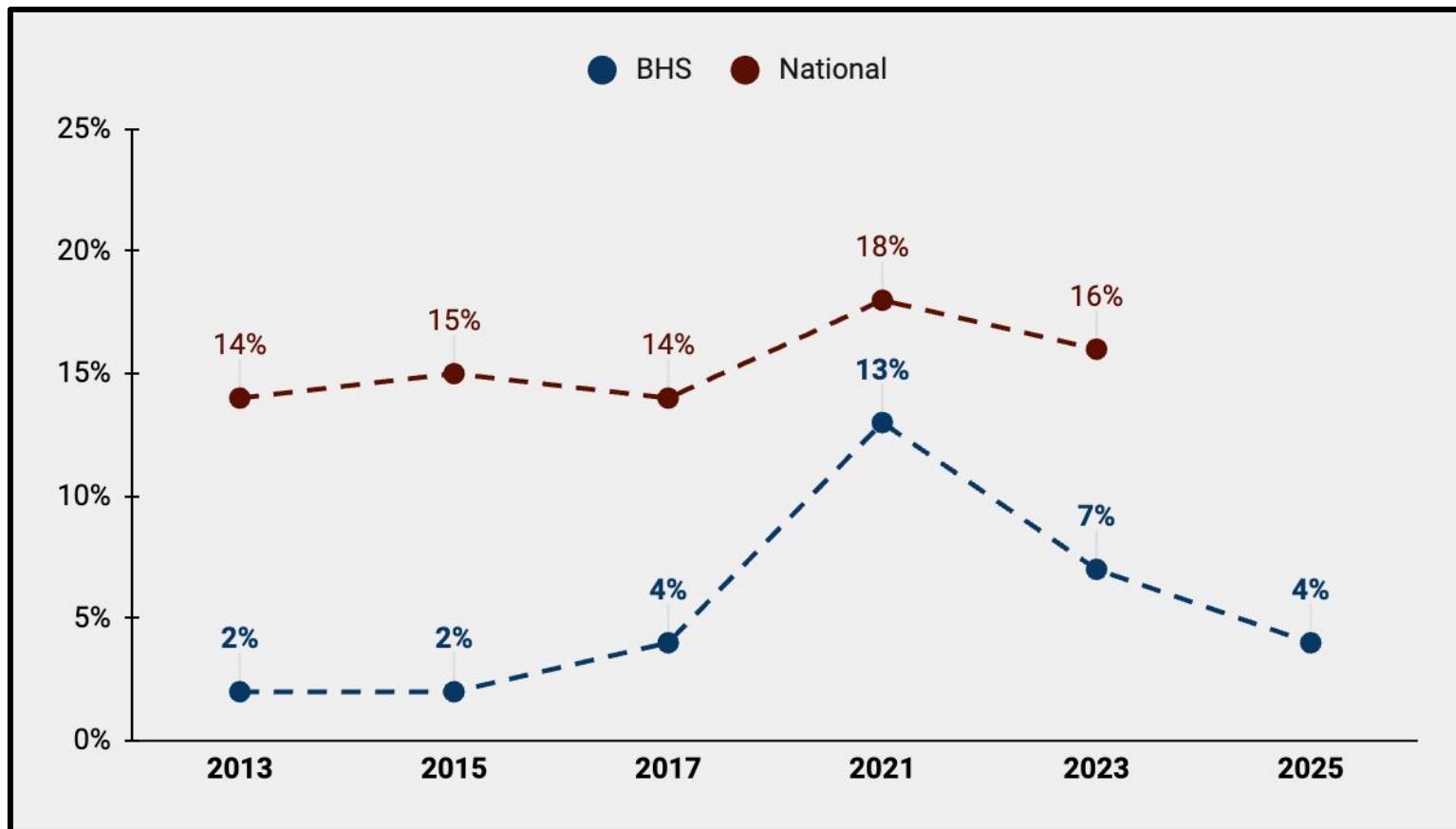
**In 2023, 13% of high school students and 11% of middle school students in MA reported seriously considering suicide on YRBS.**

# BHS Made a Plan

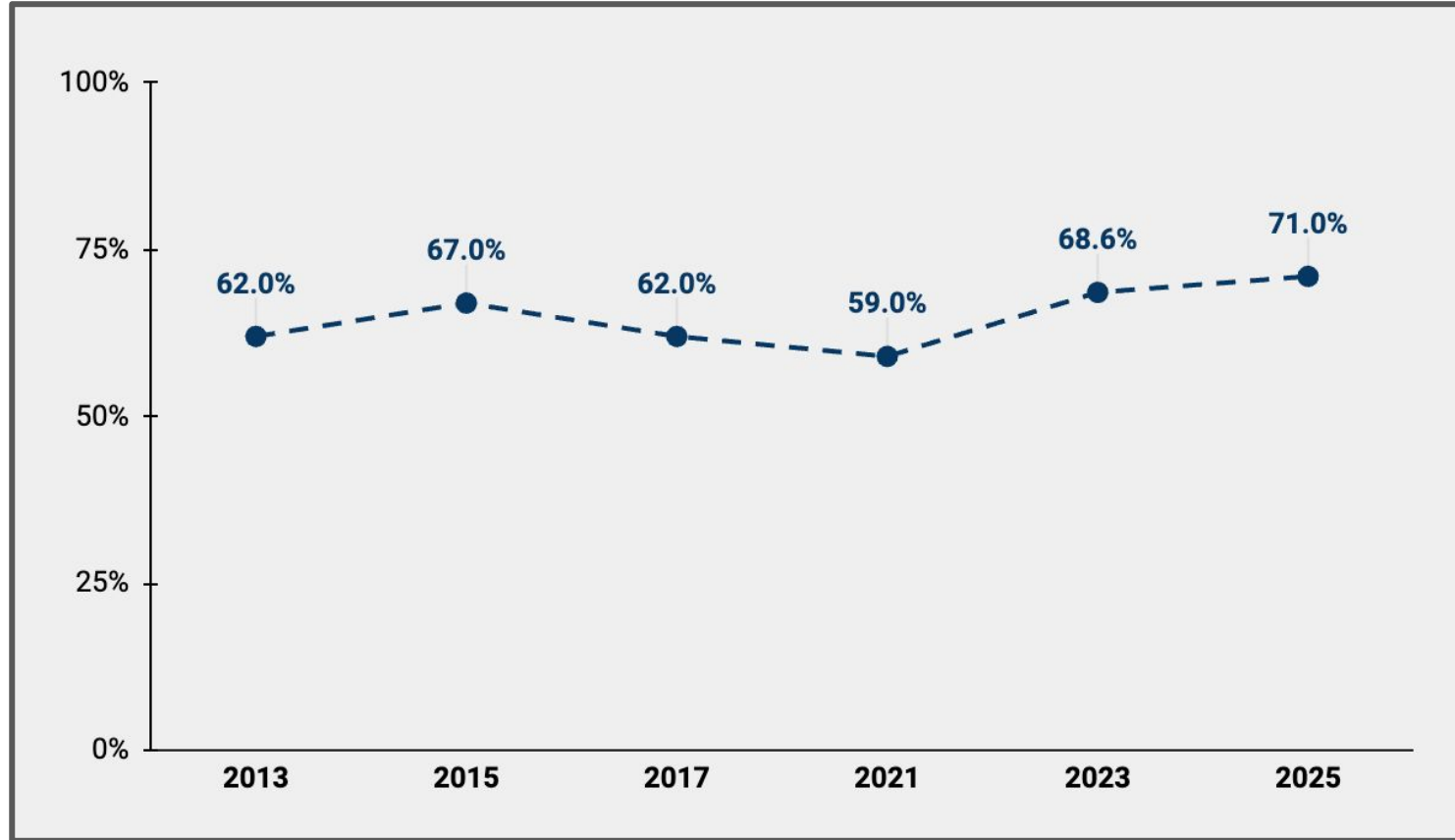


In 2023, 16% of high school students nationally reported make a suicide plan.

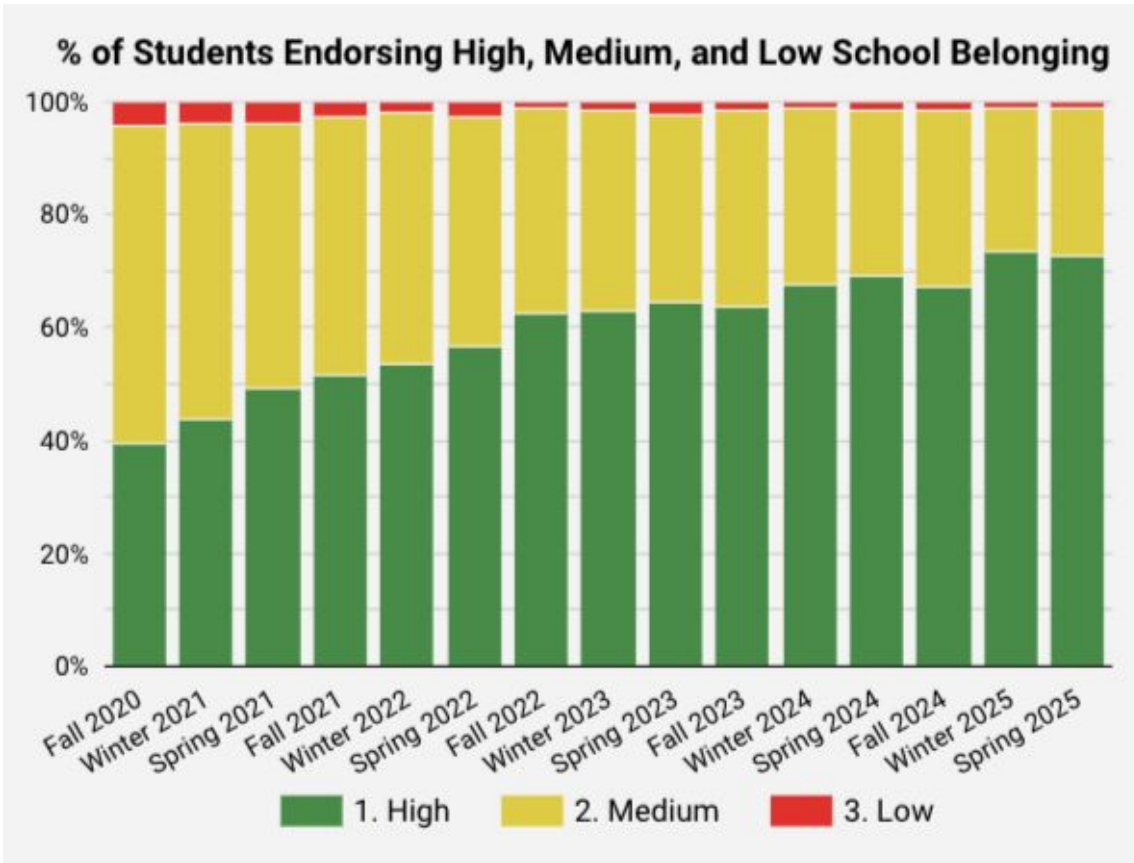
# BHS Made a Plan



# BHS Safe Adult at School (Trend Data)

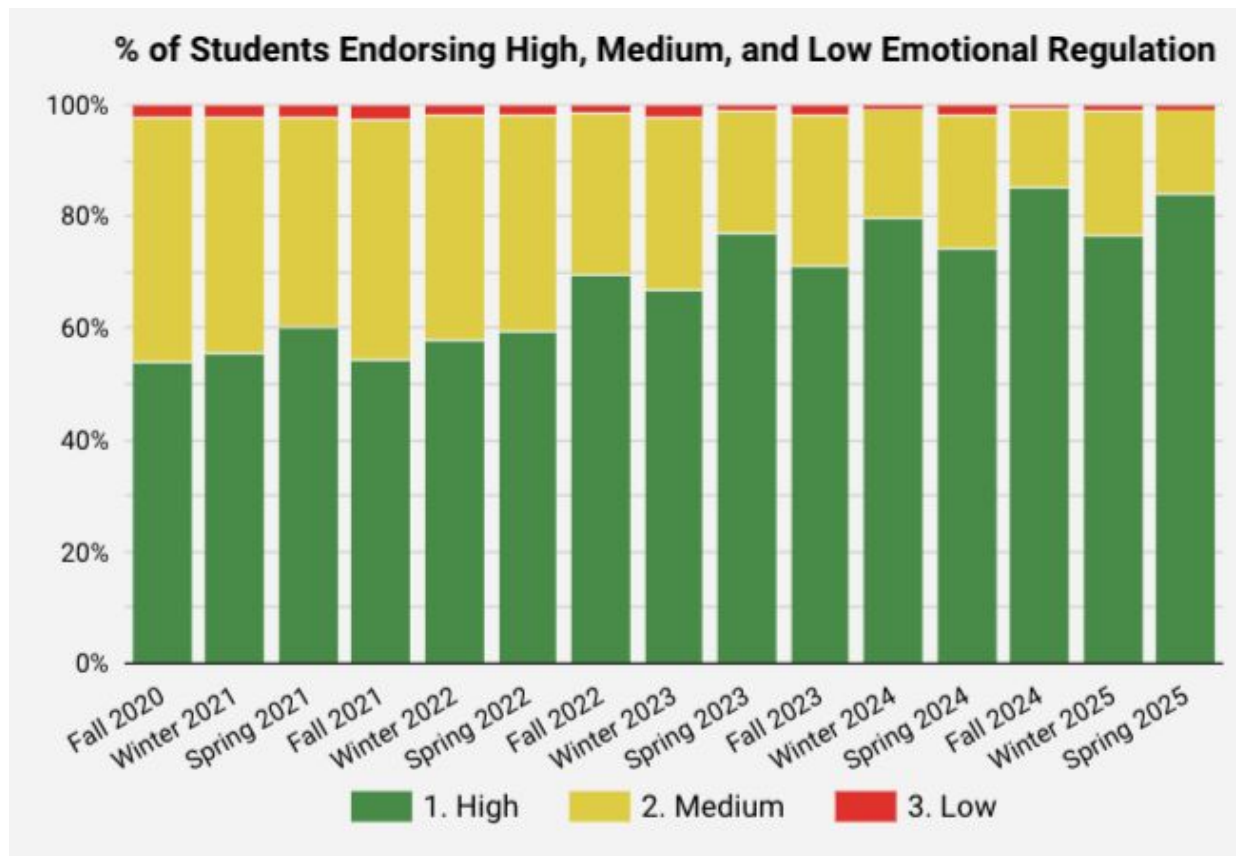


# Grades 6 to 12 Belonging Data



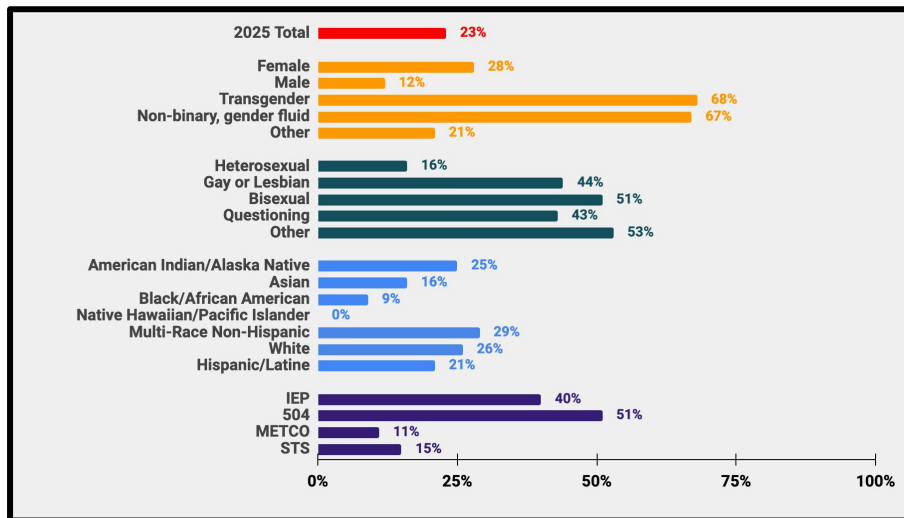
**In 2023, 61% of high school students and 62% of middle school students in MA endorsed strong school belonging.**

# Grades 6 to 12 Emotional Regulation

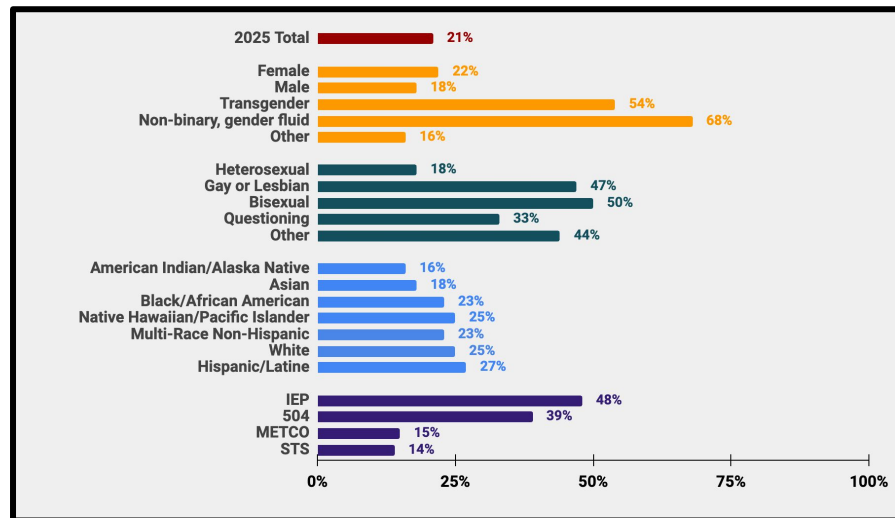


# Accessing Mental Health Care Last 12 Months

## BHS



## Middle School



**22% students reported to accessing mental health care in the past 12 months. 41% of these students reported primarily accessing mental health care at school.**

**Over the pasts 3 years, 10 to 15% of students of accessed mental health support at school.**

# Attendance

- Chronic Absenteeism = Missing 10% or more of school days enrolled
  - 2016-2017 = 7.4%
  - 2017-2018 = 7.8%
  - 2018-2019 = 8.1%
  - 2019-2020 = 9.3%
  - 2020-2021 = 5.9%\* (Hybrid)
  - 2021-2022 = 15.1% (3.2% were 20% or more)
  - 2022-2023 = 14.5% (2.6% were 20% or more)
  - 2023-2024 = 11.5% (2.4% were 20% or more)
  - 2024-2025 = 10.8% (1.3% were 20% or more)

## Strategic Goals

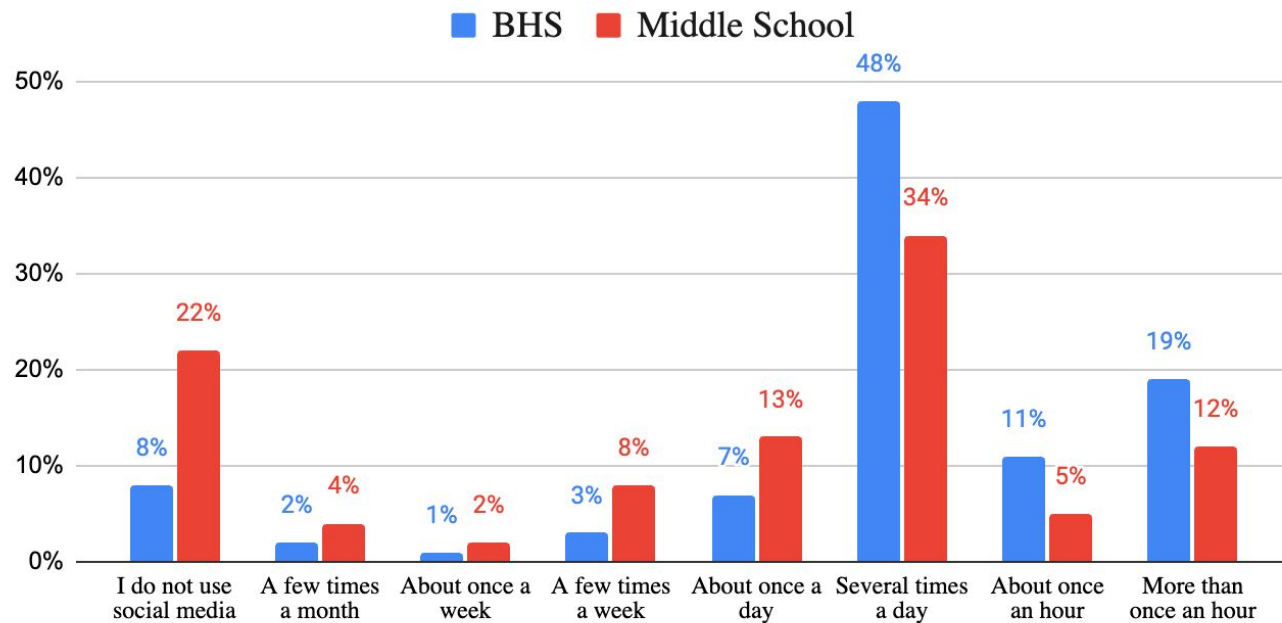
2023-2024 = 13.9%

2024-2025 = 12.7%

2025-2026 = 12.0%

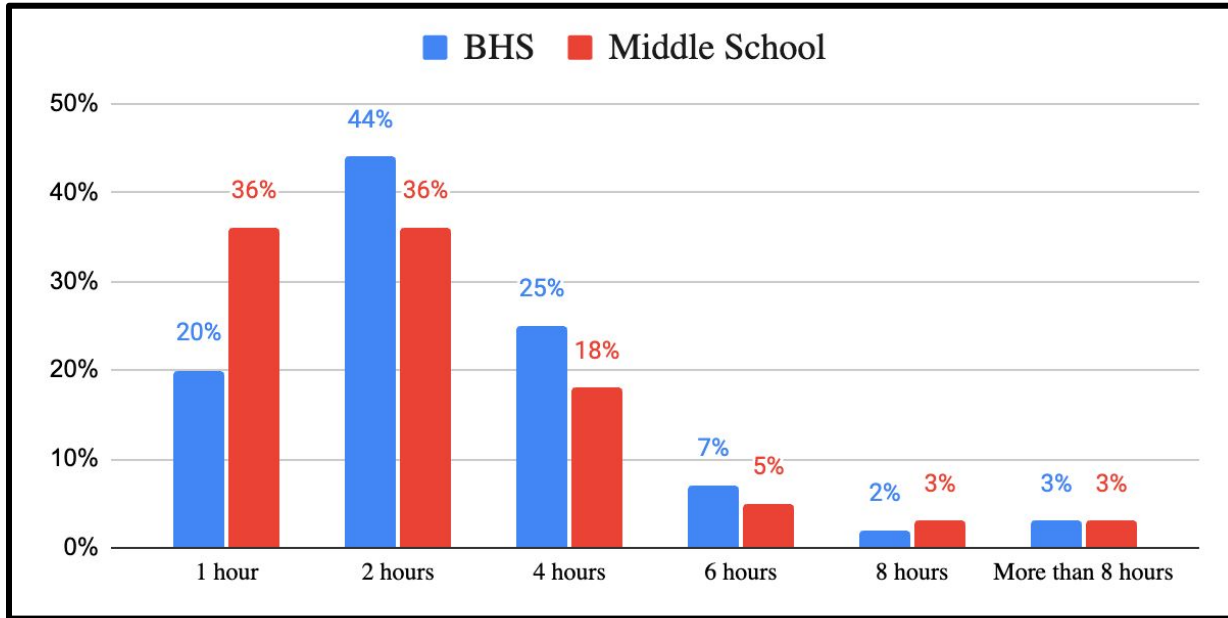
2026-2027 = 11.1%

# Technology and Social Media Use - Frequency



50% of students who endorsed symptoms of depression reported using social at least once an hour.

# Technology and Social Media Use - Hours of Use

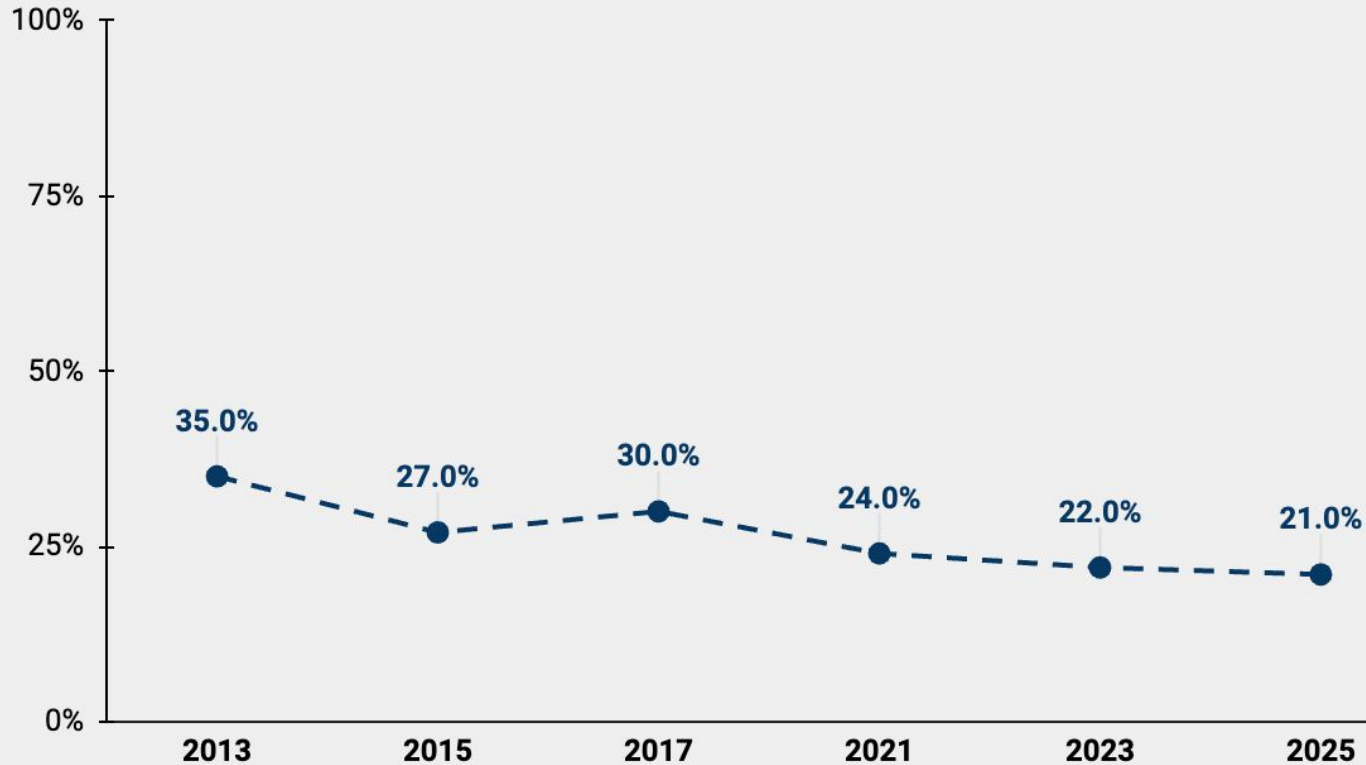


28% of students who endorsed symptoms of depression reported using social media for 6 or more hours a day

# Technology and Social Media Use - Middle and High School

- 56% of students reported that social media use interfered with HW completion.
- 55% of students reported that social media use interfered with with sleep.
- 38% of students reported that social media use interfered with family time.
- 88% of students reported that social media helps with social connection
- 27% of students reported that they feel like their life is worse than others while using social media.

# Alcohol Use - Last 30 days



# Marijuana Use

- 11.7% of BHS students reported lifetime use
  - 4.8% 9th grade
  - 8.4% 10th grade
  - 23.2% 11th and 12th grade
- Peer perception
  - Less than 10% = 66%
  - 10 to 25% = 20%
  - 26 to 50% = 10%
  - 51 to 75% = 3%
  - More than 75% = 1%

# Vaping

- 13% of students reported using a vape product in the past 30 days (~9% in 2023).
  - 2.6% of BHS students reported using a vape product on school grounds.
  - About half of these students reported that substance in the vape product was caffeine.
- Perception of risks associated with vaping:
  - Great Risk = 32.3%
  - Moderate Risk = 38.7%
  - Slight Risk = 24.3%
  - No Risk = 4.7%

# Next (and on-going) Steps

## Proactive Supports

- Continue to actively teach social-emotional skills
- Ongoing prioritization of belonging and supportive relationships (e.g., strategic plan).
  - QSU, GSA, belonging groups
- Ongoing skills instruction in health classes around healthy coping, relationships, safety, and engagement in health-promoting behaviors.
  - Signs of Suicide
  - Nan Project
  - Stanford Reach Lab
- Ongoing mental health screening (October and March)

# Next (and on-going) Steps

## Proactive Supports

- **Parent and Guardian Workshops**

- What Are You Puffing? Vaping and Our Youth
- Marijuana: Where We Were and Where We Are
- iGen's Battle to be Mentally Healthy in a Digital Era:
- The Digital Well-being Playbook

- **Partnership with DPH**

- Brookline Wellness and Prevention Coalition (B-Well)
  - Anti-Vaping Campaign - Peer Leaders
  - Wellness Summit

# Next (and on-going) Steps

## Responsive Supports

- iDecide Curriculum
- Ongoing Tier 2 (small-group) and Tier 3 (1:1) therapeutic interventions in all schools.
  - Emotional regulation, social skills, health coping, healthy decision making, and navigating psychosocial stressors.
  - Strong wrap-around support for students who access community-based services.
- Well-defined crisis response procedures and protocols.
- Community-Partnerships
  - Cartwheel Care
  - Brookline Center
  - Quincy Family Resource Center
  - Instride
  - Private Practices

# Questions and Answers





## The Public Schools of Brookline

Town Hall

333 Washington Street, 5<sup>th</sup> Floor

Brookline, Massachusetts 02445

617.730.2401

TO: Bella Wong., Superintendent  
FROM: School Committee  
DATE: September 28, 2025  
RE: *FY27-31 Budget Guidelines (second draft)*

The School Committee is responsible for approving and overseeing the District's annual budget (educational plan). In accordance with our responsibilities, we present our suggested multi-year guidelines to (1) inform and facilitate construction of the budget for the upcoming and future fiscal years, (2) allow us to review all spending proposals with a cooperative vision, (3) guide us as we make difficult, important choices, and (4) enable us to maintain a relentless focus on our priorities. These guidelines explicitly link priorities to the Strategic Plan. Our goal must remain to focus on our priorities and to support long-term budget sustainability.

The **primary guideline for FY27-31** continues to be that activities described in the Strategic Plan<sup>1</sup> (as refined in your presentation of September 18, 2025<sup>2</sup>) will have clearly identifiable funding in the budget and will be described as part of the work of the relevant unit(s) in their budget narrative, to be measured against the benchmarks set in the Strategic Plan.

**Conversely** and to the extent possible, activities that are clearly not aligned with the Strategic Plan will be identified and a strategy (multi-year and/or starting in later years as needed) for exiting, aligning, or deprioritizing these activities will be described.

Above and beyond this alignment with the Strategic Plan, specific guidelines include:

### 1. TEACHING AND LEARNING

- a. **Continue for FY27:** Ensure class sizes at the high school remain closer to recent historical trends. Maintain K-8 class sizes within guidelines.
- b. **Continue for FY27:** Maintain an intensive focus on literacy and MTSS roll-out. Ensure that reading, writing, and math skills are the sustained focus across all educational activities.
- c. **Continue for FY27:** Fund Extended School Year (ESY) programming for eligible students with disabilities that increases access to ESY by providing coordinated

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<sup>1</sup> [brookline.k12.ma.us/strategicplan](https://brookline.k12.ma.us/strategicplan)

<sup>2</sup>

[www.brookline.k12.ma.us/cms/lib/MA01907509/Centricity/Domain/62/Superintendent%20Report 9.18.25.pdf](https://www.brookline.k12.ma.us/cms/lib/MA01907509/Centricity/Domain/62/Superintendent%20Report%209.18.25.pdf)

wraparound opportunities, including but not limited to socioemotional learning, therapeutic recreational activities and enrichment.

- d. **In FY28, contingent upon override funding:** Return World Language as a robust option in lower elementary grades. Will require planning in FY27. This time frame is to allow for intensive focus on literacy roll-out through FY26.
- e. **By FY29, contingent upon override funding:** Fund/support educational opportunities for students beyond grade level.
- f. **By FY30, contingent upon override funding:** Fund robust summer programming that meets a variety of student needs - for example, expanding summer offerings for high school students to provide enrichment and so that those on IEPs may access summer electives. We encourage partial/full implementation to begin in earlier fiscal years, as resources allow.
- g. **Upon the availability of federal and/or state subsidies:** Establish universal pre-Kindergarten.

## **2. COMMUNITY AND CONNECTIONS**

- a. **For funding no later than the year following any adoption:** Should a policy on life of the school be adopted that requires funding to implement policy, identify said funding.

## **3. CLIMATE AND CULTURE**

- a. **By FY27:** Fund an educational equity strategy, to be articulated by the Office of Educational Equity and approved by School Committee, that right-sizes the resources directed towards educational equity, whether they are centralized or decentralized.

## **4. MANAGEMENT AND CAPACITY-BUILDING**

- a. **Continue for FY27:** Leverage K-12 enrollment forecasts to identify where positions can be held. Return to prior practice of holding reserve funds for a limited number of staff. This can be done over multiple years to lessen the impact of any one year.
- b. **Continue for FY27:** Align SIP process as part of budget cycle. Ensure that the PSB budget reflects each school's priorities and goals as described in their SIP, such as improving student outcomes, enhancing teacher development, or expanding extracurricular programs. All spending should support the broader mission of the school, be tracked against goals, and regularly measured/reported.
- c. **For FY27, contingent upon override funding:** Because of the importance of the strategic plan in driving all decisions, dashboards are to be developed that will allow stakeholders to track the plan's progress.

## **5. GOVERNANCE - No guidelines for this section**

## **6. PREPARATION FOR POSSIBLE OVERRIDE IN FY27**

- a. Evaluate current operations and programs for possible efficiencies and revenue generation.
- b. Create budgets for different override planning scenarios:

| Override Scenario                                                                                                                                                                        | Dollar Amount |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| (1) Level Services Budget (LSB) - includes bargaining considerations                                                                                                                     |               |
| (2) Identified efficiencies                                                                                                                                                              |               |
| (3) Budget 1 - Budget 2                                                                                                                                                                  |               |
| (4) Possible generated revenues                                                                                                                                                          |               |
| (5) Budget 3 - Budget 4                                                                                                                                                                  |               |
| (6) Funding to support ongoing K-8 Literacy Implementation and District-Wide MTSS Development                                                                                            |               |
| (7) Budget 5 + 6                                                                                                                                                                         |               |
| (8) Restoration of FY26 reductions                                                                                                                                                       |               |
| (9) Budget 7 + 8                                                                                                                                                                         |               |
| (10) Evaluate program data and studies to determine recommendations to support educational equity for all students, including, but not limited to socio emotional and academic learning. |               |
| (11) Budget 9 + 10                                                                                                                                                                       |               |

- c. Consequences of failed override:
  - i. Budget gaps for FY27-29
  - ii. Possible areas of reduction to close those gaps



## NEWTON SCHOOL COMMITTEE

### Newton School Committee Members

#### WARD

- |   |                            |
|---|----------------------------|
| 1 | Rajeev Parlikar            |
| 2 | Christopher Brezski- Chair |
| 3 | Anping Shen                |
| 4 | Tamika Olszewski           |
| 5 | Emily Prenner -Vice Chair  |
| 6 | Paul Levy                  |
| 7 | VACANT                     |
| 8 | Barry Greenstein           |

RUTHANNE FULLER- EX OFFICIO

## FY26 BUDGET GUIDELINES

**Newton Public Schools (NPS)** budget should align with system-wide goals, prioritize **closing achievement gaps**, provide adequate **support for special education** programs, develop **foundational skills** in **math** and **reading**, maintain **infrastructure**, manage **class sizes**, plan for long-term **financial stability**, develop a multi-year plan for city-wide special education programs, and encourage continuous improvement and **educational excellence**. **Transparency**, **accountability**, and **trust** among stakeholders are essential, with a summary of proposed changes and their rationale included in the budget.

### Top 15 themes/phrases

1. Budget - 10 times
2. Operational Infrastructure - 6 times
3. Student Services - 6 times
4. Special Education - 5 times
5. Professional Development - 5 times
6. Class Sizes - 4 times
7. Foundational Skills - 4 times
8. Multi-Tiered Systems of Support (MTSS) - 4 times
9. Achievement Gap - 3 times
10. Curriculum Development - 3 times
11. Safety - 3 times
12. Data Management - 3 times
13. Technology - 3 times
14. Early Intervention - 3 times
15. Educational Excellence - 3 times

### Alignment with Goals and Transparency

The budget must align with the Newton Public Schools (NPS) system-wide goals, ensuring all financial allocations support these overarching objectives. A detailed estimate reflecting only shifts in enrollment will clarify the budget's context. Transparency is essential, so the budget should include a summary of proposed changes from the previous year, articulating the rationale behind each adjustment. This fosters accountability and trust among stakeholders.

### Student Services and Support

Significant emphasis should be placed on closing the achievement gap in reading proficiency across all student groups. Implementing Multi-Tiered Systems of Support (MTSS), along with intensive small group tutoring and targeted educator training, will help every student reach their highest potential. Additionally, proper staffing and resources for special education programs must be maintained, ensuring reasonable staff-to-student ratios to enhance program effectiveness and support the narrowing of achievement gaps, including in social-emotional learning (SEL).

### Foundational Skills and Curriculum Development

The budget should prioritize the continuous development of foundational skills in math and reading, emphasizing early intervention to equip all students for success. Updating curricular materials and providing corresponding professional development are crucial for aligning with these goals. Curriculum development should be seen as essential to alleviating educator burden while enhancing the quality of educational programming.

### Infrastructure and Maintenance

Maintaining the physical infrastructure of schools is imperative for providing safe and conducive learning environments. A comprehensive list of required expenditures for building maintenance should be included as an addendum to the budget. Additionally, the integration of technology as a foundational element of learning should be prioritized, recognizing its critical role in preparing students for a rapidly evolving workforce.

**Class Size Management**

Managing class sizes remains a crucial priority, and the budget should highlight projected increases or decreases in class sizes and their impact on educational quality. This aspect is essential to ensuring that the needs of students are met effectively throughout all school levels.

**Financial Management and Long-Term Planning**

In light of the multi-year budget deficit, careful management of program growth and resource allocation is essential. The district should explore efficiencies while making prudent use of the Education Stabilization Fund (ESF) to mitigate future financial crises. This long-term planning should focus on sustaining quality education while addressing immediate needs.

**Special Education Programs**

Developing a multi-year plan for city-wide special education programs is vital to ensure that all students, including those currently placed out of district, have access to necessary services and support. The budget must provide detailed funding for implementing MTSS across all schools, enhancing access to tailored support for all learners.

**Continuous Improvement and Educational Excellence**

To enhance educational excellence, the district should compile innovative ideas from the educational team as an addendum to the budget. This fosters a culture of continuous improvement and encourages collaboration among educators to drive student success.



**Shrewsbury School Committee**  
**Priorities & Guidance for Fiscal Year 2024 Budget Development**  
*Revised Draft for Discussion & Vote on October 26, 2022*

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## **Overview**

This document provides the community with information about the School Committee's priorities for the Fiscal Year 2024 School Department Budget. It is also designed to provide guidance to the Superintendent of Schools and the School Department administration regarding the development of its initial Fiscal Year 2024 School Department Budget proposal.

Clearly, we have moved past the most significant medical aspect of the Coronavirus pandemic and now face the lingering effects on student social and emotional well-being and learning loss. In FY23 we put into place a number of staff resources to address both of these important areas.

For FY24 we shift focus in now having to deal with the significant and varied economic impacts of a historically high level of inflation. In addition, we look forward to a renewal and refresh of our Strategic Priorities as we plan ahead with optimism for the next five-year period, 2023-2027. With this context we set forth the following Budget priorities and Guidance for development of the FY24 annual operating budget.

## **Priorities**

The initial FY24 School Department Budget proposal shall include resources to address each of the following priorities:

1. *Meet commitments as detailed in the March 16, 2021 Override Statement to the Residents of Shrewsbury and agreed upon between the Board of Selectmen and the School Committee*

This compact includes specific commitments towards budget planning transparency, engagement with the community, and limitations on annual budget increases.

2. *Resources for Continued Progress Towards Fulfillment of the 2018-2022 Strategic Priorities and Consideration of the Highest priorities Emerging from the 2023-2027 Strategic Planning Process.*
  - To maintain class sizes within School Committee guidelines.
  - To consider what additional resources may be necessary to explore the creation of in-district vocational programs at the high school or create partnerships with area businesses for similar types of student experiential learning opportunities.
  - To consider what investments will advance the district's commitment to its core value of equity, particularly as it works to advance equity and anti-racism throughout our school communities.
  - To provide adequate resources for our English learner population that is growing in size and complexity.

*Resources for Continued Progress Towards Fulfillment of the 2018-2022 Strategic Priorities and Consideration of the Highest priorities Emerging from the 2023-2028 Strategic Planning Process.  
[continued from previous page]*

- To factor the financial impacts of a potential change in school start times for the 2023-2024 school year.
- To make investments in district-based programming and resources in order to provide high-quality, cost-effective opportunities to educate students with all forms of specialized needs within their own community's schools rather than specialized placements outside of the district. One such opportunity is the launch of the district's transitions program [aka RISE Program] for students with special needs who require post-high school education up to age 22.
- To consider resources to address the district's functional capacity related to personnel, organization, space, and technology, within the context of evolving demands placed upon the organization under current conditions, while also considering previous recommendations found in the University of Massachusetts Edward J. Collins Center for Public Management's Central Office Organizational Study completed in Spring 2019.

### **Assumptions & Guidance**

It is assumed that the initial FY24 School Department Budget proposal will:

1. Provide adequate resources to meet all legal mandates required of the school district.
2. Reflect the terms of collective bargaining agreements and other contractual obligations.
3. Provide sufficient resources to maintain a) the existing educational program and b) staffing levels necessary to meet mandates and priorities.
4. Forecast the inflationary impact on all goods and services to include bidding for a new transportation contract and factoring the state-approved tuition rate increase of 14.1% for private special education schools throughout the Commonwealth.
5. Utilize the best available information to project changes in costs (such as tuitions) and revenues (such as state funding through the Chapter 70 and Circuit Breaker programs, grants, etc.).
6. Estimate level funding for all federal and state grants and plan for the continuation of programs or services, as desired, that were previously funded by Covid-related grants.
7. Review fee levels for all programs and make recommendations that consider the School Department's increased costs to operate, while also taking into account the associated challenges for families to pay more in a high inflation environment.
8. Examine ways to reduce or shift costs in order to achieve district priorities without requiring additional funding allocations wherever possible.
9. Given space constraints at the secondary schools, the administration should assume no new School Choice seats will be voted by the School Committee for approval.
10. Display data and budget information in new ways including further use of the *ClearGov* web-based platform.

## **Weston Public Schools 2024-2025 Budget Guidelines**

The Weston School District dedicates itself to providing outstanding academic, social, and emotional education in a fiscally responsible manner. Weston continues to be regarded as one of the highest performing school districts in Massachusetts, receiving varied prestigious accomplishments and continuing to be highly ranked in many metrics. To maintain the overall strength of the school system within a budget that honors the support of taxpayers, the School Committee provides the following general guidelines to assist the School Administration in preparing the budget for fiscal year 2025.

### **Enhance Excellence in Curriculum and Instruction**

Planning for Fiscal Year 2025 will seek to extend the quality of our programs and enhance services and approaches that enable all students to reach high standards and expectations, as captured in measurable student outcomes and growth indicators.

This goal must be achieved above all else.

### **Maintain a Safe and Secure Educational Environment and Infrastructure**

The budget should continue to support safe and educationally sound school environments. We should continue to collaborate with the Town to achieve economies of scale in the maintenance and operation of our facilities and grounds. Building and ground security should continue to receive reasonable improvements within the broad contours of our school community's cultural expectations. We should continue routine maintenance of our facilities, conduct regular building reviews, and establish a public, multi-year capital project plan. We will continue to work closely with the Weston Police and Fire Departments and the Board of Health regarding safety and security.

For 2024-25, we will focus effort on exploring how our technology investments are and can drive operational efficiencies for our administrators, teachers, and staff in supporting both day-to-day activities and broader district academic and financial priorities.

### **Budget Should Prioritize Direct Student Services and Align to District Priorities**

The School Administration should continue to be sensitive to the Town's short and long-term financial constraints, including the tax burden of budgetary decisions and the uncertainty of state and federal funds. This means making a concerted effort to be fiscally prudent. The School Committee prioritizes spending on direct student services over administrative costs and expects program enhancements to be offset by budget reductions or increased process improvements as far as possible. While the School Administration and School Committee both continue to stress the importance of fiscal responsibility, the primary consideration continues to be providing students and teachers with the tools and resources they need to succeed at a high level.

For 2024-25, staffing levels should be assessed to ensure that each position contributes to directly supporting and improving student achievement and growth. Spending will be reviewed for alignment to current district priorities and optimization of resources. We encourage the Administration to consider new funding sources and strategies that may contribute to the district's annual budget.

**Memorandum of Agreement Between  
the Town of Brookline and the Public Schools of Brookline**

**Whereas**, the Public Schools of Brookline (“PSB”) projected a final \$1,943,064 million gap between the Superintendent’s proposed FY26 budget and revenue available to PSB for that fiscal year;<sup>1</sup> and,

**Whereas**, all parties acknowledge that budget deficits of this kind cannot continue into future years, and recognize that closing the FY26 deficit has required the use of funds not available in FY27 and beyond; and,

**Whereas**, to assist PSB in analyzing what caused this deficit and how best to avoid it in the future, the Town procured and funded a contract with CliftonLarsonAllen (“CLA”) out of its own budget, with the scope developed collaboratively through the Town-School Partnership (“TSP”); and,

**Whereas**, the report produced by CLA contained several recommendations for PSB.

The parties therefore agree as follows:

1. PSB will continue to provide quarterly budget updates to Brookline School Committee in public session. The report will continue to account for actual revenue and expenditures against the budget for the general fund and special funds for the year to date. A copy of this report shall be sent to the Town Administrator and Schools Subcommittee of the Advisory Committee after the meeting.
2. The Town and PSB will review their five-year revenue and expenditure projections with the Town-School Partnership prior to the Superintendent and Town Administrator releasing their financial plans for the subsequent fiscal year.
3. The Town and PSB will establish a working group to address business needs of the MUNIS enterprise-wide system including chart of accounts and reporting cleanup. The group will also address appropriate delegation of functions in the system. Once alignment on the chart of accounts is attained, the Town and PSB will review the viability of using the encumbrance feature in MUNIS universally and implement as appropriate..
4. PSB will continue to make certain to have written contracts for purchases and services over \$10,000 and to bid all purchases and services over \$100,000 in compliance with Mass. Gen Law Ch. 30B and Ch. 149. Further, PSB will continue to comply with the federal procurement requirements described in 2 CFR 200.318-326.
5. PSB will continue to send at least one employee to MCPPO training and to require all employees who are authorized to make purchases to attend a Public Procurement training that will be offered by the Town.

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<sup>1</sup> This gap was closed by a reduction in the initial building maintenance budget, a set-aside of capital funding originally intended for the New Lincoln School Grounds project, and use of one-time state special education circuit breaker funding.

6. The School Committee will continue and complete its current review of PSB financial policies in the current fiscal year and publicly document any changes thereto as a result of that review by March 1, 2026.
7. PSB will assess all central office functions as part of its preparation for the FY27 budget process.
8. PSB will provide a Fall report about the Office of Student Services to the School Committee, which will include a review of related expenses as well as an overview of relevant legal requirements and oversight.
9. This agreement will sunset September 30, 2026.

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