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CITY OF MARLBOROUGH
2023 AUG 24 AM 8:47

CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: MPS SCHOOL COMMITTEE MEETING

Date: TUESDAY, AUGUST 29, 2023

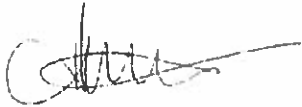
Time: 7:30 PM

Location: 17 WASHINGTON STREET, SCHOOL COMMITTEE ROOM

Agenda Items to be addressed:

1. Call to Order
2. Pledge of Allegiance
3. Presentation
4. Committee Discussion/Directives
5. Communications
6. Superintendent's Report
 - A. Director of Finance & Operations Report
7. Acceptance of Minutes
 - A. Minutes of the June 27, 2023 School Committee Meeting
 - B. Minute of the August 2, 2023 Special School Committee Meeting
8. Public Participation
9. Action Items/Reports
 - A. Policy Updates
 1. Policy 2.442 Order of Business
 2. Policy 2.450 Public Participation and School Committee meetings
 3. Policy 8.001 Student Welfare Plans
 - B. Surplus Textbooks
 - C. Acceptance of Donations & Gifts
10. Reports of School Committee Sub-Committees
11. Members' Forum
12. Adjournment

Respectfully submitted,



Heidi Matthews, Secretary
Marlborough School Committee

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

SCHOOL COMMITTEE SUPERINTENDENT UPDATE

TO: MARLBOROUGH SCHOOL COMMITTEE

FROM: MARY MURPHY, SUPERINTENDENT

SUBJECT: SUPERINTENDENT'S UPDATE

DATE: 8/29/2023

1. Current District Enrollment:

Below is the district enrollment as of August 24, 2023:

**2023-2024 Marlborough Schools Active Enrollment
District Schools**

	Total	Early Childhood Center	Charles Jaworek Elementary	Francis J. Kane Elementary	Richer Elementary School	Goodnow Brothers Elementary	1LT Charles W. Whitcomb School	Marlborough High School	Marlborou gh Alt. Ed
Total	4683	244	671	503	549	768	955	968	25
PK	244	244							
KF	349		95	65	81	108			
01	424		129	86	81	128			
02	453		122	95	93	143			
03	432		95	89	102	146			
04	414		124	85	91	114			
05	419		106	83	101	129			
06	292						292		
07	301						301		
08	362						362		
09	202							202	
10	264							264	
11	276							274	2
12	239							216	23
SP	12							12	

All data based on Aspen records as of 8/24/2023

I am also including information on elementary class size:

Jaworek Elementary							Kane Elementary						
Grade	Actual FY23			Projected FY24			Grade	Actual FY23			Projected FY24		
	Actual	Classes	Avg	Enroll	Classes	Avg		Actual	Classes	Avg	Enroll	Classes	Avg
KF	122	6	20.3	95	6	15.8	KF	86	4	21.5	65	4	16.3
1	130	6	21.7	129	6	21.5	1	96	5	19.2	86	4	21.5
2	103	5	20.6	122	6	20.3	2	87	4	21.8	95	5	19.0
3	105	6	17.5	95	5	19.0	3	81	4	20.3	89	5	17.8
4	114	5	22.8	124	5	24.8	4	83	4	20.8	85	4	21.3
5	102	5	20.4	106	5	21.2	5	67	4	16.8	83	4	20.75
Totals	676	33	20.5	671	33	20.3	Totals	500	25	20.0	503	26	19.3

Richer Elementary							Goodnow Bros. Elementary						
Grade	Actual FY23			Projected FY24			Grade	Actual FY23			Projected FY24		
	Actual	Classes	Avg	Enroll	Classes	Avg		Actual	Classes	Avg	Enroll	Classes	Avg
KF	89	5	17.8	81	5	16.2	KF	125	6	20.8	108	6	18.0
1	92	4	23.0	81	5	16.2	1	137	6	22.8	128	6	21.3
2	101	5	20.2	93	5	18.6	2	146	7	20.9	143	6	23.8
3	85	5	17.0	102	5	20.4	3	120	6	20.0	146	7	20.9
4	98	5	19.6	91	4	22.8	4	128	6	21.3	114	6	19.0
5	80	4	20.0	101	4	25.3	5	135	6	22.5	129	6	21.5
Totals	545	28	19.5	549	28	19.6	Totals	791	37	21.3	768	37	20.8

District Wide Elementary Enrollment			
Grade	FY23	FY24	
K	21	21	
1	21	21	
2	21	22	
3	21	22	
4	19	18	
5	18	19	
Total	121	123	

Grade	FY24	Classes	Avg
K	349	21	16.6
1	424	21	20.2
2	453	22	20.6
3	432	22	19.6
4	414	18	23.0
5	419	19	22.1
Total	Total	Total	AVG
	2491	123	20.3

There are also approximately ninety-five students, a majority of them kindergarteners, pre-registered for school.

2. Staffing Update: I wanted to take a few minutes to update you on staffing. As of August 24th, we have 54 open positions (compared to 65 last year). There are nine open MEA positions. The other 45 open positions include: 14 behavior technicians, 19 paraeducators, 5 cafeteria helpers, 4 custodians, 1 administrative office support, and 3 “other” positions (AAC Specialist, LPN, and translator).

Respectfully Submitted,
Mary Murphy
Superintendent of Schools

SCHOOL COMMITTEE UPDATE - FINANCE & OPERATIONS

TO: MARY MURPHY, SUPERINTENDENT OF SCHOOLS
FROM: TOM LAFLEUR, DIRECTOR OF FINANCE & OPERATIONS
SUBJECT: SCHOOL COMMITTEE UPDATE
DATE: 08/29/2023

Tonight's update from Finance and Operations:

Food Service:

Universal meals: As we head into the start of the school year, I would like to remind all families and students that school meals including breakfast and lunch are complimentary in Marlborough.

In addition to receiving the meals at no cost, your participation in our meals program is very beneficial to the schools as every meal served results in additional funding for the school district.

Facilities:

The Whitcomb kitchen has been reconfigured to include rollup doors much like the High School with new serving line equipment acquired and installed. Updated HVAC equipment is on order and that phase of the project will be done when the equipment arrives.

The High School Library has been altered to provide separate learning spaces for the Bridge and TLC Programs.

Several offices are being created in the High School kitchen storage area.

Stage curtains at Jaworek and Kane have been replaced. The Kane stage lighting has been updated and the final electrical work to complete this is ongoing. The High School stage curtain has not yet arrived from the manufacturer and will be replaced upon arrival.

Kane Elementary has also had the creation of a new breakout space.

Last, but certainly not least, the Jaworek HVAC replacement project is near completion. With the exception of the gym, cafeteria, and 7 classrooms, the building now has air conditioning. We are awaiting two rooftop pieces of equipment which will be installed upon arrival which will complete the project.

I would like to recognize Doug Dias for his exceptional planning and handoff that set these projects up for success. Rob Quinn, Dan Jackson, Andy White and the entire facilities and custodial staff for getting these projects done and our buildings ready for the first day of school, and the Jaworek staff for their continued patience as the building is upgraded.

FY24 Transportation:

We are starting the new school year on a better note than the last few years with only four routes being impacted by the shortage of bus drivers. We have additional drivers in training including one that should be licensed as early as Sept 15, reducing the shortage to three. Routes have been designed to accommodate the shortage including the use of vehicles that are assigned to AMSA routes.

Respectfully submitted,

Tom Lafleur
Director of Finance and Operations



Marlborough Public Schools

School Committee
District Education Center
25 Union Street, Marlborough, MA 01752
(508) 460-3509

Call to Order

June 27, 2023

1. Chairman Vigeant called the regular meeting of the Marlborough School Committee to order at 7:30 p.m. at 17 Washington Street, Marlborough, MA. Members present included Michelle Bodin-Hettinger, Daniel Caruso, Earl Geary, Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Superintendent Mary Murphy, Assistant Superintendent of Teaching and Learning, Robert Skaza, Assistant Superintendent of Student Services and Equity, Jody O'Brien, and Director of Finance and Operations, Douglas Dias.

This meeting is being recorded by local cable, WMCT-TV, and is available for review.

2. **Pledge of Allegiance:** Chairman Vigeant led the Pledge of Allegiance.
3. **Presentation:** None.
4. **Committee Discussion/Directives:** None.
5. **Communications:** None.
6. **Superintendent's Report:**
Superintendent Murphy recognized the three pre-school students that read 1,000 books before kindergarten.
Superintendent Murphy shared that up to 140 homeless families may potentially be relocated to Marlborough.
Chairman Vigeant shared that on top of this, there are immigrant families that will be housed in the Holiday Inn in Marlborough.
Superintendent Murphy has attached the final report of the FY23 donation, gifts, and grants that MPS received. She expressed her gratitude to those who supported MPS.
The Superintendent attached the Assabet Valley Collaborate End of Year Report to her report to highlight major priorities and challenges for FY24.

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It is the policy of the Marlborough Public Schools not to discriminate on the basis of race, gender, religion, national origin, color, homelessness, sexual orientation, gender identity, age or disability in its education programs, services, activities or employment practices.



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Superintendent Murphy will request the approval and signature on a letter requested by the New England Innovation Academy later tonight.

Superintendent Murphy shared that some of the PreK-12 principals are in attendance to answer questions regarding their school improvement plans.

A. Director of Finance & Operations Report

Mr. Dias, the Director of Finance and Operations, shared the MPS summer food services plan at ECC, Kane, Goodnow, and Marlborough High School for students in summer programs. The Holy Trinity Anglican Church and MHS will also have sites open for breakfast and lunch for any community members throughout the summer.

Mr. Dias commended the Food Service Director, Pam Whelan, and the six Kitchen Managers in their efforts and achievements for food participation this past year.

Mr. Dias explained that the district was able to fill most transportation routes by permanent drivers or substitutes for the end of the school year. He thanked Transportation Coordinator Steve Phalen for the work he did to support the community, especially throughout the nationwide bus driver shortage. Fillipe DaCosta has been appointed the new Transportation Coordinator. There continues to be a bus driver shortage, but the district will work on filling any foreseeable openings for next school year.

Mr. Dias mentioned that the Facilities and Custodians team will be busy this summer with many projects at the schools. He thanked Custodial Supervisor Andy White and many others for their service to MPS.

The district is amid the MA School Authority's Eligibility Period for the Richer Elementary project. Mr. Dias will work with Tom LaFleur to ensure the district meets the deadlines.

Mr. Dias closed his final report by thanking the School Committee Members and City Council for allowing him to serve Marlborough students over the last five years.

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B. Assistant Superintendent of Student Services and Equity

Mrs. O'Brien, the Assistant Superintendent of Student Services and Equity, shared that Special Education, EL, Title 1, Credit Recovery, and Camp Invention programs will run from July 5th through August 3rd. About 400-500 students are projected to participate in these summer programs at the ECC, Goodnow Elementary, and MHS. A Jump Start program will be held for incoming sixth grade students at Whitcomb from July 10th to August 3rd. About sixty students are currently enrolled in this program. Mrs. O'Brien attached a spreadsheet with the locations, dates, times, and other logistics of these programs.

7. Acceptance of Minutes:

A. Minutes of the June 13, 2023 School Committee Meeting

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve these minutes.

Motion passed 7-0-0.

8. Public Participation: None.

It should be noted that members of the public may provide comment via email before the meeting to superintendent@mps-edu.org. Public participation is a time for your comments to be heard by the committee; it is not a question-and-answer session.

9. Action Items/Reports

A. Boys & Girls Club Before & After School

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve the new 5-year agreement with the Boys and Girls Clubs of MetroWest for FY25-FY29.

Motion passed 7-0-0.

B. Resolution of School Bus Safety

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to co-sponsor the Bus Resolution with the Peabody School Committee for the MASC Delegate Assembly.

Motion passed 7-0-0.

www.mps-edu.org

C. Policy 7.700 Homework

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to suspend the rules and vote on this policy.

Motion passed 7-0-0.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve Policy 7.700 Homework as amended.

Motion passed 7-0-0.

D. Superintendent Evaluation

Mrs. Bodin-Hettinger shared the general findings from the Superintendent Evaluation.

E. FY24 School Calendar Discussion

Superintendent Murphy shared some changes to the FY24 School Calendar.

Motion made by Mrs. Ryan, seconded by Chairman Vigeant to approve the FY24 School Calendar as amended.

Motion passed 7-0-0.

F. Acceptance of Donations and Gifts

Puma North America. Kane Elementary School received \$100.00 from Puma North America.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this donation.

Motion passed 7-0-0.

G. Letter of Support for New England Innovation Academy

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to approve this letter of support.

Motion passed 7-0-0.



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10. Reports of School Committee Sub-Committees: None.

11. Members' Forum:

Mrs. Matthews has reviewed the warrant and will sign it.
Chairman Vigeant thanked Mr. Dias for his efforts to end the bus strike.
Many School Committee members thanked Mr. Dias for his service to Marlborough.

12. Adjournment:

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 10:16 p.m.
Motion passed 7-0-0.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm



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Call to Order

August 2, 2023

1. Michelle Bodin-Hettinger called the regular meeting of the Marlborough School Committee to order at 7:30 p.m. at 17 Washington Street, Marlborough, MA. Members present included Daniel Caruso, Earl Geary, Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Superintendent Mary Murphy and Assistant Superintendent of Teaching and Learning, Robert Skaza. MEA Representative Elton Thomas was also present.

This meeting is being recorded by local cable, WMCT-TV, and is available for review.

2. **Pledge of Allegiance:** Mrs. Bodin-Hettinger led the Pledge of Allegiance.

3. **Action Items/Reports**

- A. **Additional Job Postings**

Superintendent Murphy shared that there are more families moving into the district, which require a need for more classroom teachers.

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to approve the posting of two additional teacher positions.

Motion passed 6-0-0.

- B. **Change Meet Date**

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to change the August 22, 2023 School Committee meeting to August 29, 2023.

Motion passed 6-0-0.

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4. Adjournment:

Motion made by Mrs. Matthews, seconded by Mrs. Bodin-Hettinger to adjourn at 7:51 p.m.
Motion passed 6-0-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Heidi Matthews', with a long horizontal flourish extending to the right.

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9A

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Policy Updates

Person(s) preparing Agenda Item: Katherine Hennessy

Title: Policy Subcommittee Chair

Listing of Attachments (supporting documentation):

Policy 2.442 Order of Business

Policy 2.450 Public Participation

Policy 8.001 Student Welfare Plans

BACKGROUND:

The following policies have been reviewed.

Policy 2.442 Order of Business

Policy 2.450 Public Participation

Policy 8.001 Student Welfare Plans

STATUS:

The Policy Subcommittee would like to make the following changes

Policy 2.442 Order of Business - minor revision (see policy)

Policy 2.450 Public Participation - change title to Public Comment

Policy 8.001 Student Welfare Plans - change title to Student Welfare/Mandated Reporting

RECOMMENDATION:

That the School Committee vote to make the changes brought forward by the Policy Subcommittee to

Policy 2.442 Order of Business

Policy 2.450 Public Participation

Policy 8.001 Student Welfare Plans

Recommended by:



Recommended by the Superintendent:





ORDER of BUSINESS
(School Committee Governance & By Laws)

Regular Meeting - ORDER OF BUSINESS

- A. Call to order
- B. Pledge of Allegiance
- C. Presentation(s)
- D. Communications
- E. Superintendent's Report
- F. Acceptance of Minutes
- G. Public ~~Participation~~ **Comment**
- H. Action Items/Reports
- I. Reports of School Committee Sub-committees
- J. Committee Discussion/Directives
- K. Member's Forum
- L. Executive Session
- M. Adjournment

Special Meeting - ORDER OF BUSINESS

- A. Call to Order
- B. Pledge of Allegiance
- C. Special meeting agenda item(s)
- D. Adjournment

Legal Reference: None

Approved: 1/13/98
Re-approved: 11/13/01
Full Committee Approval 1/22/19
Approved: 5/28/19



PUBLIC PARTICIPATION **COMMENT** AT SCHOOL COMMITTEE MEETINGS
(SCHOOL GOVERNANCE and BY LAWS)

PUBLIC PARTICIPATION **COMMENT AT SCHOOL COMMITTEE MEETINGS**

All regular and special meetings of the School Committee shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee desires individuals to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear public comment.

Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. It is an individual's opportunity to express an opinion on issues within the School Committee's authority.

To ensure the ability of the School Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted:

1. Individuals will sign in for an opportunity to speak during public comment. The public comment segment shall not exceed 15 minutes. All speakers are encouraged to present their remarks in a respectful manner.
2. Speakers will be allowed up to three (3) minutes to present their material and must begin their comments by stating their name and city/town. The presiding Chair may permit extension of this time limit, in extenuating circumstances.
3. Topics must be limited to those items on the agenda and within the School Committee's scope of authority. The authority of the School Committee primarily concerns the review and approval of the budget of the district's public schools, the performance of the Superintendent, and the educational goals and policies of the district's public schools. Comments and complaints regarding school personnel (apart from the Superintendent) or students are generally prohibited unless those comments and complaints concern matters within the scope of School Committee authority.
4. The Chair of the meeting, after a warning, reserves the right to terminate speech which is not constitutionally protected because it constitutes true threats that are likely to provoke a violent reaction and cause a breach of the peace, or incitement to imminent lawless conduct, or contains obscenities.
5. Written comments longer than three (3) minutes may be presented to the presiding Chair before or after the meeting. All remarks will be addressed through the Chair of the meeting.



PUBLIC PARTICIPATION **COMMENT** AT SCHOOL COMMITTEE MEETINGS
(SCHOOL GOVERNANCE and BY LAWS)

Comments made during the public comment portion of the meeting do not necessarily reflect the views or positions of the Marlborough School Committee.

6. Sign up instructions will be provided for those who wish to participate in Public Comment.

LEGAL REFS.: M.G.L. c. 30A: 18-25

SOURCE: MASC

Revised/Approved 2.25.2020

Revised/Approved 12.13.2022

**STUDENT WELFARE / MANDATED REPORTING**
(Students)**STUDENT WELFARE PLANS / Mandated Reporting****Supervision of Students**

School personnel assigned supervision are expected to act as reasonably prudent adults in providing for the safety of the students in their charge.

In keeping with this expected prudence, no teacher or other staff member will leave their assigned group unsupervised except when an arrangement has been made to take care of an emergency.

During school hours or while engaging in school-sponsored activities, students will be released only into the custody of parents/guardians or other persons authorized in writing by a parent or guardian. Upon parent or guardian contact and approval with the Building Administration, a student may leave the school grounds without supervision.

Reporting to Authorities - Suspected Child Abuse or Neglect

Any school official or employee shall report any suspected child abuse or neglect as required by M.G.L. Ch. [119, S 51A](#).

In accordance with the law, the District shall establish the necessary regulations and procedures to comply with the intent of the Act consistent with the District's responsibility to the students, parents/guardians, District personnel, and the community.

Student Safety

Instruction in courses in industrial arts, science, homemaking, art, physical education, health, and safety will include and emphasize accident prevention.

Safety instruction will precede the use of materials and equipment by students in applicable units of work, and instructors will teach and enforce all safety rules set up for the particular courses. These include the wearing of protective eye devices in appropriate activities.

Safety on the Playground and Playing Field

The District shall provide safe play areas. Precautionary measures, which the District requires, shall include:

- A periodic inspection of the school's playground and playing fields by the Principal of the school and others as may be deemed appropriate;
- Instruction of students in the proper use of equipment;
- Supervision of both organized and unorganized activity.



STUDENT WELFARE / MANDATED REPORTING
(Students)

Fire Drills and Reporting

The District shall cooperate with appropriate fire departments in the conduct of fire drills. The Principal of any public or private school, containing any of grades 1 to 12, shall immediately report any incident of unauthorized ignition of any fire within the school building or on school grounds, to the local fire department. Within 24 hours, the Principal shall submit a written report of the incident to the head of the fire department on a form furnished by the Department of Fire Services. The Principal must file this report whether or not the fire department responded.

LEGAL REFS: MGL [71:37L](#); [55C](#); [148:2A](#)

SOURCE: MASC 8/2006

Approved 9.22.20

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9B

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Surplus Textbooks

Person(s) preparing Agenda Item: Tom Lafleur

Title: Director of Finance & Operations

Listing of Attachments (supporting documentation):

BACKGROUND:

The district has adopted Literature as the new core curriculum for ELA in grades 6 to 10.

STATUS:

The new books have been received, we no longer need the Prentice Hall, grade 6 to 8 textbooks or the Holt McDougall textbooks, grades 9 & 10.

RECOMMENDATION:

That the School Committee vote to allow the 6-12 Humanities supervisor to discard the textbooks.

Recommended by:



Recommended by the Superintendent:



**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
AND ACTION COMPILATION SHEET**

**Agenda Item #9C Gifts/Grants
for School Committee Meeting
of August 29, 2023**

SUBJECT: Gifts/Grants to MPS from various sources

Person(s) preparing Agenda item: Patricia Sibilio on behalf of Marlborough Public Schools Staff

Listing of Attachments: Gift/Grant forms:

Grantor/Donor	Beneficiary and Purpose	Amount/Value
1. Doble Engineering -60 stackable chairs	Marlborough Public Schools	\$ 3,000.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
2. O'Connor Portraiture, Inc	Early Childhood Center Goodnow Brothers Elementary School	\$ 629.50 1,928.72
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
3. O'Connor Portraiture, Inc.	Kane Elementary School	\$ 1,199.16 82.95
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
4. Comprehensive School Health Services Renewal	Marlborough Public Schools	\$ 95,000.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
5. First Congregational Church	Marlborough Public Schools	\$ 3,500.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
6. Henry Schein Inc.	Marlborough Public Schools	\$ 2,500.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
7. DESE FC729 Address Student Cell Phone Use Pilot Grant	MPS-Whitcomb School	\$ 24,080.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
8. DESE FC599 Open Sci Ed Grant	MPS	\$ 26,900.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		

RECOMMENDATION: That the School Committee accept these gifts and grant monies.

Recommended by the Superintendent: signature on file

Listing of votes attested to by the Chair, Mayor Arthur Vigeant, or the person acting as chair,

_____ Date August 29, 2023

(name of person if other than Mayor)

Original to Grants Manager, copy to Secretary

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Donation of chairs

Person(s) preparing Agenda Item: Mary Murphy

Title: Superintendent

Listing of Attachments (supporting documentation):

Gift Form

BACKGROUND:

Doble Engineering, a Marlborough based company, contacted my office with a donation of sixty (60) stackable wooden chairs.

STATUS:

The chairs have been picked up and will be used in the meeting rooms.

RECOMMENDATION:

That the School Committee accept, with gratitude, the donation of chairs.

Recommended by:

Recommended by the Superintendent:

A handwritten signature in blue ink that reads "Mary A. Murphy".



MPS Form GR-3 rev 10/2021
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
25 Union Street Marlborough, MA 01752

*Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be **emailed** as an attachment to: psibilio@mps-edu.org and krundlett@mps-edu.org and a **hard copy**, with **signature**, sent via interoffice to Karen Rundlett, DEC*

ATTACH ALL PERTINENT DOCUMENTATION *check, correspondence received with gift, etc.*

Person Submitting: Patricia Sibilio

Date: 7/17/2023

Position: Executive Assistant to the Superintendent

Building: District Education Center

Coordinating Principal/Director/Teacher: Mary Murphy

Funding Source (foundation, corporation, person, etc.):

Amount of Gift:

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$ 3,000.00

Sixty (60) stackable wooden chairs

Description of Donated Goods:

Describe Purpose or Conditions of Gift:

Describe How Gift Will be Spent:

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

Mary A Murphy

School Committee – Date of Meeting: August 22, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Donation from O'Connor Portraiture, Inc.

Person(s) preparing Agenda Item: Jillian Regan

Title: Director of ECC

Listing of Attachments (supporting documentation):

Gift Form

BACKGROUND:

Donation from O'Connor Portraiture, Inc. to be used to enhance student programs at the Early Childhood Center.

STATUS:

Check to be deposited in the ECC gift account.

RECOMMENDATION:

The school committee accept with gratitude the donation of \$629.50 for MPS Early Childhood Center.

Recommended by:



Recommended by the Superintendent:





MPS Form GR-3 rev 10/2021
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
25 Union Street Marlborough, MA 01752

*Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be **emailed** as an attachment to: **psibilio@mps-edu.org** and **krundlett@mps-edu.org** and a **hard copy, with signature, sent via interoffice to Karen Rundlett, DEC***

ATTACH ALL PERTINENT DOCUMENTATION *check, correspondence received with gift, etc.*

Person Submitting: Jillian Regan

Date: 6/30/23

Position: Director

Building: Early Childhood Center

Coordinating Principal/Director/Teacher: Jillian Regan

Funding Source (foundation, corporation, person, etc.): O'Connor Portraiture, Inc

Amount of Gift: \$629.50

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$

Description of Donated Goods:

Check #67679

Describe Purpose or Conditions of Gift:

Donation

Describe How Gift Will be Spent:

For student programs

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

School Committee – Date of Meeting: August 29, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

For School Committee Meeting of

August 29, 2023

SUBJECT: Acceptance of \$1,928.72 for the Goodnow Brothers Elementary School.

Person(s) preparing Agenda Item: Amy Mulkerin

Title: School Principal

Listing of Attachments (supporting documentation):

Gift Form

BACKGROUND:

O'Connor Portraiture, Inc. donates monies to the students of Goodnow Brothers Elementary School after each time they visit for a photo session with students.

STATUS:

The donation has been forwarded to Karen Rundlett, to be placed in an account used by Goodnow Brothers Elementary School.

RECOMMENDATION:

That the School Committee accept, with gratitude, the donation of \$1,928.72 for Goodnow Brothers Elementary School.

Recommended by:

Amy Mulkerin

Recommended by the Superintendent:

Mary A Murphy



MPS Form GR-3 rev 10/2021
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
25 Union Street Marlborough, MA 01752

Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be emailed as an attachment to: psibilio@mps-edu.org and krundlett@mps-edu.org and a hard copy, with signature, sent via interoffice to Karen Rundlett, DEC

ATTACH ALL PERTINENT DOCUMENTATION *check, correspondence received with gift, etc.*

Person Submitting: Amy Mulkerin

Date: 7/25/2023

Position: Principal

Building: Goodnow Brothers Elementary School

Coordinating Principal/Director/Teacher:

Funding Source (foundation, corporation, person, etc.): O'Connor Portraiture, Inc.

Amount of Gift: 1,928.72

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$

Description of Donated Goods:

Check from student photo session

Describe Purpose or Conditions of Gift:

Describe How Gift Will be Spent:

Monies will be spent for programs/materials that benefit Goodnow Brothers Elementary School students.

Amy Mulkerin

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

Mary A. Murphy

School Committee – Date of Meeting: August 29, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Gift Donation

Person(s) preparing Agenda Item: Kalliope Pantazopoulos

Title: Principal

Listing of Attachments (supporting documentation):

Notification of Gift Form

BACKGROUND:

O'Connor Studios returns a commission to the school for Spring Photos.

STATUS:

Kane School received a check from O'Connor Studios. The check is for \$1,199.16 and is requested to be deposited in the Kane School gift account.

RECOMMENDATION:

School Committee accept the funds with gratitude.

Recommended by:



Recommended by the Superintendent:





MPS Form GR-3 rev 10/2021
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
25 Union Street Marlborough, MA 01752

*Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be **emailed** as an attachment to: psibilio@mps-edu.org and krundlett@mps-edu.org and a **hard copy**, with **signature**, sent via interoffice to Karen Rundlett, DEC*

ATTACH ALL PERTINENT DOCUMENTATION *check, correspondence received with gift, etc.*

Person Submitting: Julde Vieira

Date: July 17, 2023

Position: Administrative Assistant

Building: Kane

Coordinating Principal/Director/Teacher: Kalliope Pantazopoulos

Funding Source (foundation, corporation, person, etc.): O'Connor Studios

Amount of Gift: \$1,199.16

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$

Description of Donated Goods:

O'Connor Studios returns a commission to the school for Spring Photos

Describe Purpose or Conditions of Gift:

To Francis J. Kane Elementary School

Describe How Gift Will be Spent:

To be used for student programs or activities at the Kane School

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

School Committee – Date of Meeting: August 29, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Gift Donation

Person(s) preparing Agenda Item: Kalliope Pantazopoulos

Title: Principal

Listing of Attachments (supporting documentation):
Notification of Gift Form

BACKGROUND:

O'Connor Studios returns a commission to the school for grad groups photos.

STATUS:

Kane School received a check from O'Connor Studios. The check is for \$82.95 and is requested to be deposited in the Kane School gift account.

RECOMMENDATION:

School Committee accept the funds with gratitude.

Recommended by:



Recommended by the Superintendent:





MPS Form GR-3 rev 10/2021
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
25 Union Street Marlborough, MA 01752

Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be emailed as an attachment to: psibillio@mps-edu.org and krundlett@mps-edu.org and a hard copy, with signature, sent via interoffice to Karen Rundlett, DEC

ATTACH ALL PERTINENT DOCUMENTATION check, correspondence received with gift, etc.

Person Submitting: Julde Vieira

Date: July 27, 2023

Position: Administrative Assistant

Building: Kane

Coordinating Principal/Director/Teacher: Kalliope Pantazopoulos

Funding Source (foundation, corporation, person, etc.): O'Connor Studios

Amount of Gift: \$82.95

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$

Description of Donated Goods:

O'Connor Studios returns a commission to the school for grad groups photos

Describe Purpose or Conditions of Gift:

To Francis J. Kane Elementary School

Describe How Gift Will be Spent:

To be used for student programs or activities at the Kane School

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

School Committee – Date of Meeting: August 29, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: FY24 Comprehensive School Health Services Grant through the MA Department of Public Health. The annual award is \$95,000.

Person(s) preparing Agenda Item: Karen Rundlett

Title: Grants Manager

Listing of Attachments (supporting documentation):
Grant Budget and contract

BACKGROUND:

Christine Harrington applied for a continuation of the Comprehensive School Health Services Grant. This grant has options for renewal through June of 2029.

STATUS:

The amount of the grant award has been approved by the Massachusetts Department of Public Health.

RECOMMENDATION:

It is recommended that the School Committee accept the on behalf of the Marlborough Public Schools.

Recommended by:

Karen Rundlett

Recommended by the Superintendent:

Mary A Murphy



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

MAURA T. HEALEY
Governor

KIMBERLEY DRISCOLL
Lieutenant Governor

KATHLEEN E. WALSH
Secretary

ROBERT GOLDSTEIN, MD, PhD
Commissioner

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

05/04/2023

CITY OF MARLBOROUGH TRESURER
140 MAIN ST
MARLBOROUGH, MA 01752-3812

Attn: ~~Mary Zakrzewski~~ *Christine Harrington*

R/E: Contract #: INTF3202P01191929149

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

Amendment Reason: Renewal

The contract total maximum obligation is \$570,000.00.

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

Listed below is the contract budgeted funding amounts:

Previous Years	07/01/2019	06/30/2022	\$285,000.00
Current Year	07/01/2022	06/30/2023	\$95,000.00
Future Years	07/01/2023	06/30/2025	\$190,000.00

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

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

- **STANDARD CONTRACT FORM**

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

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

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

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

If you have any questions about your **contract package**, please contact **Deandra Russo** at **Deandra.russo@mass.gov**.

Please sign with an **authorized signature** and return the contract package via email scan to **Deandra Russo** at **Deandra.russo@mass.gov**, no later than close of business **05/12/2023**.

Sincerely,

Ruth Blodgett

Bureau Director

Bureau of Community Health and Prevention

Acceptable forms of Authorized signatures:

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

Please Note:

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

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions, which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: CITY OF MARLBOROUGH TRESURER		COMMONWEALTH DEPARTMENT NAME: Department of Public Health MMARS Department Code: DPH	
Legal Address: (W-9, W-4): 140 MAIN ST MARLBOROUGH, MA 01752-3812		Business Mailing Address: 250 Washington Street, Boston MA 02108	
Contract Manager: Mary Zakrzewski Christine Harrington CHarrington@mps-edu.org E-Mail: mzakrzewski@mps-edu.org	Phone: 774-245-4015 774-509-9309 Fax: 508-624-1963	Billing Address (if different): Contract Manager: Deandra Russo Phone: 857-363-0475 E-Mail: Deandra.russo@mass.gov Fax: 617-624-5017	
Contractor Vendor Code: VC6000192111 Vendor Code Address ID (e.g. "AD001"): AD 001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): INTF3202P01191929149 RFR/Procurement or Other ID Number: 191929	
<input type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input type="checkbox"/> Department Procurement (includes all grants 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception: (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input checked="" type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <u>Prior</u> to <u>06/30, 20 23</u> . Amendment: Enter Amendment Amount: \$ <u>190,000.00</u> (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) <input checked="" type="checkbox"/> Amendment to Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions, Contractor Certifications and the following Commonwealth Terms and Conditions document is incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. <input type="checkbox"/> Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended). \$ <u>570,000.00</u>			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ____% PPD; Payment issued within 15 days ____% PPD; Payment issued within 20 days ____% PPD; Payment issued within 30 days ____% PPD. If PPD percentages are left blank, identify reason: <input type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (G.L. c. 29, § 23A); <input checked="" type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Renewal with Maximum Obligation Change			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input checked="" type="checkbox"/> 2. may be incurred as of <u>07/01, 20 23</u> , a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of <u> </u> , 20 <u> </u> , a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>06/30, 2025</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, this Standard Contract Form, the Standard Contract Form Instructions, Contractor Certifications, the applicable Commonwealth Terms and Conditions, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>Mary Murphy</u> Date: <u>5-17-23</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Mary Murphy</u> Print Title: <u>Superintendent</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: _____ Print Title: _____	

Scope of Services

Contract ID #: INTF3202P01191929149

Contract Amendment - Increase

School Health is exercising contract renewal options in accordance with RFR# 191929 Comprehensive School Health to Massachusetts schools, vendor will continue to provide cultural and linguistically community-based clinical and support services to students, in accordance with the supportive procurement and initial executed contract scope and conditions for details related to monitoring and administrative and fiscal expectations.

Department of Public Health

Vendor Name CITY OF MARLBOROUGH TREASURER			DPH Bureau/Program Name Comprehensive School Health Services (CSHS)		
Vendor Code VC6000192111	Fiscal Year 2024	Contract Number INTF3202P01191929149	RFR# 191929	5/12/2023	

Program Component	FTE	CURRENT BUDGET (A)	Proposed Changes +/- (B)	Proposed New Budget (C)	Justification (D)
1. Direct Care/Prog. Support Staff					
1.6 FTE Social Worker for Case Management	1.60	\$ 95,000.00		\$ 95,000.00	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
SUB TOTAL	1.60	\$ 95,000.00	\$ -	\$ 95,000.00	
Fringe Benefits: 0.00%				\$ -	
1. TOTAL DIRECT CARE/PROGRAM STAFF		\$ 95,000.00	\$ -	\$ 95,000.00	

Program Component	CURRENT BUDGET (A)	Proposed Changes +/- (B)	Proposed New Budget (C)	Justification (D)
2. Other Direct Care/Program				
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
2. TOTAL OTHER DIRECT/PROGRAM		\$ -		

Occupancy				
Program Facility			\$ -	
Facility Operations, Maint. and Furn.	\$ -		\$ -	
3. TOTAL OCCUPANCY	\$ -	\$ -	\$ -	
SUB TOTAL: 1 + 2 + 3	\$ 95,000.00	\$ -		
Administrative Support				
Max Cap Amount: 0.00%				
#VALUE!			\$ -	
TOTAL 1+2+3+4+5	\$95,000.00	\$ -	\$95,000.00	

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: First Congregational Church

Person(s) preparing Agenda Item: Mary Murphy

Title: Superintendent

Listing of Attachments (supporting documentation):

Gift Form

BACKGROUND:

For many years, the First Congregational Church has donated backpacks filled with school supplies.

STATUS:

Seventy (70) backpacks, valued at \$3,500, were delivered to MPS on August 23, 2023. The backpacks are in memory of Katy Mahoney, the daughter of a church member. The backpacks are being distributed through the registration center.

RECOMMENDATION:

That the School Committee accept, with gratitude, the seventy (70) backpacks, from the members of the First Congregational Church, in memory of Katy Mahoney.

Recommended by:

Recommended by the Superintendent:

A handwritten signature in blue ink that reads "Mary A. Murphy". The signature is written in a cursive style with a large, stylized 'M'.



MPS Form GR-3 rev 11/2007
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
17 Washington Street Marlborough, MA 01752

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ATTACH ALL PERTINENT DOCUMENTATION *check, correspondence received with gift, etc.*

Person Submitting: Patricia Sibilio

Date: August 23, 2023

Position: Executive Assistant to the Superintendent

Building: District Education Center

Coordinating Principal/Director/Teacher: Mary Murphy, Superintendent

Funding Source (foundation, corporation, person, etc.): First Congregational Church

Amount of Gift: \$3,500

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$ 3,500

Description of Donated Goods:

Filled backpacks & school supplies

Describe Purpose or Conditions of Gift:

The First Church Congregational has donated seventy (70) fill backpacks as well as numerous school supplies.

Describe How Gift Will be Spent:

The backpacks and school supplies will be disseminated through the registration center.

Principal/Director's Approval

☒ Approved ☐ Disapproved

Superintendent of Schools:

Mary A. Murphy

☒ Approved ☐ Disapproved

School Committee – Date of Meeting: August 29, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: Henry Schein Backpack Donation

Person(s) preparing Agenda Item: Mary Murphy

Title: Superintendent

Listing of Attachments (supporting documentation):

Gift Form

BACKGROUND:

Henry Schein Inc. has supported schools around the world for many years.

STATUS:

Members of the Henry Schein Cares and Team Schein Engagement delivered fifty (50) filled backpacks. The backpacks are being distributed through the registration center.

RECOMMENDATION:

That the School Committee accept, with gratitude, the fifty (50) backpacks that have been donated for students of Marlborough Public Schools.

Recommended by:

Recommended by the Superintendent:





MPS Form GR-3 rev 11/2007
NOTIFICATION OF GIFT FORM
Marlborough Public Schools
17 Washington Street Marlborough, MA 01752

Gifts received must be approved by the School Committee before funds/items will be released for use. Please refer to Agenda item submittal deadlines (on mps website, faculty/staff, doc.lib, other forms), and fill out a School Committee Agenda Item form (on mps website, faculty/staff, doc.lib, other forms). This form, as well as supporting documentation should be emailed as an attachment to: psibilio@mps-edu.org and krundlett@mps-edu.org and a hard copy, with signature, sent via interoffice to Karen Rundlett, DEC

ATTACH ALL PERTINENT DOCUMENTATION check, correspondence received with gift, etc.

Person Submitting: Patricia Sibilio

Date: August 25, 2023

Position: Executive Assistant to the Superintendent

Building: District Education Center

Coordinating Principal/Director/Teacher: Mary Murphy, Superintendent

Funding Source (foundation, corporation, person, etc.): First Congregational Church

Amount of Gift: \$2,500

If Donated Goods, Please Describe and assign a Monetary Value (nec. for approval by School Committee): \$ 2,500

Description of Donated Goods:

Filled backpacks & school supplies

Describe Purpose or Conditions of Gift:

The Henry Schein has donated seventy (50) fill backpacks as well as numerous school supplies.

Describe How Gift Will be Spent:

The backpacks and school supplies will be disseminated through the registration center.

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

Mary A. Murphy

School Committee – Date of Meeting: August 29, 2023

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: FY24 FC599 Open Sci Ed DESE Grant \$26,900.

Person(s) preparing Agenda Item: Karen Rundlett

Title: Grants Manager

Listing of Attachments (supporting documentation):
Grant Budget

BACKGROUND:

The purpose of this targeted grant is to provide funding support for districts that are currently participating in piloting the OpenSciEd high school science curriculum as part of the Massachusetts Field Test.

STATUS:

The grant was awarded for the amount of \$26,900.

RECOMMENDATION:

It is recommended that the School Committee accept the DESE Federal funding on behalf of the Marlborough Public Schools.

Recommended by:

Karen Rundlett

Recommended by the Superintendent:

Mary A Murphy

Budget Entry

Response to this field is only required when amending the grant

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

Response:

Budget Information

ALLOCATION OF FUNDS

1. Administrator Salaries:	Comments	# of Staff	FTE	MTRS	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

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

2. Instructional/Professional Staff Salaries:	Comments	# of Staff	FTE	MTRS ¹	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

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

3. Support Staff Salaries:	Comments	# of Staff	FTE	MTRS ¹	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

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

4. Stipends:	Comments	# of Staff	Rate	Rate Type	MTRS ¹	Amount	Select a Primary Function
Teacher/Instructional Staff Professional Days	Summer Professional Development	4	500	Flat	<input type="checkbox"/>	\$6,500	OpenSciEd Elementary Field Test (599)
Teacher/Instructional Staff Professional Days	Afterschool Professional Development	8	200	Flat	<input type="checkbox"/>	\$4,800	OpenSciEd Elementary Field Test (599)
					<input type="checkbox"/>		
					<input type="checkbox"/>		
Sub-Total						\$11,300	

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

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

6. Contractual Services: Indicate the services to be provided and the rate to be paid per hour or per day.	Comments	Rate	Rate Type	Amount	Select a Primary Function

Applicant: Marlborough

0170

Project: FY24 FC599 Open Sci Ed Marlborough

599-782520-2024-0170

Substitutes (long and/or short term)	School year Professional Development	200	Day	\$5,200	OpenSciEd Elementary Field Test (599)
Sub-Total				\$5,200	

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

7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.	Comments	Amount	Select a Primary Function
Other Instructional Materials (non-testing/assessment)	Field test classroom science materials	\$10,400	OpenSciEd Elementary Field Test (599)
Sub-Total		\$10,400	

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

8. Travel: Mileage, conference registration, hotel, and meals.	Comments	Amount	Select a Primary Function
Sub-Total		\$0	

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

9. Other Costs: Please indicate the amount requested in each category.	Comments	Amount	Select a Primary Function

Applicant: Marlborough

0170

Project: FY24 FC599 Open Sci Ed Marlborough

599-782520-2024-0170

Sub-Total		\$0	

11. Equipment: List only items costing \$5,000 or more per unit.	Comments	Amount	Select a Primary Function
Instructional Equipment			
Non-Instructional Equipment			
Sub-Total		\$0	

Total Activity Funds Requested: \$26,900

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # 9C

**For School Committee Meeting of
August 29, 2023**

SUBJECT: FY24 FC729 Approaches to Address Student Cellphone Use Pilot Grant: \$24,080

Person(s) preparing Agenda Item: Karen Rundlett

Title: Grants Manager

Listing of Attachments (supporting documentation):
Grant Budget

BACKGROUND:

The purpose of this targeted federally funded grant is to support districts in implementing policies/programs and practices that address the use of electronic devices (cell phones and similar electronic devices) by students throughout the school day in middle and/or high schools.

STATUS:

The grant was awarded for the amount of \$24,080.

RECOMMENDATION:

It is recommended that the School Committee accept the DESE Federal funding on behalf of the Marlborough Public Schools.

Recommended by:

Karen Rundlett

Recommended by the Superintendent:

Mary A Murphy

Budget Entry

Response to this field is only required when amending the grant

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

Response:

Budget Information

ALLOCATION OF FUNDS

1. Administrator Salaries:	Comments	# of Staff	FTE	MTRS	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

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

2. Instructional/Professional Staff Salaries:	Comments	# of Staff	FTE	MTRS ¹	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

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

3. Support Staff Salaries:	Comments	# of Staff	FTE	MTRS ¹	Amount	Select a Primary Function
				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Sub-Total					\$0	

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

4. Stipends:	Comments	# of Staff	Rate	Rate Type	MTRS ¹	Amount	Select a Primary Function
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		
Sub-Total						\$0	

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

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

6. Contractual Services: Indicate the services to be provided and the rate to be paid per hour or per day.	Comments	Rate	Rate Type	Amount	Select a Primary Function

Applicant: Marlborough

0170

Project: FY24 FC729 STUDENT CELLPHONE USE

729-784153-2024-0170

Sub-Total				\$0	

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

7. Supplies and Materials: Items costing less than \$5,000 per unit or having a useful life of less than one year.	Comments	Amount	Select a Primary Function
General Classroom Supplies	Yondr pouches for 1100 students and staff	\$23,850	Approaches to Address Student Cellphone Use (729)
General Classroom Supplies	Echaprey wooden cell phone cabinet with lock (3)	\$230	Approaches to Address Student Cellphone Use (729)
Sub-Total		\$24,080	

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

8. Travel: Mileage, conference registration, hotel, and meals.	Comments	Amount	Select a Primary Function
Sub-Total		\$0	

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

9. Other Costs: Please indicate the amount requested in each category.	Comments	Amount	Select a Primary Function

Applicant: Marlborough

0170

Project: FY24 FC729 STUDENT CELLPHONE USE

729-784153-2024-0170

Sub-Total		\$0	

11. Equipment: List only items costing \$5,000 or more per unit.	Comments	Amount	Select a Primary Function
Instructional Equipment			
Non-Instructional Equipment			
Sub-Total		\$0	

Total Activity Funds Requested: \$24,080