



THE PUBLIC SCHOOLS OF BROOKLINE
BROOKLINE, MASSACHUSETTS 02445

LINUS J. GUILLORY JR., PhD
SUPERINTENDENT OF SCHOOLS

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

Request for Grant Acceptance

February 5, 2025

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

Source	Grant/Point Person/Purpose	Award	Account Number/ Name
DESE	FY2025 Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement Grant Point Person: Elizabeth O'Connell	\$2,339,946.00	3225SE18/FY25 IDEA Grant 240

FY25 IDEA Grant - Budget vs. Submission

Account	Budget	Submission	Recommend	Change
Revenue	2,693,181	2,339,946	2,339,946	(353,235)
Teacher Salary 12 vs. 0 FTE	1,056,482	0	354,801	701,681
Teacher Winthrop House (3,1)	246,971	191,761	328,883	(81,912)
Teacher Salary New (3)	0	211,887	0	0
Paraprofessionals - New (3)	0	132,000	0	0
Secretary	74,889	74,889	74,889	0
Summer Program	450,000	518,137	750,000	(300,000)
Proportionate Share (2)	202,171	202,171	202,171	0
Contracted Service	363,842	450,351	363,842	0
OOD Tuition	0	256,664	0	0
PD Dues/ Memberships	155,394	155,394	155,394	0
Supplies	0	48,483	56,966	(56,966)
MTRS Contribution (4)	143,432	48,208	53,000	90,432
Other Expense	0	50,000	0	0
	2,693,181	2,339,946	2,339,946	353,235

Request for Grant Acceptance

FY25 IDEA Grant (240 and 262)

Point Person: Elizabeth O'Connell

FY2024 Individual with Disabilities Education Act (IDEA)

Source: Federal Special Education Entitlement Grant

IDEA 240

\$2,339,946.00

The six key pillars of IDEA are:

- Parent and Student Participation
- Free and Appropriate Public Education (FAPE)
- Appropriate Evaluation
- Individualized Education Program (IEP)
- Least restrictive Environment (LRE)
- Procedural Safeguards

First and foremost, the Grant will be used to support programmatic and paraprofessional staffing costs that address student learning; curriculum design and implementation, service delivery, and IEP regulatory obligations. The expansion of the district's Winthrop House program for grades 6-8 will be funded through the Grant, serving the needs of vulnerable students with significant mental health needs in their home community. For some students, out-of-district programming will be required to address their unique needs. The IDEA Grant further provides a critical contribution of revenue for contracted services that target unique ways to meet the unique needs of children with significant and highly specialized needs.

To ensure that children with disabilities receive a free and appropriate public education (FAPE), all IEP teams consider, as appropriate, whether or not a child needs extended school year services. With the purpose of minimizing substantial regression and reduce recoupment time, the Grant supports the provision of summer services designed to help each child maintain skills and not lose progress made toward IEP goals.

The Grant further supports building the capacity of its educators by targeting professional development that support a range of general education curricular initiatives. Continuing to set and support rigorous academic standards for all students while disrupting educational inequities for underserved students remains a priority. Promoting new literacy initiatives supports this vision. Finally, the Grant supports anti-racist organizational partnerships such as Calculus Project and MSAN.

FY2024 Early Childhood Special Education Program

Source: Federal Entitlement Grant

IDEA 262

\$50,528.00

Supported by the 262 Grant, consultation and targeted professional development ensures that preschool and kindergarten-age children (ages 3-5), who receive special education services and activities, receive a free and appropriate public education (F.A.P.E.) in the District's early childhood programs. Consultation and services focus on communication, language, and behavioral support in both 1:1 and small group settings. Programming is developed in consultation with parents and guardians with a pragmatic focus on increasing a child's ability to interact appropriate and learn within their educational environment, promoting academic skills, social play, and activities of daily living. Funding ensures that eligible children are educated alongside their typical peers within their neighborhood communities, the least restrictive environment.

MTRS Calculator

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

MTRS Calculator

Massachusetts Department of Revenue requires that each district reserve 9% of salaries for MTRS members paid with federal grant funds (MTRS Surcharge).

The MTRS Surcharge is calculated in GEM\$ based on those salaries budgeted in the 01M-Professional Salaries (MTRS) Object Code on the Budget page.

If you do not budget the required 9% of those MTRS salaries in 09 - MTRS Object Code/MTRS Function Code, the system will generate an error message and you will not be able to advance your application to the next status.

For your convenience, this calculator will provide a real-time calculation of the 9% MTRS Surcharge. As you budget expenses in the 01M-Professional Salaries (MTRS) Object Code this calculator will update to show the required reservation.

1. Amount Budgeted in 01M-Professional Salaries (MTRS) Object Code:	\$	535,648.00
2. 9% MTRS Surcharge to be budgeted in Object Code 09-MTRS (Line 1 x 9%):	\$	48,208.32
3. Amount budgeted in Object Code 09/Function Code MTRS (Should equal Line 2, above):	\$	48,208.32

Line 1 will show as \$0 until you budget funds in the 01M-Professional Salaries (MTRS) Object Code.

Line 3 will show as \$0 until you budget funds in Object Code 09 - MTRS.

DESE will pay 80% of your MTRS reservation on your behalf to the Mass. Teachers Retirement Board (MTRB) in November/December of Year 1 of your grant. You are responsible for remitting any additional amount owed prior to closing out your grant. If your budget changes, such that the 80% prepaid to the MTRB is more than required, please contact Grants Management for assistance in obtaining a refund **at the end of the grant period.**

[MTRS Quick Reference Guide](#)

Send district MTRS payments to:

MTRB

500 Rutherford Avenue, Suite 201

Charlestown, MA 02129

Att: Lucie Zheng

Budget

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

Indirect Cost	
Total Contributing to Indirect Cost	\$1,352,156.64
Indirect Cost Rate	2.47%
Maximum Allowed for Indirect Cost	\$32,593.21

Object Code	Total
01M - Professional Salaries (MTRS)	\$535,648.00
01NM - Professional Salaries (Non-MTRS)	\$418,136.64
02 - Clerical Salaries	\$74,889.00
03 - Other Salaries	\$100,000.00
04C - Contracted Services	\$0.00
04MC - Contracted Services (major)	\$1,064,581.04
05 - Supplies and Materials	\$48,483.00
06 - Other Expenses	\$50,000.00
07 - Equipment	\$0.00
08 - Indirect Costs	\$0.00
09 - MTRS	\$48,208.32
Total	\$2,339,946.00
Allocation	\$2,339,946.00
Remaining	\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

01M - Professional Salaries (MTRS) - \$535,648.00

Budget Detail		Narrative Description
Object Code:	01M - Professional Salaries (MTRS)	<p>*Narrative Description is required. For all salaries, include in the narrative: a brief description of the role(s) being funded, the FTE, number of years funded, and any other details supporting the reasonableness of the budgeted amount.</p> <p>To support the programmatic and professional staffing costs that ensure that all students with disabilities receive equal educational opportunities and access to academic success. 10 Special education teachers with highly specialized training are essential members of the education team who help bridge disparities in learning: curriculum design and implementation, IEP service delivery, behavioral and medical support, and other obligations that increase student engagement and overall academic achievement.</p>
Function Code:	TCHR - Teachers	
Primary Function:	Other	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$535,648.00	
Line Item Total:	\$535,648.00	
Item Key	90272	
Total for 01M - Professional Salaries (MTRS):		\$535,648.00
Total for all other Object Codes:		\$1,804,298.00
Total for all Object Codes:		\$2,339,946.00
Allocation:		\$2,339,946.00
Remaining:		\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

01NM - Professional Salaries (Non-MTRS) - \$418,136.64 ▼

Budget Detail		Narrative Description
Object Code:	01NM - Professional Salaries (Non-MTRS)	<p>*Narrative Description is required. For all salaries, include in the narrative: a brief description of the role(s) being funded, the FTE, number of years funded, and any other details supporting the reasonableness of the budgeted amount.</p> <p>To ensure that children with disabilities receive a free and appropriate public education (FAPE), all IEP Teams consider, as appropriate, whether a child requires extended school year services. With the purpose of minimizing substantial regression and reduce recoupment time, the Grant will support the provision of summer services designed to help each child maintain skills and not lose progress made towards IEP goals. Nurse Staffing: per diem rate \$502 per day for program duration.</p>
Function Code:	TSER - Other Teaching Services	
Primary Function:	Related services	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$118,136.64	
Line Item Total:	\$118,136.64	
Item Key	108906	
Object Code:	01NM - Professional Salaries (Non-MTRS)	<p>*Narrative Description is required. For all salaries, include in the narrative: a brief description of the role(s) being funded, the FTE, number of years funded, and any other details supporting the reasonableness of the budgeted amount.</p> <p>To ensure that children with disabilities receive a free and appropriate public education (FAPE), all IEP Teams consider, as appropriate, whether a child requires extended school year services. With the purpose of minimizing substantial regression and reduce recoupment time, the Grant will support the provision of summer services designed to help each child maintain skills and not lose progress made towards IEP goals. Teachers/Staffing: per diem rate, \$502 per day for program duration.</p>
Function Code:	TCHR - Teachers	
Primary Function:	Instruction - Extended day/year (pu...	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Location Code:	Brookline (0046)	

Quantity:	1.00				\$418,136.64
Cost:	\$300,000.00				\$1,921,809.36
Line Item Total:	\$300,000.00				\$2,339,946.00
Item Key	108905				\$2,339,946.00
Total for 01NM - Professional Salaries (Non-MTRS):					
Total for all other Object Codes:					
Total for all Object Codes:					
Allocation:					
Remaining:					
\$0.00					

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

02 - Clerical Salaries - \$74,889.00

Budget Detail		Narrative Description
Object Code:	02 - Clerical Salaries	<p>*Narrative Description is required. For all salaries, include in the narrative: a brief description of the role(s) being funded, the FTE, number of years funded, and any other details supporting the reasonableness of the budgeted amount.</p> <p>The senior clerk for special education supports all regulatory aspects of special education and Section 504 processes and procedures. This includes managing sensitive student information, documenting that all special education activities are completed within required timelines, serving as a primary conduit of information for parents and guardians.</p>
Function Code:	ADMN - District Administration	
Primary Function:	Other	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$74,889.00	
Line Item Total:	\$74,889.00	
Item Key	79232	
Total for 02 - Clerical Salaries:		\$74,889.00
Total for all other Object Codes:		\$2,265,057.00
Total for all Object Codes:		\$2,339,946.00
Allocation:		\$2,339,946.00
Remaining:		\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

03 - Other Salaries - \$100,000.00

Budget Detail		Narrative Description
Object Code:	03 - Other Salaries	<p>*Narrative Description is required. For all salaries, include in the narrative: a brief description of the role(s) being funded, the FTE, number of years funded, and any other details supporting the reasonableness of the budgeted amount.</p> <p>To ensure that children with disabilities receive a free and appropriate public education (FAPE), all IEP Teams consider, as appropriate, whether a child requires extended school year services. With the purpose of minimizing substantial regression and reduce recoupment time, the Grant will support the provision of summer services designed to help each child maintain skills and not lose progress made towards IEP goals. Paraprofessional Staffing; Paraprofessionals are funded hourly \$56(average).</p>
Function Code:	PARA - Paraprofessionals	
Primary Function:	Instruction - Extended day/year (pu...	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$100,000.00	
Line Item Total:	\$100,000.00	
Item Key	79230	
Total for 03 - Other Salaries:		\$100,000.00
Total for all other Object Codes:		\$2,239,946.00
Total for all Object Codes:		\$2,339,946.00
Allocation:		\$2,339,946.00
Remaining:		\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

04MC - Contracted Services (major) - \$1,064,581.04

Budget Detail		Narrative Description
Object Code:	04MC - Contracted Services (major)	<p>*Narrative Description is required. Use this Object Code for any contract over \$25,000 that is not subject to an exception. For all contracts of \$25,000 or less, budget in 04C - Contracted Services. For all capital expenditures of \$30,000 or greater, please be sure to submit a Capital Expenditure form through GEM\$ Comments.</p> <p>Specialized contracted service providers(BCBA and/or psychologists) target new ways to meet the unique needs of children with behavioral, medical, and therapeutic needs, placed in highly specialized in-district programs. Funding ensures that children are educated alongside their typical peers within their neighborhood communities, the least restrictive environment.</p>
Function Code:	TSER - Other Teaching Services	
Primary Function:	Behavioral supports	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$250,351.21	
Line Item Total:	\$250,351.21	
Item Key	79234	
Object Code:	04MC - Contracted Services (major)	<p>*Narrative Description is required. Use this Object Code for any contract over \$25,000 that is not subject to an exception. For all contracts of \$25,000 or less, budget in 04C - Contracted Services. For all capital expenditures of \$30,000 or greater, please be sure to submit a Capital Expenditure form through GEM\$ Comments.</p> <p>Proportionate Shares</p>
Function Code:	TSER - Other Teaching Services	
Primary Function:	Related services	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:	Private/Homeschooled Services	
Location Code:	Brookline (0046)	

Quantity:	1.00		
Cost:	\$202,171.33		
Line Item Total:	\$202,171.33		
Item Key	79236		
Object Code:	04MC - Contracted Services (major)		*Narrative Description is required. Use this Object Code for any contract over \$25,000 that is not subject to an exception. For all contracts of \$25,000 or less, budget in 04C - Contracted Services. For all capital expenditures of \$30,000 or greater, please be sure to submit a Capital Expenditure form through GEM\$ Comments.
Function Code:	TSER - Other Teaching Services		
Primary Function:	Other		The following contractors are needed to address specific IEP.
CCEIS/CEIS/M3:			Aspire will provide direct instructional and behavioral support for students with ASD, social skills, and other neurodivergent profiles. (\$11,450.00)
Equitable Services for Private/Homeschooled Students:			Roman Music will provide therapeutic music services to K-8 highly specialized autism programs. (\$84,375.00)
Location Code:	Brookline (0046)		Care Solace will provide mental health support services to students. (\$28,000.00)
Quantity:	1.00		Carroll Center for the Blind will provide specific educational accommodations and individualized instruction, assessment, and consultation to compensate for the absence of visual learning. (Contract for \$39,725.00)
Cost:	\$200,000.00		Jayne Richardson, teacher of the deaf will develop accommodations that enable students to access the curriculum, conduct onsite classroom observations, recommend hearing equipment, and deliver professional development related to auditory improvement techniques. (\$36,450.00)
Line Item Total:	\$200,000.00		
Item Key	79258		

Object Code:	04MC - Contracted Services (major)	<p>*Narrative Description is required. Use this Object Code for any contract over \$25,000 that is not subject to an exception. For all contracts of \$25,000 or less, budget in 04C - Contracted Services. For all capital expenditures of \$30,000 or greater, please be sure to submit a Capital Expenditure form through GEM\$ Comments.</p> <p>In order to provide FAPE students with significant special needs require placement outside of the district.</p>
Function Code:	OODD - Out-of-District Expenditures	
Primary Function:	Instruction-School day (public, K-1...	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$256,664.04	
Line Item Total:	\$256,664.04	
Item Key	79251	
Object Code:	04MC - Contracted Services (major)	<p>*Narrative Description is required. Use this Object Code for any contract over \$25,000 that is not subject to an exception. For all contracts of \$25,000 or less, budget in 04C - Contracted Services. For all capital expenditures of \$30,000 or greater, please be sure to submit a Capital Expenditure form through GEM\$ Comments.</p> <p>The district has committed to continuing their work in building based initiatives for equitable pre referral processes and tier 2 interventions for mitigating skill gaps. Provided by New Teacher Center (NTC), professional development that disrupts the predictability of educational inequities for under served students will occur by setting rigorous academic standards for students and helping staff to develop culturally appropriate instructional best practices.</p>
Function Code:	PDEV - Professional Development	
Primary Function:	High quality PD	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$155,394.46	
Line Item Total:	\$155,394.46	

Item Key 79237

Total for 04MC - Contracted Services (major):	\$1,064,581.04
Total for all other Object Codes:	\$1,275,364.96
Total for all Object Codes:	\$2,339,946.00
Allocation:	\$2,339,946.00
Remaining:	\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)
 05 - Supplies and Materials - \$48,483.00

Budget Detail		Narrative Description
Object Code:	05 - Supplies and Materials	*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount. Essential instructional materials and technology to support core curricular activities for students, including but not limited to sensory tools, assistive technology, adapted learning resources and equipment. Specific digital tool kits include 15 users for Goalbook and Edgenuity.
Function Code:	MATL - Instructional Materials and Technology	
Primary Function:	Instruction-School day (public, K-1...	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$48,483.00	
Line Item Total:	\$48,483.00	
Item Key	79245	
Total for 05 - Supplies and Materials:		\$48,483.00
Total for all other Object Codes:		\$2,291,463.00
Total for all Object Codes:		\$2,339,946.00
Allocation:		\$2,339,946.00
Remaining:		\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

06 - Other Expenses - \$50,000.00

Budget Detail		Narrative Description
Object Code:	06 - Other Expenses	*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount. Membership Dues to the MSAN (Minority Student Achievement Network),ACE,ARXED,GoalBook,Empower
Function Code:	ADMIN - District Administration	
Primary Function:	Other	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$50,000.00	
Line Item Total:	\$50,000.00	
Item Key	79239	
Total for 06 - Other Expenses:		\$50,000.00
Total for all other Object Codes:		\$2,289,946.00
Total for all Object Codes:		\$2,339,946.00
Allocation:		\$2,339,946.00
Remaining:		\$0.00

Budget Detail

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

09 - MTRS - \$48,208.32

Budget Detail		Narrative Description
Object Code:	09 - MTRS	*Narrative Description is required. This constitutes MTRS contribution from professional staff
Function Code:	MTRS - MTRS	
Primary Function:	Instruction-School day (public, K-1...	
CCEIS/CEIS/M3:		
Equitable Services for Private/Homeschooled Students:		
Location Code:	Brookline (0046)	
Quantity:	1.00	
Cost:	\$48,208.32	
Line Item Total:	\$48,208.32	
Item Key	90287	
Total for 09 - MTRS:		\$48,208.32
Total for all other Object Codes:		\$2,291,737.68
Total for all Object Codes:		\$2,339,946.00
Allocation:		\$2,339,946.00
Remaining:		\$0.00

Budget Overview

Brookline (0046) Public School District - FY 2025 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

Indirect Cost	
Total Contributing to Indirect Cost	\$1,352,156.64
Indirect Cost Rate	2.47%
Maximum Allowed for Indirect Cost	\$32,593.21

Filter by Location: All - \$2,339,946.00 ▼

Object Code	01M - Professional Salaries (MTRS)	01N1M - Professional Salaries (Non-MTRS)	02 - Clerical Salaries	03 - Other Salaries	04MC - Contracted Services (major)	05 - Supplies and Materials	06 - Other Expenses	09 - MTRS	Total
ADMN - District Administration	0.00	0.00	74,889.00		0.00	0.00	50,000.00		124,889.00
MATL - Instructional Materials and Technology					0.00	48,483.00			48,483.00
TSER - Other Teaching Services	0.00	118,136.64	0.00	0.00	652,522.54	0.00	0.00		770,659.18
OIDD - Out-of-District Expenditures					256,664.04				256,664.04
PARA - Paraprofessionals				100,000.00	0.00				100,000.00
PDEV - Professional Development	0.00	0.00	0.00	0.00	155,394.46	0.00	0.00		155,394.46
TCHR - Teachers	535,648.00	300,000.00							835,648.00

Object Code	01M - Professional Salaries (MTRS)	01NIM - Professional Salaries (Non-MTRS)	02 - Clerical Salaries	03 - Other Salaries	04MC - Contracted Services (major)	05 - Supplies and Materials	06 - Other Expenses	09 - MTRS	Total
MTRS - MTRS								48,208.32	48,208.32
Total	535,648.00	418,136.64	74,889.00	100,000.00	1,064,581.04	48,483.00	50,000.00	48,208.32	2,339,946.00
								Allocation	2,339,946.00
								Remaining	0.00

