



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

December 20, 2023

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

Source	Grant/Point Person/Purpose	Award	Account#/Name
State	<p><b>Special Olympics MA Unified Sports Grant</b></p> <p>Point Person: Kyle Williams</p> <p>This one-time grant is available to schools to support the launch of Unified Sports in partnership with Special Olympics MA. This enables us to pilot Unified Basketball at Brookline High School during the Fall Season and set a foundation to eventually expand to other Unified Sport offerings. This aligns with department and district goals to provide inclusive opportunities for student activity, engagement, and community building.</p>	\$2,000.00	3105SE26/School (BHS) Athletics Revolving
Federal	<p><b>FY2024: Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act (Perkins V) Secondary Allocation Grant</b></p> <p>Point Person: Britt Stevens</p> <p>The Perkins V grant, also known as Strengthening Career and Tech. Education for the 21st Century, provides federal funding to programs to support students with developing the technical, employability, and academic skills required to enter the workforce.</p> <p>The objective of the grant is to support student acquisition of industry-recognized skills and credentials and access to work-based learning experiences.</p> <p>Examples of the grant expenditures include:</p> <ul style="list-style-type: none"><li>Professional Development for teachers focused on new skill acquisition to support curriculum revisions</li><li>Equipment to support program enhancements and innovative approaches to embedded work-based learning experiences</li><li>Workshop or conference attendance for coordinator and/or teachers to stay current with emerging industry trends</li></ul>	\$71,147.00	3224SE10/FY24 Perkins Grant

	<ul style="list-style-type: none"> <li>Student access to learning experiences, tools, or materials per the suggestion of Advisory Committees or local employment partners</li> </ul> <p>Goal 1: Every Student Achieving Goal 2: Every Student Invested in Learning Goal 3: Every Student Prepared for Change and Challenge Goal 4: Every Educator Growing Professionally</p>		
Federal	<p><b>FY2024: Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement Grant</b></p> <p>Point Person: Elizabeth O'Connell/Tham Tran</p> <p>Adhering to IDEA District priorities, the Grant will be used to support programmatic and paraprofessional staffing costs that address student learning; curriculum design and implementation, services delivery, and IEP regulatory obligations. To ensure that children with disabilities receive a free and appropriate public education (FAPE), all IEP teams consider, as appropriate, whether a child needs extended school year (ESY) 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 towards IEP goals. The IDEA Grant further provides a critical source of revenue for contracted services providers that target new ways to meet the unique needs of children. The Public Schools of Brookline believe that the key driver of student achievement is a culturally relevant, socially appropriate, and academically challenging experience. To that end, building the capacity of educators, Child Study Teams (CST), and school leaders through targeted professional development is required. The IDEA Grant will provide funding for collaborative learning and the development of a more robust CST and RtI models, as well as anti-racist organizational partnerships such as CARE, Calculus project, and MSAN.</p>	2,446,210.00	3224SE18/FY24 IDEA Grant
Federal	<p><b>FY2024: Early Childhood Special Education (ECSE) Program Federal Entitlement Grant</b></p> <p>Point Person: Elizabeth O'Connell/Tham Tran</p> <p>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 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 appropriately 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.</p>	40,365.00	3224SE19/FY24 ECSE Grant



Dear **Anthony Meyer**,

Thank you for your commitment to inclusion this school year. Enclosed, please find the grant funding provided to **Brookline HS** for are starting the UCS program or continuing to build the program with Unified Basketball at the high school level. As a reminder, the grant money is given based on your commitment to inclusion and Unified Basketball this school year.

**Schools that are awarded this grant will commit to the following:**

- Commitment to planning regularly scheduled activities over a planned timeframe in the fall.
- Fill out the roster form with names of students participating in Unified Basketball, by Sept. 29<sup>th</sup> 2023.
- One whole school engagement activity that promotes inclusion, acceptance, and support of students with intellectual disabilities.
- Inclusive Youth Leadership throughout the year with friendships being made and youth being the agents of change.

**Grant Funding**

***Limited to the following Unified Champion School related expenses***

- ☐ Teacher/Coach stipends needed to hold activities
- ☐ Equipment and or related costs in supporting the team
- ☐ Uniforms
- ☐ Transportation

If you have any questions regarding how to spend the grant money, please feel free to reach out to me. Please retain receipts for your records.

Thank you again for your commitment to inclusion and making a difference in the lives of so many students. #choosetoinclude

Sincerely,

Kathleen Lutz  
Director of Inclusive Schools Initiatives  
Special Olympics MA  
Kathy.Lutz@specialolympicsma.org  
508-485-0986 x227

**Special Olympics Massachusetts (SOMA)**  
**512 Forest Street, Marlborough, MA 01752**  
[www.specialolympicsma.org](http://www.specialolympicsma.org)



Fall - 2023

## Unified Sports® Interscholastic Basketball Application Form

Deadline: Friday, June 23rd, 2023

School Name: Brookline High School

School Address: 115 Greenough St. Brookline, MA 02445

Principal: Anthony Meyer

Email: anthony-meyer@psbma.org

Phone: 617-713-5004

Signature: \_\_\_\_\_

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

Athletic Director: KYLE WILLIAMS Kyle Williams

Email: kyle-williams@psbma.org

Coach: TBA - email Amanda + Kyle

Phone: \_\_\_\_\_

Email: info for now

Unified/Friendship Club Advisor: Robin - fabiano@psbma.org

Email: Robin Fabiano

Liaison/Coordinator\*: Amanda Mortelette (for now)

Title at School: Asst. Athletic director

Phone: 315-939-9951

Email: amanda\_mortelette@psbma.org

Please provide name and address for grant check if other than high school name and address.

✓ \*Liaison/Coordinator oversees the three component of the Unified Champion Schools Program

Please return form to:

please  
include  
athletics

Kathleen Lutz at [Kathy.lutz@specialolympicsma.org](mailto:Kathy.lutz@specialolympicsma.org)

Special Olympics Massachusetts (SOMA) 512 Forest Street, Marlborough, MA 01752

Phone: 508-485-0986 Fax: 508-481-0786

Signatures on this application are a formal expression of your school's commitment to a program of inclusion, acceptance and respect of all students through the implementation of the 3 components of Unified Champion Schools. Please see next page for the requirements of your school.



Special Olympics  
Unified Champion  
Schools



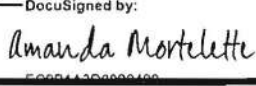




Special Olympics  
Unified Champion  
Schools

**2023-2024  
HIGH SCHOOL  
MEMORANDUM OF UNDERSTANDING**

This memorandum is a formal expression of your school's commitment to inclusion, acceptance, and respect of all students through the implementation of Unified Champion Schools. Students and teachers will make efforts to continually improve as an inclusive community, especially for students with intellectual disabilities (ID). Students with and without ID will be empowered to lead the efforts to improve the climate at your school with teacher and administrative support.

<b>School Name:</b> Brookline High School	<b>Total # of Students in school:</b> 2175	
<b>School's Full Address:</b> 115 Greenough St, Brookline, MA 02445		
<b>District Name:</b> Brookline		
<b>District SPED Director:</b> Robin Fabiano	<b>Email:</b> robin_fabiano@psbma.org	
<b>Transition Coordinator:</b>	<b>Email:</b>	
<b>School Liaison:</b> Amanda Mortelette	<b>Liaison's title/role:</b> Asst. AD	
<b>Email:</b> amanda_mortelette@psbma.org	<b>Phone:</b> 3159399951	
<b>Preferred Communication:</b> <input checked="" type="checkbox"/> Email <input type="checkbox"/> Call <input type="checkbox"/> Text		
<b>Liaison Signature:</b> <small>DocuSigned by:</small> 		<b>Date:</b> 9/12/2023
<b>Principal Name:</b>		
<b>Email:</b>	<b>Phone:</b>	
<b>Principal Signature:</b>		<b>Date:</b>

*Signatures on this application are a formal expression of your school's commitment to a program of inclusion, acceptance, and respect of all students through the implementation of the 3 core components of the Unified Champion Schools Program.*

Unified Champion Schools (UCS) activities are made up of 3 core components:

1. **Unified Sports:** competitive or recreational sports participation involving students with and without ID.
2. **Inclusive Youth Leadership:** opportunities for students with and without ID to serve in leading roles as they work with adults in the school to create a socially inclusive environment.
3. **Whole School Engagement:** awareness or educational activities that promote social inclusion and reach the majority of students and school staff members.

As a school/district, we understand that we commit to participate in at least 1 activity in each component. Please select at least one activity per component which your school would like to participate in:

UNIFIED SPORTS	INCLUSIVE YOUTH LEADERSHIP	WHOLE SCHOOL ENGAGEMENT
<input type="checkbox"/> Unified Physical Education <input checked="" type="checkbox"/> Unified MIAA Basketball * <input type="checkbox"/> Unified MIAA Track & Field * <input type="checkbox"/> Unified Strength & Conditioning* <input type="checkbox"/> Unified Bocce * <input type="checkbox"/> Unified Fitness (e.g. <u>High 5 For Fitness Model</u> ) <input type="checkbox"/> Hosting a Community Young Athletes Program <input type="checkbox"/> Other  * additional application required	<input checked="" type="checkbox"/> Best Buddies/Unified Club or Like Program <input type="checkbox"/> Find creative ways to make other clubs at school unified <input type="checkbox"/> Have a student pair, with and without intellectual disabilities, attend a Youth Summit hosted by Special Olympics Massachusetts <input type="checkbox"/> Inclusive Student Council <input type="checkbox"/> Leadership Lunches <input type="checkbox"/> Other:  _____	<input type="checkbox"/> Choose to Include Campaign <input type="checkbox"/> Participate in a Kindness Week <input type="checkbox"/> Participate in Inclusive Schools Week <input type="checkbox"/> Unified Pep Rallies <input type="checkbox"/> Fans in the Stands <input type="checkbox"/> Special Olympics Fundraisers (e.g. <u>Polar Plunge</u> ) <input type="checkbox"/> Social Media Challenges/Campaigns <input checked="" type="checkbox"/> Other:  _____

☒ Please check this box to confirm that you have checked at least one box per category above

Liaisons appointed by each school will be responsible for:

- Communicating with Special Olympics MA staff throughout the school year.
- Completing a mid-year and end of year survey on the Special Olympics MA website.
- Complete an annual survey via UMass Boston to help support Unified Champion School programming.
- Submit a roster of students participating in Unified Sports activities during the school year.
- Having the best understanding of how each of the 3 components are being implemented.

**Please send completed MOU's to:** [Schools@SpecialOlympicsMA.org](mailto:Schools@SpecialOlympicsMA.org)  
**Special Olympics Massachusetts** 512 Forest Street, Marlborough, MA 01752  
 Phone: 508-485-0986. Fax: 508-481-0786

# FY2024: Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Secondary Allocation Grant

Fund Code: 0400

## **Purpose:**

The mission of the Massachusetts Department of Elementary and Secondary Education (DESE) is to strengthen the Commonwealth's public education system so that every student is prepared to succeed in postsecondary education, compete in the global economy, and understand the rights and responsibilities of American citizens, and in so doing, to close all proficiency gaps.

The goal of Massachusetts' public K–12 education system is to prepare all students for success after high school. Our five core strategies to accelerate the pace of school improvement are:

- Strengthening standards, curriculum, instruction, and assessment
- Promoting educator development
- Supporting social-emotional learning, health, and safety
- Turning around the state's lowest performing districts and schools
- Enhancing resource allocation and data use

## **Massachusetts Acceleration Roadmap**

Additionally, Massachusetts has developed a tool to support acceleration of student learning. Schools and districts are encouraged to use the self-assessment resources in the Roadmap to identify key areas of focus and related action steps in their work accelerating learning, and then align their funding requests with these identified steps.

Applicants for this grant opportunity should be deliberate and intentional in the use of grant funds to support DESE's standards and priorities.

The purpose of this federal grant is to assist school districts in improving secondary-level programs that meet the definition of career and technical education as contained in the Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act P.L. 115-224 (Perkins V)

**Priorities:**

The priority is to close the achievement gap on the Perkins core indicators of performance for populations who are chronically unemployed or underemployed, including special populations.

**Eligibility:**

A district or collaborative is eligible to receive funds based on criteria established by the United States Department of Education (USED). Districts must offer Career Technical Education programs that comply with the various elements of Perkins V. In addition, districts must develop a Comprehensive Local Needs Assessment. Grants are awarded to local school districts after the state reviews and approves a district's grant application.

**Funding Type:**

Federal CFDA 84.048

Federal grant funds must adhere to:

- UGG (2 CFR 200)
- EDGAR As Applicable
- EDGAR General Fiscal Administration 34 CFR Part 76

**Funding:**

FY24 FC 0400 Perkins V Secondary Allocations — Approximately \$13,508,654 is available.

This RFP is the governing document for these grant funds.

Funding is contingent upon availability. All dollar amounts listed are estimated/approximate and are subject to change. If more funding becomes available for allocation, it will be distributed under the same guidelines that appear in this RFP document.

**Fund Use:**

Allocation funds must be used in accordance with Perkins V. Funds shall **supplement** and **not supplant** non-Federal funds.

**Project Duration:**

Upon approval\* – 06/30/2024

\*The grant start date cannot be prior to DESE receiving a substantially approvable application submission as directed in this RFP's Submission Instructions. Funds cannot exceed the project duration end date.

Budget

Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400  
- Strengthening Career and Technical Education: Secondary (Federal/TAR)

Indirect Cost	
Total Contributing to Indirect Cost	\$62,367.50
Indirect Cost Rate	2.22%
Maximum Allowed for Indirect Cost	\$1,384.55

Object Code	Total
01M - Professional Salaries (MTRS)	\$0.00
01NM - Professional Salaries (Non-MTRS)	\$0.00
02 - Clerical Salaries	\$0.00
03 - Other Salaries	\$0.00
04C - Contracted Services	\$21,500.00
04MC - Contracted Services (major)	\$0.00
05 - Supplies and Materials	\$40,417.50
06 - Other Expenses	\$450.00
07 - Equipment	\$7,395.00
08 - Indirect Costs	\$1,384.50
09 - MTRS	\$0.00
	<b>Total</b> \$71,147.00
	<b>Allocation</b> \$71,147.00
	<b>Remaining</b> \$0.00



Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/TAR)

04C - Contracted Services - \$21,500.00

Budget Detail

Narrative Description

**Object Code:** 04C - Contracted Services

**Function Code:** LDRS - Instructional Leadership

**Primary Function:** Evaluation of programs/curricula

**Required Use of Funds:** 6. Developing and Implementing eval...

**Administrative Expenses:**

**Advertising/Marketing:** -

**Location Code:** Brookline (0046)

**Quantity:** 35.00

**Cost:** \$200.00

**Line Item Total:** \$7,000.00

**Object Code:** 04C - Contracted Services

**Function Code:** LDRS - Instructional Leadership

**Primary Function:** Evaluation of programs/curricula

**Required Use of Funds:** 6. Developing and Implementing eval...

**Administrative Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

35 hours of consulting support to review program and curriculum and make recommendations for improved student outcomes. Investment in consulting is a result of CLNA and will focus on addressing the need to improve work-based learning programs and graduate follow-up analysis.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Continued work with Skills Library to complete competency-tracking for students in all Programs.

Quantity: 1.00

Cost: \$2,500.00

Line Item Total: \$2,500.00

Object Code: 04C - Contracted Services

Function Code: MATL - Instructional Materials and Technology

Primary Function: Improving integration of academics ...

Required Use of Funds: 3. Building the skills students need...  
4. Supporting integration of academics...

Administrative  
Expenses:

Advertising/Marketing:

Location Code: Brookline (0046)

Quantity: 1.00

Cost: \$3,000.00

Line Item Total: \$3,000.00

Object Code: 04C - Contracted Services

Function Code: PDEV - Professional Development

Primary Function: High-quality professional development...

Required Use of Funds: 2. Providing instructors professional...

Administrative  
Expenses:

Advertising/Marketing:

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Student participation in Harvard MedScience program which teaches core concepts in Biology through simulated medical emergencies. Students enrolled in the Health Assisting pathway participate in MedScience in addition to classroom learning. The program includes embedded academic learning, technical skill development, and career exploration activities with hospital visits and guest speakers.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Two-day team training in Unreal Engine 5 for staff in Design and Visual Communications and Programming and Web Development. Unreal Engine 5 is a real-time 3D creation tool for photoreal visuals and immersive experiences. It is used by game designers and developers, as well as in film, animation, broadcast, and architecture.

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Object Code:** 04C - Contracted Services

**Function Code:** PDEV - Professional Development

**Primary Function:** Evaluation of programs/curricula

**Required Use of Funds:** 2. Providing instructors profession...  
6. Developing and Implementing eval...

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Object Code:** 04C - Contracted Services

**Function Code:** PDEV - Professional Development

**Primary Function:** High-quality professional developme...

**Required Use of Funds:** 1. Offering students career explora...  
2. Providing instructors profession...

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

15 hours of consulting support to identify and provide high-quality professional development to teachers focused on curriculum design and refinement. This PD will focus on revising the existing curriculum to better address employability standards through the revision and adoption of shared rubrics. It will also focus on strategies to better incorporate and support embedded academic content in core curricular documents to address performance on Core Indicators 2S1 and 2S3.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

PD from UTeach CS to explore AP Computer Science A (Java) curriculum and to align simulations and case studies in project-based curriculum to pipeline of internships for Programming/Web Development pathway.

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Total for 04C - Contracted Services:**

**Total for all other Object Codes:**

**Total for all Object Codes:**

**Allocation:**

**Remaining:**

Budget Detail

**Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/TAR)**

05 - Supplies and Materials - \$40,417.50



Budget Detail	Narrative Description
<p><b>Object Code:</b> 05 - Supplies and Materials</p> <p><b>Function Code:</b> MATL - Instructional Materials and Technology</p> <p><b>Primary Function:</b> Skillbuilding for quality careers</p> <p><b>Required Use of Funds:</b></p> <ul style="list-style-type: none"> <li>3. Building the skills students need...</li> <li>4. Supporting integration of academic...</li> </ul> <p><b>Administrative Expenses:</b></p> <p><b>Advertising/Marketing:</b></p> <p><b>Location Code:</b> Brookline (0046)</p> <p><b>Quantity:</b> 3.00</p> <p><b>Cost:</b> \$2,200.00</p> <p><b>Line Item Total:</b> \$6,600.00</p>	<p>*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.</p> <p>Purchase of Dremel3D45 3D printers for Engineering Technology and Robotics to support skill development in CAD, prototyping, and the Engineering Design Process.</p>
<p><b>Object Code:</b> 05 - Supplies and Materials</p> <p><b>Function Code:</b> MATL - Instructional Materials and Technology</p> <p><b>Primary Function:</b> Upgrading/improving existing CTE pr...</p> <p><b>Required Use of Funds:</b></p> <ul style="list-style-type: none"> <li>1. Offering students career exploration...</li> <li>3. Building the skills students need...</li> <li>4. Supporting integration of academic...</li> </ul>	<p>*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.</p> <p>Proofing cabinets for Culinary program. Proofing boxes are used to create a safe temperature and moisture-controlled environment for dough. Investment in a proofing cabinet will allow the expansion of the product line in the student-run restaurant giving students more opportunity to practice technical skills as well as analyze the financial implications of making products in-house versus buying from a vendor.</p>

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Object Code:** 05 - Supplies and Materials

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:**

**Required Use of Funds:**

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Object Code:** 05 - Supplies and Materials

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:**

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Purchase of shaper for shop for Cabinetmaking program to address CVTE curriculum framework standard 2.H.08.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.



Upgrading/improving existing CTE pr...		All Access Pass for the Mimic Social High School course pack. This license allows access to online simulated internships for students in the Marketing/Finance program. Internship curriculum and simulations are available with a focus in Supply Chain Management, Sports Marketing, Digital and Social Media Marketing, Entrepreneurship, Accounting, etc.
<b>Required Use of Funds:</b>	1. Offering students career explor... 3. Building the skills students nee... 4. Supporting integration of academ...	
<b>Administrative Expenses:</b>		
<b>Advertising/Marketing:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	<input type="text" value="1.00"/>	
<b>Cost:</b>	<input type="text" value="\$4,000.00"/>	
<b>Line Item Total:</b>	<input type="text" value="\$4,000.00"/>	
<b>Object Code:</b> 05 - Supplies and Materials		*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.
<b>Function Code:</b> MATL - Instructional Materials and Technology		
<b>Primary Function:</b> Skillbuilding for quality careers		Purchase of new laptop for Design and Visual Communications program with higher computer and processing power to better support industry-standard software.
<b>Required Use of Funds:</b>	1. Offering students career explor... 3. Building the skills students nee...	
<b>Administrative Expenses:</b>		
<b>Advertising/Marketing:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	<input type="text" value="1.00"/>	
<b>Cost:</b>	<input type="text" value="\$3,500.00"/>	

Line Item Total: \$3,500.00

Object Code: 05 - Supplies and Materials

Function Code: MATL - Instructional Materials and Technology

Primary Function: Upgrading/improving existing CTE pr...

Required Use of Funds: 1. Offering students career explora...  
3. Building the skills students nee...  
5. Planning and carrying out elemen...

Administrative  
Expenses:

Advertising/Marketing:

Location Code: Brookline (0046)

Quantity: 200.00

Cost: \$15.00

Line Item Total: \$3,000.00

Object Code: 05 - Supplies and Materials

Function Code: MATL - Instructional Materials and Technology

Primary Function: Upgrading/improving existing CTE pr...

Required Use of Funds: 3. Building the skills students nee...  
4. Supporting integration of academ...

Administrative  
Expenses:

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Purchase of access to the National Restaurant Association's ServeSafe training and exam materials so that Culinary students have access to an industry-recognized credential through their participation in the program.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Purchase an embroidery machine for product prototyping for Marketing/Finance program as part of expanded in-house work-based learning efforts. This machine will be used in a new curriculum focused on analysis of operational efficiency and cost analysis comparing production methods for products.

**Advertising/Marketing:****Location Code:** Brookline (0046)**Quantity:** **Cost:** **Line Item Total:** **Object Code:** 05 - Supplies and Materials**Function Code:** MATL - Instructional Materials and Technology**Primary Function:** Developing new or expanded CTE prog...**Required Use of Funds:** 1. Offering students career explora...

3. Building the skills students nee...

**Administrative  
Expenses:****Advertising/Marketing:****Location Code:** Brookline (0046)**Quantity:** **Cost:** **Line Item Total:** **Object Code:** 05 - Supplies and Materials**Function Code:** MATL - Instructional Materials and Technology**Primary Function:** Upgrading/improving existing CTE pr...**Required Use of Funds:** 5. Planning and carrying out elemen...

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Eight-person intercom system for student crews to use during set work and filming in the Design & Visual Communications program.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Replace dry and cold storage for culinary lab spaces (framework standards 2.A.01.04 and 2.A.01.05) to ensure students are appropriately learning industry and OSHA food handling standards.

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Object Code:** 05 - Supplies and Materials

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:**

**Required Use of Funds:**

- 
- 
- 

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:**

**Cost:**

**Line Item Total:**

**Object Code:** 05 - Supplies and Materials

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Additional cameras for TV Production and Documentary Film students to use during work-based learning experiences, such as creating content for local public access television channels.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:** Evaluation of programs/curricula

**Required Use of Funds:** 5. Planning and carrying out elemen...

## 6. Developing and Implementing eval...

**Administrative Expenses:****Advertising/Marketing:**

**Location Code:** Brookline (0046)

Quantity: 1.00

<b>Cost:</b>	\$1,500.00
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**Line Item Total:** \$1,500.00

Investment in pilot tool, Qualtrics, for graduate follow-up, alumni survey, and data gathering and analysis.

**Object Code:** 05 - Supplies and Materials

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:** Upgrading/improving existing CTE pr...

**Required Use of Funds:** 3. Building the skills students need...

**Administrative Expenses:****Advertising/Marketing:**

**Location Code:** Brookline (0046)

Quantity: 6.00

**Cost:** \$250.00

**Line Item Total:** \$1,500.00

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Purchase of pasta-making machines for the culinary program to expand and improve upon skill development in units of study in foundation course.  
(Framework standard 2.F.02)

**Object Code:** 05 - Supplies and Materials

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:** Developing new or expanded CTE prog...

**Required Use of Funds:** 3. Building the skills students nee...  
5. Planning and carrying out elemen...

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:** 1.00

**Cost:** \$980.00

**Line Item Total:** \$980.00

**Object Code:** 05 - Supplies and Materials

**Function Code:** MATL - Instructional Materials and Technology

**Primary Function:** Improving integration of academics ...

**Required Use of Funds:** 1. Offering students career explora...  
3. Building the skills students nee...  
4. Supporting integration of academ...

**Administrative  
Expenses:**

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Video lighting kit with storage for TV Production and Documentary Film students to use during work-based learning experiences, such as creating content for local public access television channels.

\*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.

Access to UTeach CS project-based curriculum and teacher support for AP CS A course.



Quantity: 1.00

Cost: \$600.00

Line Item Total: \$600.00

Total for 05 - Supplies and Materials: \$40,417.50

Total for all other Object Codes: \$30,729.50

Total for all Object Codes: \$71,147.00

Allocation: \$71,147.00

Remaining: \$0.00

Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/TAR)

06 - Other Expenses - \$450.00 ▼

Budget Detail	Narrative Description
<p><b>Object Code:</b> 06 - Other Expenses</p> <p><b>Function Code:</b> PDEV - Professional Development</p> <p><b>Primary Function:</b> High-quality professional developme...</p> <p><b>Required Use of Funds:</b> 6. Developing and Implementing eval...</p> <p><b>Administrative Expenses:</b></p> <p><b>Advertising/Marketing:</b></p> <p><b>Location Code:</b> Brookline (0046)</p> <p><b>Quantity:</b> <input type="text" value="1.00"/></p> <p><b>Cost:</b> <input type="text" value="\$450.00"/></p> <p><b>Line Item Total:</b> <input type="text" value="\$450.00"/></p>	<p>*Narrative Description is required. Include all details supporting the reasonableness of the budgeted amount.</p> <div> <p>Attendance for CTE Director at Massachusetts Association of Vocational Administrators Conference.</p> </div>
<p><b>Total for 06 - Other Expenses:</b> <input type="text" value="\$450.00"/></p> <p><b>Total for all other Object Codes:</b> <input type="text" value="\$70,697.00"/></p> <p><b>Total for all Object Codes:</b> <input type="text" value="\$71,147.00"/></p> <p><b>Allocation:</b> <input type="text" value="\$71,147.00"/></p> <p><b>Remaining:</b> <input type="text" value="\$0.00"/></p>	

Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400  
 - Strengthening Career and Technical Education: Secondary (Federal/TAR)

07 - Equipment - \$7,395.00

Budget Detail	Narrative Description
<p><b>Object Code:</b> 07 - Equipment</p> <p><b>Function Code:</b> EQUIP - Equipment</p> <p><b>Primary Function:</b> Upgrading/improving existing CTE pr...</p> <p><b>Required Use of Funds:</b></p> <ul style="list-style-type: none"> <li>1. Offering students career explora...</li> <li>3. Building the skills students nee...</li> <li>5. Planning and carrying out elemen...</li> </ul> <p><b>Administrative Expenses:</b></p> <p><b>Advertising/Marketing:</b></p> <p><b>Location Code:</b> Brookline (0046)</p> <p><b>Quantity:</b> 1.00</p> <p><b>Cost:</b> \$7,395.00</p> <p><b>Line Item Total:</b> \$7,395.00</p>	<p>*Narrative Description is required. For all capital expenditures of \$30,000 or greater, please be sure to submit a Capital Expenditure form through GEM\$ Comments (see Sections &gt;History Log&gt;Create Comment).</p> <p>Purchase of Astra Mega II SemiAutomatic espresso machine for use in student-run cafe for Culinary Program. This investment will allow us to expand our product line and add new customer service skill learning, as well as create new opportunities for work-based learning partners with cafes in Brookline.</p>
	<p><b>Total for 07 - Equipment:</b> \$7,395.00</p> <p><b>Total for all other Object Codes:</b> \$63,752.00</p> <p><b>Total for all Object Codes:</b> \$71,147.00</p> <p><b>Allocation:</b> \$71,147.00</p> <p><b>Remaining:</b> \$0.00</p>



# Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400  
 - Strengthening Career and Technical Education: Secondary (Federal/TAR)

08 - Indirect Costs - \$1,384.50

## Budget Detail

## Narrative Description

**Object Code:** 08 - Indirect Costs

**Function Code:** INDIRECT - Indirect Costs

**Primary Function:** Other

**Required Use of Funds:** 6. Developing and Implementing eval...

**Administrative Expenses:** Administrative Expenses

**Advertising/Marketing:**

**Location Code:** Brookline (0046)

**Quantity:** 1.00

**Cost:** \$1,384.50

**Line Item Total:** \$1,384.50

\*Narrative description is required. Be sure that the indirect costs budgeted do not exceed the maximum available in the box above.

Maximum allowed Indirect Cost at 2.22%

**Total for 08 - Indirect Costs:** \$1,384.50

**Total for all other Object Codes:** \$69,762.50

**Total for all Object Codes:** \$71,147.00

**Allocation:** \$71,147.00

**Remaining:** \$0.00

Budget Overview


**Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/TAR)**

**Indirect Cost**

Total Contributing to Indirect Cost

Indirect Cost Rate

Maximum Allowed for Indirect Cost

Filter by Location:  

Object Code	04C - Contracted Services	05 - Supplies and Materials	06 - Other Expenses	07 - Equipment	08 - Indirect Costs	Total
<b>Function Code</b>						
LDRS - Instructional Leadership	9,500.00	0.00	0.00			9,500.00
MATL - Instructional Materials and Technology	3,000.00	40,417.50				43,417.50
PDEV - Professional Development	9,000.00	0.00	450.00			9,450.00
EQUIP - Equipment				7,395.00		7,395.00
INDIRECT - Indirect Costs					1,384.50	1,384.50
<b>Total</b>	21,500.00	40,417.50	450.00	7,395.00	1,384.50	71,147.00
					<b>Allocation</b>	71,147.00
					<b>Remaining</b>	0.00



**Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/TAR)**

\* The recipient and all relevant programming is in compliance with federal law as stated in Strengthening Career and Technical Education (Perkins V).

\* The recipient and all relevant programming is in compliance with state law as stated in Chapter 74: VOCATIONAL EDUCATION.

\* The recipient and all relevant programming is in compliance with regulations as stated in 603 CMR 4.00: Vocational Technical Education.

Grant Award Notice

**Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/TAR)**

**A grant award letter has not yet been generated.**

**Brookline (0046) Public School District - FY 2024 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) - Rev 0 - FC 0400 - Strengthening Career and Technical Education: Secondary (Federal/ENT) Checklist**














This checklist is a means of communication between DESE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, DESE will review the application and mark each section as Approved, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application will be approved.
- If the application contains items that are marked as Attention Needed, the application will be returned to the LEA with a status of not approved. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where DESE may provide notes to explain those items. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application for approval. If DESE determines that the item has been corrected, Attention Needed will be changed to Approved by the DESE Reviewer. If the items that were marked Attention Needed still have not been corrected, the application will be returned again to the LEA with a status of not approved.
- Applications that contain no items that are marked Attention Needed will be approved.

**General Checklist Comment**

No comments have been made at this time

**Checklist Description** (Collapse All) Expand All

 <b>1. Federal Grant Assurances</b>	Approved 	Alex Chiu	10/16/2023 8:20:21 AM
1.01 The district has uploaded its Federal Grant Assurances signature page to its LEA Document Library.			
 <b>2. CTE Programs</b>	Approved 	Alex Chiu	10/16/2023 8:27:53 AM
2.01 If developing new programs, applicant has described each program, including program type, and indicated if Perkins funds being used for development.			
 <b>3. CLNA &amp; Priorities</b>	Approved 	Alex Chiu	10/16/2023 8:27:53 AM
3.01 Applicant adequately described data reviewed, stakeholders engaged, and strategies to address any required performance indicator.			
3.02 Applicant has described its improvement plan for each performance indicator for which it has not met 90% of the agreed level.			
3.03 Applicant has provided an explanation of policies and procedures related to conducting and reviewing the CLNA.			
3.04 Applicant consulted/included all required stakeholders or explained how they would timely seek input from stakeholders yet to be consulted.			
3.05 Applicant has identified and adequately described priorities, how grant funding will support implementation, and key metrics that will be used to assess impact.			
 <b>4. Equitable Access to High Quality CTE Programs</b>	Approved 	Alex Chiu	10/16/2023 8:27:53 AM
4.01 Applicant has identified and described processes to review and address school admission, enrollment, and outcomes data to ensure students of special populations and protected classes have equitable access to high quality CTE for state and local programs.			
 <b>5. Work-based Learning &amp; Post-Secondary Planning</b>	Approved 	Alex Chiu	10/30/2023 10:29:14 AM
5.01 Applicant has described a comprehensive career planning (MyCAP) process for every student, including how the following are integrated into an intentional, student led plan: (1) Career guidance and academic counseling before and after enrolling in CTE programs. (2) Career development activities, and services; (3) Ongoing student goal setting in academic, personal, and career areas with regular reflection opportunities. (4) Exploratory and methods students learn of and select programs and coursework aligned to their interest and goals (5) ongoing Career exploration, including disseminating up-to-date information on high-skill, high-wage, and in-demand industry sectors and occupation			
 <b>6. Post-Secondary Opportunities</b>	Approved 	Alex Chiu	10/16/2023 8:48:29 AM
6.01 Applicant has described work-based learning opportunities for students in CTE programs including how students are aware of the opportunities, specific partnerships, and if applicable, any process/criteria for participation.			
 <b>7. Professionals &amp; Program</b>	Approved 	Alex Chiu	10/16/2023 8:48:29 AM
7.01 Integrated and Aligned Programs: Applicant has adequately described how district/institution will integrate coherent and rigorous content aligned with challenging academic standards and relevant CTE programs to ensure learning in the content areas that constitute a well-rounded education.			
7.02 Qualified and Diverse Education Professionals: Applicant has adequately described how district/institution will work with the DESE and institutions of higher education to support recruitment, preparation, retention, and training (including PD) of certified and/or licensed (as			

required), including professionals from groups under-represented in the teaching profession.

## 8. Budget

Approved

Alex Chiu

10/30/2023  
10:29:14 AM

8.01 The applicant has provided complete information for each expenditure, including narrative description and the expenditures align with the activities described in the grant.

8.02 The Applicant has fulfilled all required use of funds (six categories) per budget tags.

8.03 Administrative expenses are appropriately identified and do not exceed 5% of applicant's allocation.

8.04 Applicant has attached a Capital Expenditure form for each item of equipment costing over \$30,000. The form can be found in Budget page - Help for Current Page.

8.05 Any out of state travel has indicated in narrative the related costs, any similar trainings or Professional Development available in Massachusetts at less cost, and the justification of expenses.

8.06 Advertising/Marketing expenses are appropriately identified and do not exceed 5% of applicant's allocation.

# FY2024: Individuals with Disabilities Education Act (IDEA) Federal Special Education Entitlement Grant

Fund Code: 0240

**Purpose:**

Within the articulated priority of Results-Driven Accountability by the U.S. Department of Education's Office of Special Education Programs, the purpose of this federal special education entitlement grant program is to provide funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs.

**Priorities:**

The priorities of the federal Individuals with Disabilities Education Act (IDEA) — Part B, Section 611 for children ages 3 through 21 are to:

- a. ensure that all children with disabilities have available to them a free and appropriate public education that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living;
- b. ensure that the rights of children with disabilities and their parents are protected;
- c. assist States, localities, educational service agencies, and Federal agencies to provide for the education of all children with disabilities;
- d. assess and ensure the effectiveness of efforts to educate children with disabilities.

(34 CFR § 300.1; authority: 20 U.S.C. § 1400(d).)

Funds available under this federal entitlement program are intended for use by local education agencies (LEAs) in providing eligible students with special education services and activities deemed essential for students' success in school. Services and activities supported by this grant for students ages 3 through 21 must ensure compliance with state special education laws (M.G.L. c. 71B) and regulations (603 CMR 28.00), and the federal IDEA.

When considering fund use, each LEA should review results from its most recent Tiered Focused Monitoring report or Mid-Cycle Review, review LEA performance in relation to the indicators specified in the Massachusetts State Performance Plan, and review the Special Education Determinations.

Additionally, to support effective planning and the strategic use of grant funds to support improved outcomes for students with disabilities, **in FY24 some LEAs are required to participate in the Making Money Matter (M<sup>3</sup>) initiative.**

**Eligibility:**

Funds are awarded to public school LEAs with current, approved Conditions for Assistance: IDEA Part B Funding Certification based on an allocation formula that takes into account total school enrollment in both public and private elementary and secondary schools, and the number of children living in poverty in those same groups, as determined by the State.

Please note that the DESE reserves the right to require that these funds be used to correct areas of identified special education noncompliance.

The IDEA requires each LEA receiving IDEA grant funding (either Fund Code 0240 or 0262 or both) to meet two standards of maintenance of effort (MOE) to ensure that each maintains at least the same amount of local or state and local funds for the education of students with disabilities from year to year. MOE is one method of ensuring that IDEA funds are supplementing rather than supplanting state and local funds that would be used for educational services to students with disabilities. LEAs are only being asked to demonstrate one of the two standards, the eligibility standard for MOE, as part of the grant application process.

Eligibility Standard: This standard is a forward-looking measure of MOE. Meeting this standard ensures that a LEA has budgeted the same amount of local or state and local funds for educational services to students with disabilities as it did in the last year it met MOE using the same method. If a LEA fails to meet the eligibility standard for MOE (after considering any applicable exception or adjustment), the LEA will not be eligible to receive IDEA funds for that fiscal year.

**Funding Type:**

Federal CFDA: 84.027

Federal grant funds must adhere to:

- UGG (2 CFR 200)
- EDGAR As Applicable

- EDGAR General Fiscal Administration 34 CFR Part 76

**Funding:****FY24 Fund Code 0240 IDEA Allocations**

This RFP is the governing document for these grant funds.

Funding is contingent upon availability. All dollar amounts listed are estimated/approximate and are subject to change. If more funding becomes available, it will be distributed under the same guidelines that appear in this RFP document.

**Fund Use:****General Fund Use: All LEAs**

Federal special education funds are awarded to LEAs to assist them in providing appropriate special education services for eligible students and to address the priorities listed above. LEAs are reminded of their responsibility to maintain state/local effort in special education, as well as to use these funds for the excess costs of special education. See IDEA Local Educational Agency Maintenance of Effort Quick Reference Guide and Technical Assistance Advisory SPED 2011-1: Annual Fiscal Calculations.

IDEA also requires LEAs to designate federal funds to meet Equitable Services obligations and expenditures for parentally placed private school and home-schooled students. All LEAs must complete the required Equitable Services section within the FY24 IDEA Part B (Fund Code 0240) grant application. See the Special Education Policy and Planning webpage for information on IDEA Equitable Services for Students with Disabilities enrolled by their parents in private schools.

**IDEA Equitable Services Resolution Funds**

Additionally, the United States Department of Education's Office of Special Education Programs (OSEP) approved the proposed resolution by the Massachusetts Department of Elementary and Secondary Education (the Department) for resolving concerns relating to Individuals with Disabilities Education Act (IDEA) funds that school districts were required to spend on parentally-placed private school children with disabilities and home-schooled children with disabilities (IDEA Equitable Services/IDEA proportionate share) during fiscal years 2014 through 2018. As a result, in FY24, districts that have

already been identified as impacted by this resolution will receive an additional allocation of these resolution funds.

### **Additional Directed Fund Use:**

#### **Coordinated Early Intervening Services (CEIS)**

A LEA may voluntarily use up to 15% of its special education entitlement grant to develop and implement Coordinated Early Intervening Services (CEIS) to support students without disabilities who need additional academic and behavioral support to succeed in a general education environment. See 34 CFR § 300.226. Allowable uses for CEIS include:

- Providing professional development for teachers and other school staff for the delivery of scientifically-based academic instruction and behavioral intervention, including scientifically-based literacy instruction and instruction in the use of adaptive and instructional software, and
- Providing educational and behavioral evaluations and supports.

#### **Comprehensive Coordinated Early Intervening Services (CCEIS)**

Any LEA identified with significant disproportionality is required to reserve 15% of its IDEA Part B funds (Fund Code 0240 and Fund Code 0262) to provide CCEIS to address factors contributing to the significant disproportionality. See 34 CFR § 300.646. CCEIS activities:

- May include professional development and educational and behavioral evaluations, services, and support; and
- Must identify and address the factors contributing to the significant disproportionality, which may include,
  - a lack of access to scientifically based instruction; economic cultural, or linguistic barriers to appropriate identification or placement in particular educational setting;
  - inappropriate use of disciplinary removals;
  - lack of access to appropriate diagnostic screenings;
  - difference in academic achievement levels; and
  - policies, practices, or procedures that contribute to the significant disproportionality.

For more information on CCEIS, please refer to the Significant Disproportionality Fiscal Implications Reference Guide.



If you have any questions related to **CEIS** or **CCEIS**, please contact the Office of Special Education Planning and Policy at [specialeducation@doe.mass.edu](mailto:specialeducation@doe.mass.edu).

**Making Money Matter (M<sup>3</sup>)** — To support effective planning and the strategic use of grant funds to support improved outcomes for students with disabilities, in FY24 some LEAs are required to participate in the Making Money Matter (M<sup>3</sup>) initiative.

In FY24, LEAs required to participate in M<sup>3</sup> are those with a special education determination level of Needs Intervention (NI). M<sup>3</sup> LEAs are required to direct at least 2% of their FY24 total special education entitlement allocation toward targeted LEA improvement of performance outcomes for students with disabilities.

M<sup>3</sup> funds should be used to:

- Uncover systemic achievement and opportunity gaps, including those related to the intersection of ableness with other historically underserved student groups;
- Identify high impact, asset and evidence-based, culturally responsive interventions to accelerate learning and narrow gaps, that
- Emphasize Tier 1 inclusive and rigorous instructional practices, services, and supports; and
- Build capacity and systems to implement and sustain identified practices with fidelity and at scale.

If you have any questions related to **Making Money Matter (M<sup>3</sup>)**, please contact the Office of Special Education Planning and Policy at [specialeducation@doe.mass.edu](mailto:specialeducation@doe.mass.edu).

As part of the Fund Code 0240 application, *identified LEAs* must complete the M<sup>3</sup> section of the application. LEAs must identify the amount of funds (at least 2% must be directed toward the M<sup>3</sup> initiative, targeted impact through this initiative would best meet district needs) and reflect the LEAs FY24 M<sup>3</sup> Spending Plan in the grant application.

**Note:** All FY24 M<sup>3</sup> funds must be identified from the LEAs Fund Code 0240 allocation. Any questions related to M<sup>3</sup> programming, contact Office of Special Education Planning and Policy at [specialeducation@doe.mass.edu](mailto:specialeducation@doe.mass.edu).

**Project Duration:**

Upon Approval\* – 6/30/2024 (Year 1)

The period of availability for this grant award can be extended 15 months beyond Year 1. The extended period is as follows: 7/1/2024 – 6/30/2025 (Year 2); 7/1/2025 – 9/30/2025 (Year 3).

\*Grant start date cannot be prior to DESE receiving a substantially approvable Application Submission as directed in this RFP's Submission Instructions. Goods and Services cannot be procured prior to Grants receiving and approving an application submission. Funds cannot exceed the project duration end date.

# FY2024: Early Childhood Special Education (ECSE) Program Federal Entitlement Grant

Fund Code: 0262

## **Purpose:**

The purpose of this federal special education entitlement grant program is to provide funds to ensure that eligible 3, 4, and 5-year-old children with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs in the least restrictive environment (LRE). Local Education Agencies (LEAs) are required to ensure that children, aged 3 through 5, who need special education and related services, receive these services through free and appropriate public education (FAPE), in accordance with the Individuals with Disabilities Education Act — (IDEA4) — Part B, Section 619 and Massachusetts Special Education laws (M.G.L. c. 71B) and regulations (603 CMR 28.00).

## **Priorities:**

The priorities of the federal Individuals with Disabilities Education Act (IDEA4) are to:

- a. Serve eligible children, aged 3 to 5 years old, with disabilities through the provision of special education and related services deemed essential for student success;
- b. Ensure services and supports are available for eligible children with disabilities, aged 3 to 5 years old, that are developmentally appropriate and specifically designed for 3 to 5-year old's;
- c. Provide special education services and supports in accordance with the federal IDEA and Massachusetts Special Education laws and regulations;
- d. Ensure young children have available to them FAPE that emphasizes special educational and related services designed to meet their unique needs and prepare them for future education;
- e. Support young children with disabilities, aged 3 to 5, in inclusive and natural environments;
- f. Ensure the rights of children with disabilities and their parents are protected;
- g. Assist localities and educational service agencies to educate all children with disabilities; and

- h. Assess and ensure the effectiveness of efforts to educate children with disabilities.

Funds available under this federal early childhood special education entitlement program are intended for use by LEAs in providing eligible students with appropriate special education services and activities to address the priorities as outlined in Section 619, Part B of the federal IDEA. Services and activities supported by this grant for students ages 3 through 5 must ensure compliance with state special education laws (M.G.L. c. 71B) and regulations (603 CMR 28.00), and the federal IDEA and related regulations (34 CFR Part 300).

When considering fund use, each LEA should review: results from its most recent Tiered Focused Monitoring Review; Special Education Determinations and LEA performance in relation to the indicators specified in the Massachusetts State Performance Plan specific to early childhood special education and family engagement. Specifically, consider the ECSE Strategic Areas:

1. Improving systems to engage effectively with families
2. Improving systems to assist transition from early intervention to prekindergarten and from prekindergarten to kindergarten
3. Improving instruction to increase educational outcomes in:
  - a. Social/Emotional Skills and Social Relationships;
  - b. Acquiring and Using Knowledge and Skills; and
  - c. Taking Appropriate Action to Meet Needs

### **Eligibility:**

These early childhood special education entitlement funds are allocated to LEAs with a current, approved Conditions for Assistance: IDEA Part B Funding Certification based on a federal formula as required by Part B of Section 619 of the IDEA4.

Please note that the DESE reserves the right to require that these funds be used to correct areas of identified noncompliance.

The federal IDEA requires each LEA receiving IDEA grant funding (either Fund Code 0240 or 0262 or both) to meet two standards of maintenance of effort (MOE) to ensure that each maintains at least the same amount of local or state and local funds for the education of students with disabilities from year to year. MOE is one method of ensuring that IDEA funds are supplementing rather than supplanting state and local funds that would be used for educational services to students with disabilities. LEAs are only being asked to demonstrate one of the

two standards, the eligibility standard for MOE, as part of the grant application process.

**Eligibility Standard:** This standard is a forward-looking measure of MOE. Meeting this standard ensures that a LEA has budgeted the same amount of local or state and local funds for educational services to students with disabilities as it did in the last year it met MOE using the same method. If a LEA fails to meet the eligibility standard for MOE (after considering any applicable exception or adjustment), the LEA will not be eligible to receive IDEA funds for that fiscal year.

**Funding Type:**

Federal CFDA: 84.173

Federal grant funds must adhere to:

- UGG (2 CFR 200)
- EDGAR As Applicable
- EDGAR General Fiscal Administration 34 CFR Part 76

**Funding:**

FY24 Fund Code 0262 Early Childhood Special Education allocations

This RFP is the governing document for these grant funds.

Funding is contingent upon availability. All dollar amounts listed are estimated/approximate and are subject to change. If more funding becomes available, it will be distributed under the same guidelines that appear in this RFP document.

**Fund Use:**

**General Fund Use: All LEAs**

Federal special education funds are awarded to LEAs to assist them in providing appropriate special education services for eligible students and to address the priorities listed above. LEAs are reminded of their responsibility to maintain state/local effort in special education. See IDEA Local Educational Agency Maintenance of Effort Quick Reference Guide and Technical Assistance Advisory SPED 2011-1: Annual Fiscal Calculations.

IDEA also requires LEAs to designate federal funds to meet Equitable Services obligations and expenditures for parentally placed private school and home-schooled students. All LEAs must complete the required Equitable Services section within the FY24 IDEA Part B (Fund Code 0262) grant application. See the

Special Education Policy and Planning webpage for information on [IDEA Equitable Services](#) for Students with Disabilities enrolled by their parents in private schools.

### **Additional Directed Fund Use —**

#### **Coordinated Early Intervening Services (CEIS)**

A LEA may voluntarily use up to 15% of its special education entitlement grant to develop and implement Coordinated Early Intervening Services (CEIS) to support students without disabilities who need additional academic and behavioral support to succeed in a general education environment. See [34 CFR § 300.226](#). Allowable uses for CEIS include:

- Providing professional development for teachers and other school staff for the delivery of scientifically-based academic instruction and behavioral intervention, including scientifically-based literacy instruction and instruction in the use of adaptive and instructional software, and
- Providing educational and behavioral evaluations and supports.

#### **Comprehensive Coordinated Early Intervening Services (CCEIS)**

Any **LEA identified** with significant disproportionality is **required** to reserve 15% of its IDEA Part B funds (Fund Code 0240 and Fund Code 0262) to provide CCEIS to address factors contributing to the significant disproportionality. See [34 CFR § 300.646](#). CCEIS activities:

- May include professional development and educational and behavioral evaluations, services, and support; and
- Must identify and address the factors contributing to the significant disproportionality, which may include,
  - a lack of access to scientifically based instruction; economic cultural, or linguistic barriers to appropriate identification or placement in particular educational setting;
  - inappropriate use of disciplinary removals;
  - lack of access to appropriate diagnostic screenings;
  - difference in academic achievement levels; and
  - policies, practices, or procedures that contribute to the significant disproportionality.

For more information on CCEIS, please refer to the [Significant Disproportionality Fiscal Implications Reference Guide](#).

If you have any questions related to **CEIS** and **CCEIS**, please contact the Office of Special Education Planning and Policy at [specialeducation@doe.mass.edu](mailto:specialeducation@doe.mass.edu) .

**Project Duration:**

Upon Approval\* – 6/30/2024 (Year 1)

The period of availability for this grant award can be extended 15 months beyond Year 1. The extended period is as follows: 7/1/2024 – 6/30/2025 (Year 2);  
7/1/2025 – 9/30/2025 (Year 3).

\*Grant start date cannot be prior to DESE receiving a substantially approvable Application Submission as directed in this RFP's Submission Instructions. Goods and Services cannot be procured prior to Grants receiving and approving an application submission. Funds cannot exceed the project duration end date.



Budget

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

**Indirect Cost**

Total Contributing to Indirect Cost	\$1,658,546.00
Indirect Cost Rate	2.22%
Maximum Allowed for Indirect Cost	\$36,819.72

Object Code	Total
01M - Professional Salaries (MTRS)	\$1,000,000.00
01NM - Professional Salaries (Non-MTRS)	\$0.00
02 - Clerical Salaries	\$71,546.00
03 - Other Salaries	\$462,000.00
04C - Contracted Services	\$0.00
04MC - Contracted Services (major)	\$822,664.00
05 - Supplies and Materials	\$0.00
06 - Other Expenses	\$0.00
07 - Equipment	\$0.00
08 - Indirect Costs	\$0.00
09 - MTRS	\$90,000.00
<b>Total</b>	\$2,446,210.00
<b>Allocation</b>	\$2,446,210.00
<b>Remaining</b>	\$0.00



## Budget Detail

## Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

01M - Professional Salaries (MTRS) - \$1,000,000.00 ▼

Budget Detail		Narrative Description
<b>Object Code:</b>	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>
<b>Function Code:</b>	TCHR - Teachers	
<b>Primary Function:</b>	Other	
<b>CCEIS/CEIS/M3:</b>		
<b>Resolution Funds:</b>		
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	10.00	
<b>Cost:</b>	\$100,000.00	
<b>Line Item Total:</b>	\$1,000,000.00	
<b>Total for 01M - Professional Salaries (MTRS):</b>		\$1,000,000.00
<b>Total for all other Object Codes:</b>		\$1,446,210.00
<b>Total for all Object Codes:</b>		\$2,446,210.00
<b>Allocation:</b>		\$2,446,210.00
<b>Remaining:</b>		\$0.00

## Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

02 - Clerical Salaries - \$71,546.00 ▼

Budget Detail		Narrative Description
<b>Object Code:</b>	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>
<b>Function Code:</b>	ADMN - District Administration	
<b>Primary Function:</b>	Other	
<b>CCEIS/CEIS/M3:</b>		
<b>Resolution Funds:</b>		
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$71,546.00	
<b>Line Item Total:</b>	\$71,546.00	
		<b>Total for 02 - Clerical Salaries:</b> \$71,546.00
		<b>Total for all other Object Codes:</b> \$2,374,664.00
		<b>Total for all Object Codes:</b> \$2,446,210.00
		<b>Allocation:</b> \$2,446,210.00
		<b>Remaining:</b> \$0.00

## Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

03 - Other Salaries - \$462,000.00

Budget Detail		Narrative Description	
<b>Object Code:</b>	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. 150 Professional staff(special educators, speech pathologists, occupational/physical therapists, nurses and clinician are funded a per diem rate \$502.39(average). Paraprofessionals are funded hourly \$56(average).</p>	
<b>Function Code:</b>	TSER - Other Teaching Services		
<b>Primary Function:</b>	Instruction - Extended day/year (pu...		
<b>CCEIS/CEIS/M3:</b>			
<b>Resolution Funds:</b>			
<b>Equitable Services for Private Schools:</b>			
<b>Location Code:</b>	Brookline (0046)		
<b>Quantity:</b>	1.00		
<b>Cost:</b>	\$462,000.00		
<b>Line Item Total:</b>	\$462,000.00		
		<b>Total for 03 - Other Salaries:</b>	\$462,000.00
		<b>Total for all other Object Codes:</b>	\$1,984,210.00
		<b>Total for all Object Codes:</b>	\$2,446,210.00
		<b>Allocation:</b>	\$2,446,210.00
		<b>Remaining:</b>	\$0.00

## Budget Detail

## Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

04MC - Contracted Services (major) - \$822,664.00 ▼

Budget Detail		Narrative Description
<b>Object Code:</b>	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>
<b>Function Code:</b>	TSER - Other Teaching Services	
<b>Primary Function:</b>	Behavioral supports	
<b>CCEIS/CEIS/M3:</b>		
<b>Resolution Funds:</b>		
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$316,389.86	
<b>Line Item Total:</b>	\$316,389.86	
<b>Object Code:</b>	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 Share</p>
<b>Function Code:</b>	TSER - Other Teaching Services	
<b>Primary Function:</b>	Related services	
<b>CCEIS/CEIS/M3:</b>		
<b>Resolution Funds:</b>		

<b>Equitable Services for Private Schools:</b>	Private School Services	
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$106,487.39	
<b>Line Item Total:</b>	\$106,487.39	
<b>Object Code:</b>	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>These funds will support students with disabilities enrolled by their parents/guardians in private schools located within Brookline. It may also support students who are home-schooled. The District is committed to providing equitable special education services for identified students. These funds will support direct services to identified students and professional development.</p>
<b>Function Code:</b>	TSER - Other Teaching Services	
<b>Primary Function:</b>	Related services	
<b>CCEIS/CEIS/M3:</b>		
<b>Resolution Funds:</b>	Resolution Fund item	
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$31,530.00	
<b>Line Item Total:</b>	\$31,530.00	
<b>Object Code:</b>	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



<b>Function Code:</b>	PDEV - Professional Development	<p>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 Public Schools of Brookline (PSB) believe that the key driver of student achievement is a culturally relevant, socially appropriate, and academically challenging experience. During the 2022-2023 school year, PSB's Disproportionality Study Group determined that the district's Equity Policy, practices, and procedures required a re-imagining of Child Study Teams (CSTs) and Tier II Rtl initiatives, as well as rethinking student disciplinary practices and expanding student participation in nonacademic and extracurricular activities. Provided by the New Teacher Center (NTC), professional development and hands on building based initiatives provided retraining for all of the district's CSTs, promoting consistent practices for equitable prereferral processes and Tier II interventions for mitigating skill gaps. For the 2023-2024 school year, district staff have determined that the expertise of NTC is required for a second year, continuing their supportive work of disrupting the predictability of educational inequities for systemically underserved students by continuing to accelerate educator effectiveness. To this end, NTC will continue to facilitate an increased focus on setting rigorous academic standards for all students, while helping staff to develop culturally appropriate instructional best practices and job-embedded educator supports (instructional coaching, peer networking solutions, professional learning communities, etc.).</p>
<b>Primary Function:</b>	Related services	
<b>CCEIS/CEIS/M3:</b>	Required CCEIS	
<b>Resolution Funds:</b>		
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$230,483.75	
<b>Line Item Total:</b>	\$230,483.75	
<b>Object Code:</b>	04MC - Contracted Services (major)	
<b>Function Code:</b>	PDEV - Professional Development	<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 aims to target a number of sub-populations to be served through CCEIS activities. Brookline plans to contract with New Teacher Center to provide professional development to Child Study Team members in accurately identifying struggling students and appropriate targeted interventions. Some areas of professional development include data collection and analysis, culturally responsive teaching and practices, trauma informed practices, and academic intervention programming. Other plans for professional development include targeting IEP team facilitators (called Educational Team Facilitators in Brookline) and evaluators for special education on the identification criteria for special learning disabilities.</p>
<b>Primary Function:</b>	High quality PD	
<b>CCEIS/CEIS/M3:</b>	Required CCEIS	
<b>Resolution Funds:</b>		
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	

Quantity:	1.00	
Cost:	\$137,773.00	
Line Item Total:	\$137,773.00	

Total for 04MC - Contracted Services (major):		\$822,664.00
Total for all other Object Codes:		\$1,623,546.00
Total for all Object Codes:		\$2,446,210.00
Allocation:		\$2,446,210.00
Remaining:		\$0.00

## Budget Detail

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

09 - MTRS - \$90,000.00 ▼

Budget Detail		Narrative Description	
<b>Object Code:</b>	09 - MTRS	*Narrative Description is required.  This constitutes MTRS contribution from professional staff	
<b>Function Code:</b>	MTRS - MTRS		
<b>Primary Function:</b>	Instruction-School day (public, K-1...		
<b>CCEIS/CEIS/M3:</b>			
<b>Resolution Funds:</b>			
<b>Equitable Services for Private Schools:</b>			
<b>Location Code:</b>	Brookline (0046)		
<b>Quantity:</b>	1.00		
<b>Cost:</b>	\$90,000.00		
<b>Line Item Total:</b>	\$90,000.00		
		<b>Total for 09 - MTRS:</b>	\$90,000.00
		<b>Total for all other Object Codes:</b>	\$2,356,210.00
		<b>Total for all Object Codes:</b>	\$2,446,210.00
		<b>Allocation:</b>	\$2,446,210.00
		<b>Remaining:</b>	\$0.00



Budget Overview

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0240 - IDEA Part B (Federal/ENT)

**Indirect Cost**

Total Contributing to Indirect Cost	\$1,658,546.00
Indirect Cost Rate	2.22%
Maximum Allowed for Indirect Cost	\$36,819.72

Filter by Location: All - \$2,446,210.00 ▼

Object Code	01M - Professional Salaries (MTRS)	02 - Clerical Salaries	03 - Other Salaries	04MC - Contracted Services (major)	09 - MTRS	Total
Function Code						
ADMN - District Administration	0.00	71,546.00		0.00		71,546.00
TSER - Other Teaching Services	0.00	0.00	462,000.00	454,407.25		916,407.25
PDEV - Professional Development	0.00	0.00	0.00	368,256.75		368,256.75
TCHR - Teachers	1,000,000.00					1,000,000.00
MTRS - MTRS					90,000.00	90,000.00
Total	1,000,000.00	71,546.00	462,000.00	822,664.00	90,000.00	2,446,210.00
					Allocation	2,446,210.00
					Remaining	0.00



Budget

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0262 - IDEA Part C (Federal/ENT)

**Indirect Cost**

Total Contributing to Indirect Cost	\$25,000.00
Indirect Cost Rate	2.22%
Maximum Allowed for Indirect Cost	\$555.00

Object Code	Total
01M - Professional Salaries (MTRS)	\$0.00
01NM - Professional Salaries (Non-MTRS)	\$0.00
02 - Clerical Salaries	\$0.00
03 - Other Salaries	\$0.00
04C - Contracted Services	\$0.00
04MC - Contracted Services (major)	\$40,365.00
05 - Supplies and Materials	\$0.00
06 - Other Expenses	\$0.00
07 - Equipment	\$0.00
08 - Indirect Costs	\$0.00
09 - MTRS	\$0.00
<b>Total</b>	\$40,365.00
<b>Allocation</b>	\$40,365.00
<b>Remaining</b>	\$0.00

## Budget Detail

**Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0262 - IDEA Part C (Federal/ENT)**

04MC - Contracted Services (major) - \$40,365.00 ▼

Budget Detail		Narrative Description
<b>Object Code:</b>	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>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.</p>
<b>Function Code:</b>	PDEV - Professional Development	
<b>Primary Function:</b>	Other	
<b>CCEIS/CEIS:</b>		
<b>Equitable Services for Private Schools:</b>		
<b>Location Code:</b>	Brookline (0046)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$40,365.00	
<b>Line Item Total:</b>	\$40,365.00	
<b>Total for 04MC - Contracted Services (major):</b>		\$40,365.00
<b>Total for all other Object Codes:</b>		\$0.00
<b>Total for all Object Codes:</b>		\$40,365.00
<b>Allocation:</b>		\$40,365.00
<b>Remaining:</b>		\$0.00



Budget Overview

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - FC 0262 - IDEA Part C (Federal/ENT)

Indirect Cost	
Total Contributing to Indirect Cost	\$25,000.00
Indirect Cost Rate	2.22%
Maximum Allowed for Indirect Cost	\$555.00

Filter by Location: All - \$40,365.00

Object Code	04MC - Contracted Services (major)	Total
Function Code		
PDEV - Professional Development	40,365.00	40,365.00
Total	40,365.00	40,365.00
	Allocation	40,365.00
	Remaining	0.00



**Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - Assurances****IDEA Assurances**

The District hereby assures the Massachusetts Department of Elementary and Secondary Education that pursuant to the Individuals with Disabilities Education Act (IDEA), the District requesting special education funds will make the following assurances as required by IDEA Part B, 20 U.S.C. §§ 1411 et seq., 20 U.S.C. §§ 1411 et seq., and 34 C.F.R. Part 300:

**1. COMPILE AND MAINTAIN FINANCIAL REPORTING REQUIREMENTS**

Comply with federal financial requirements as required by IDEA. Compile and maintain prescribed formulas and financial records specified in statute or regulation and submit to the Department as required or requested.

Document its adherence to Maintenance of Effort requirements (34 C.F.R. §§ 300.203-205), which provide that the District must budget for and spend at least the same total or per capita amount from the combination of state and local funds, for the education of students with IEPs as it spent for that purpose in the most recent fiscal year in which it met maintenance of effort from that same source of combined state and local funds. Make planning budgets available to the Department upon request.

**2. MAINTAIN POLICIES AND PROCEDURES**

Have in effect, policies, procedures, and programs required to provide for the education of children with disabilities, consistent with the State policies and procedures established under 34 CFR §§ 300.101-300.163, and 34 CFR §§ 300.165-300.174, and assured to the Department through a current Special Education Program Plan Statement.

**3. PROVIDE EQUITABLE SERVICES FOR PRIVATE SCHOOL STUDENTS**

Provide for equitable services to students with disabilities ages 3-21 enrolled by their parents in private schools located within the district's boundaries, regardless of where the student resides, and home-schooled students, consistent with the requirements of federal law. This includes child find, child count, timely and meaningful consultation, and expenditure of a proportionate share of federal IDEA funds. 34 C.F.R. §§ 300.130-300.144.

**4. PROVIDE A FREE AND APPROPRIATE PUBLIC EDUCATION IN THE LEAST RESTRICTIVE ENVIRONMENT**

Provide that each eligible child with a disability receives a free appropriate public education in the least restrictive environment according to the description in the child's accepted Individualized Education Program (IEP) consistent with 20 U.S.C. § 1412(a)(5) and 34 C.F.R. §§ 300.114-300.119, and state special education law, M.G.L. 71B and 603 C.M.R. 28.00, regardless of funding for such services.

**5. PROVIDE FOR THE PROVISION OF ACCESSIBLE INSTRUCTIONAL MATERIALS**

- (a) **Timely delivery of accessible materials** - Take all reasonable steps to provide print instructional materials in accessible formats to students with disabilities (who need those materials) at the same time as other students receive print instructional materials.
- (b) **Participation in the NIMAC - Check one:**



- ☐ The District hereby assures that it will participate in the National Instructional Materials Center (NIMAC). When purchasing core instructional print materials published after July 19, 2006, the District will enter into a written contract with the publisher to send (at no additional cost) to the National Instructional Materials Center (NIMAC) electronic files containing the contents of the print instructional materials using the National Instructional Materials Accessibility Standard (NIMAS), on or before delivery of the print instructional materials. This does not preclude the District from purchasing or obtaining accessible materials directly from the publisher. For further information, see the Instructional Materials webpage at: <http://www.doe.mass.edu/sped/assistive/nimas.html>.
- ☒ The District will opt out of participating in the NIMAC. To do so, the district will contact the Special Education Planning and Policy Office at the Department at [specialeducation@doe.mass.edu](mailto:specialeducation@doe.mass.edu).

**6. CORRECT PRIOR MONITORING AND AUDIT FINDINGS**

Correct special education monitoring and/or audit findings as soon as possible, but no later than one year after the finding is made as required by the federal Office of Special Education Programs. See [OSEP Memorandum 09-02](#) (October 17, 2008).

☒ \* I hereby acknowledge that I have received and reviewed the Federal Assurances for IDEA and will comply with the above requirements.

Conditions of Assistance: IDEA Part B Funding Certifications

Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - Assurances

Conditions of Assistance: IDEA Part B Funding Certifications

Annually, every LEA must submit a current Conditions of Assistance: IDEA Part B Funding Certifications to DESE to be eligible for Fund Code 262 and Fund Code 240 allocations. Additionally, every LEA must maintain the documentation named in the record keeping requirement(s) section of each element, to demonstrate compliance with IDEA at the local level, and be prepared to furnish such documentation as part of Tiered Focused Monitoring (TFM) or as requested by the Department. [Additional information](#) can be found on DESE's Special Education webpages.

**Instructions:**

1. Download the appropriate template for your district.
  - Use this form if you are an [Individual District](#).
  - Use this form if you are a [Regional District](#).
2. Upload your completed form below.

Documents		
Type	Document Template	Document/Link
IDEA Conditions of Assistance: Part B Funding Certifications [Upload at least 1 document(s)]	N/A	 <a href="#">IDEA Part 4</a>

**Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - Assurances**

**GEPA: Addressing Equity for Students, Educators, and Other Program Beneficiaries**

The General Education Provisions Act (GEPA) (20 U.S.C. 1228a) requires all applicants for new FC 240 and FC 262 awards to include the following information in their application to receive funding under these fund codes. For Question 1, answer based on districtwide efforts and be sure the answer is consistent across all applications that include this question. For Questions 2 through 4, respond based on the projects and activities funded with your district's FC 240 and/or FC 262 award.

\* 1. Describe how your entity's existing mission, policies, or commitments ensure equitable access to, and equitable participation in, the proposed project or activity.

The Public Schools of Brookline (PSB) believe that the key driver of student achievement is a culturally relevant, socially appropriate, and academically challenging experience. The district's strategic plan, 2023-2026, includes objectives as follows:

Teaching and Learning  
Community Connections  
Culture and Climate  
Budget and Resources  
Processes And Procedures

\* 2. Based on your proposed project or activity, what barriers may impede equitable access and participation of students, educators, or other beneficiaries?

During the 2022-2023 school year, PSB's Disproportionality Study Group determined that the district's Equity Policy, practices, and procedures required a re-imagining of Child Study Teams (CSTs) and Tier II Rtl initiatives, as well as rethinking student disciplinary practices and expanding student participation in nonacademic and extra curricular activities.

\* 3. Based on the barriers identified, what steps will you take to address such barriers to equitable access and participation in the proposed project or activity?

Provided by the New Teacher Center (NTC), professional development and hands on building based initiatives provided retraining for all of the district's CSTs, promoting consistent practices for equitable prereferral processes and Tier II interventions for mitigating skill gaps.  
For the 2023-2024 school year, district staff have determined that the expertise of NTC is required for a second year, continuing their supportive work of disrupting the predictability of educational inequities for systemically underserved students by continuing to accelerate educator effectiveness.  
To this end, NTC will continue to facilitate an increased focus on setting rigorous

academic standards for all students, while helping staff to develop culturally

appropriate instructional best practices and job-embedded educator supports (instructional coaching, peer networking solutions, professional learning communities, etc.).

\* 4. What is your timeline, including targeted milestones, for addressing these identified barriers?

The IDEA Grant will support district staff in resetting rigorous academic standards for all students, develop culturally relevant curriculum, and disrupt educational inequalities that exist for underserved and marginalized students.

By January 2024

- Selection of curriculum materials in ELA and WL

By March 2024

- Design elementary schedules that allow for consistent time on learning in each content area

By June 2024


- At CST meetings 95% of educators will identify at least 3 new strategies that they have implemented as a result of professional learning regarding MTSS.
- Conduct independent Review for science
- Complete 90% of Educator Evaluations
- 

By September 2024

- Complete equity audit to diagnose the magnitude of issues related to DEIJ
- Establish a clear process for vision of a graduate work with timeline and benchmarks

The following outcomes are anticipated:

- Through robust equitable instruction, the percentage of Black/African American students who Meet or Exceed expectations in ELA and Math as measured by the MCAS will increase by 3
- Student growth percentiles ,ELA and Math, for Black/African American students will reach a minimum of 50 as measured by the MCAS
- 30 out of 30 of completed educator observations reviewed show evidence of implementation of, or feedback towards, an equitable, cohesive, culturally relevant, consistent standards-based curriculum

Related Documents		
Brookline (0046) Public School District - FY 2024 - FC 0240/0262 - IDEA Consolidated (Federal/ENT) - Rev 0 - Assurances		
Required Documents		
Type	Document Template	Document/Link
IDEA Conditions of Assistance: Part B Funding Certifications [Upload at least 1 document(s)]	N/A	 <a href="#">IDEA Part 4</a>