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CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: MPS SCHOOL COMMITTEE MEETING

Date: TUESDAY, SEPTEMBER 12, 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
7. A. Assistant Superintendent of Student Services & Equity Report
8. Acceptance of Minutes
 - A. Minutes of the August 29, 2023 School Committee Meeting
9. Public Participation
10. Action Items/Reports
 - A. Policies for First Read
 1. Policy 8.014 Life-threatening Allergy
 - B. Policy for Approval
 1. Policy 8.001 Student Welfare/Mandated Reporting
 - C. Acceptance of Donations and Gifts
11. Reports of School Committee Sub-Committees
12. Members' Forum
13. 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: 9/12/2023

1. Current District Enrollment:

Below is the district enrollment as of September 8, 2023:

September 8, 2023
9:37:02 AM

2023-2024 Marlborough Schools Active Enrollment District Schools

	Total	Early Childhood Center	Charles Jaworek Elementary School	Francis J. Kane Elementary School	Richer Elementary School	Goodnow Brothers Elementary School	1LT Charles W. Whitcomb School	Marlborough High School	Marlboro gh Alt. Ed
Total	4737	241	673	511	574	788	945	975	30
PK	241	241							
KF	393		102	72	95	124			
01	423		130	87	81	125			
02	459		121	98	96	144			
03	437		96	90	103	148			
04	416		122	84	95	115			
05	418		102	80	104	132			
06	293						293		
07	295						295		
08	357						357		
09	209							208	1
10	267							265	2
11	273							271	2
12	242							217	25
SP	14							14	

All data based on Aspen records as of 9/8/2023

I am also including information on elementary class size:

Jaworek Elementary							Kane Elementary						
Grade	Actual FY23			Actual FY24			Grade	Actual FY23			Actual FY24		
	Actual	Classes	Avg	Enroll	Classes	Avg		Actual	Classes	Avg	Enroll	Classes	Avg
KF	122	6	20.3	102	6	17.0	KF	86	4	21.5	72	4	18.0
1	130	6	21.7	130	6	21.7	1	96	5	19.2	87	4	21.8
2	103	5	20.6	121	6	20.2	2	87	4	21.8	98	5	19.6
3	105	6	17.5	96	5	19.2	3	81	4	20.3	90	5	18.0
4	114	5	22.8	122	5	24.4	4	83	4	20.8	84	4	21.0
5	102	5	20.4	102	5	20.4	5	67	4	16.8	80	4	20
Totals	676	33	20.5	673	33	20.4	Totals	500	25	20.0	511	26	19.7

Richer Elementary							Goodnow Bros. Elementary						
Grade	Actual FY23			Actual FY24			Grade	Actual FY23			Actual FY24		
	Actual	Classes	Avg	Enroll	Classes	Avg		Actual	Classes	Avg	Enroll	Classes	Avg
KF	89	5	17.8	95	5	19.0	KF	125	6	20.8	124	6	20.7
1	92	4	23.0	81	5	16.2	1	137	6	22.8	125	6	20.8
2	101	5	20.2	96	5	19.2	2	146	7	20.9	144	6	24.0
3	85	5	17.0	103	5	20.6	3	120	6	20.0	148	7	21.1
4	98	5	19.6	95	4	23.8	4	128	6	21.3	115	6	19.2
5	80	4	20.0	104	4	26.0	5	135	6	22.5	132	6	22.0
Totals	545	28	19.5	574	28	20.5	Totals	791	37	21.3	788	37	21.3

District Wide Elementary Enrollment			
Grade	FY23	FY24	
K	21	21	
1	21	21	
2	22	22	
3	21	22	
4	19	18	
5	18	19	
Total	122	123	

Grade	FY24	Classes	Avg
K	393	21	18.7
1	423	21	20.1
2	459	22	20.9
3	437	22	19.9
4	416	18	23.1
5	418	19	22.0
Total	Total	123	20.7
	2546		

As of September 8, 2023, there are forty-two students in pre-registration. Twenty of these students are kindergarteners.

2. Staffing Update: I will update the committee on our current vacancies at the meeting.

3. Excessive Heat: Last week many students and staff in four of our schools were impacted by the extreme heat. Mr. Lafleur updated the committee at the last meeting regarding the completed Jaworek School ventilation project that also allowed for a cooling system to be installed. The new Richer School Project will most likely include a climate control system. Moving forward, I would ask us to continue to explore ways to improve our cooling systems at ECC, Kane, and Whitcomb Schools.

Respectfully Submitted,
 Mary Murphy
 Superintendent of Schools



Marlborough Public Schools

**Jody O'Brien • Assistant Superintendent of
Student Services & Equity**

25 Union Street, Marlborough, MA 01752
(508) 460-3509 ext. 13820 • jobrien@mps-edu.org

Assistant Superintendent of Student Services & Equity Report to School Committee Regular Session September 12, 2023

Marlborough Early Childhood Program Update

Jill Regan has been busy planning in her new role as the Director of Early Childhood. On August 30th & 31st, MECC teachers, para-educators and behavior techs participated in full day trainings on the Talkies Program for Oral Language Comprehension & Expression. This is an evidenced based program by Lindamood-Bell that is designed to develop a student's imagery-language connection that is the base for language comprehension and expression. This program is ideal for any preschool child, but is specifically beneficial for students with developmental delays, language delays or learning English as a second language. Staff will be provided with ongoing monthly coaching support by the Lindamood-Bell trainers.

In addition, MECC staff last week began work on establishing their PBIS plan and teaching common developmentally appropriate expected behaviors to their students. They have identified their core values in alignment with the four elementary schools and have begun developing lesson plans. Ron Sanborn will continue to work with Jill Regan and her staff on establishing common instructional experiences among the preschool classrooms, identifying, and implementing benchmark assessments to monitor preschoolers' development and readiness for Kindergarten. PK1 staff received training on a new Math curriculum called Developing Math Concepts. Math Concepts helps students gain knowledge of how mathematical ideas can be learned through play, active participation, and intentional learning tasks. Teachers utilize questioning techniques to promote mathematical thinking.

This school year, full day preschool is now five days per week M-F with half day morning and afternoon sessions remaining at four days M-Th. Last week, the MECC opened their doors and welcomed 243 preschoolers into their classrooms-our future Class of 2037 & Class of 2038! There are currently fourteen classrooms-ten inclusive PreK classes that includes students with disabilities, two Multi-Language PreK classes that are focused on instruction that supports Level 1 multi language learners, and two substantially separate special education Pathways classrooms.

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Marlborough Public Schools

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

Call to Order

August 29, 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, Katherine Hennessy, Heidi Matthews, and Denise Ryan. Also present were Chairman Vigeant, 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, Tom Lafleur. 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:** Chairman Vigeant led the Pledge of Allegiance.

3. **Presentation:** None.

4. **Committee Discussion/Directives:** None.

5. **Communications:** None.

6. **Superintendent's Report:**

Superintendent Murphy shared the current district enrollment numbers as of August 24, 2023. A chart is provided in her report and broken down by school.

Superintendent Murphy reported that there are 54 open staff positions as of August 24th as well. Nine of these open positions are MEA positions.

Superintendent Murphy thanked all of the school and custodial staff that helped prepare the schools for the first day. She recognized countless individuals for their dedication and efforts in making Opening Day for staff successful.

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A. Director of Finance & Operations Report

Mr. Lafleur, the Director of Finance and Operations, reminded MPS students and families of the free breakfast/lunch program for all students in the district.

Mr. Lafleur reported on the various facilities updates at different schools throughout the district. He recognized Doug Dias for planning so well and handing off these projects in a way that set them up for success. He thanked Rob Quinn, Dan Jackson, Andy White, the facilities and custodial staff, and the Jaworek staff as well.

Mr. Lafleur shared that only four routes are impacted by the shortage of bus drivers this year. There are drivers in the process of being trained, one of which should be licensed around September 15th.

7. Acceptance of Minutes:

A. Minutes of the June 27, 2023 School Committee Meeting

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

Motion passed 6-0-0.

B. Minutes of the August 2, 2023 School Committee Meeting

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

Motion passed 6-0-0.

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.

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9. Action Items/Reports

A. Policy Updates

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to suspend the rules and vote on the following three policies.

Motion passed 6-0-0.

1. Policy 2.442 Order of Business

The 'Public Participation' section of the School Committee meeting agenda would be renamed to 'Public Comment.'

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy.

Motion passed 6-0-0.

2. Policy 2.450 Public Participation and School Committee meetings

The 'Public Participation' section of the School Committee meeting agenda would be renamed to 'Public Comment.'

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy.

Motion passed 6-0-0.

3. Policy 8.001 Student Welfare Plans

This policy would be renamed as Student Welfare Plans/Mandated Reporting.

Motion made by Mrs. Hennessy, seconded by Chairman Vigeant to approve this policy.

Motion passed 6-0-0.

B. Surplus Textbooks

Mr. Lafleur shared that Literature is the new core curriculum for ELA in grades 6 through 10. Therefore, the Prentice Hall and Holt McDougall textbooks are no longer needed.

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to allow the 6-12 Humanities supervisor to discard the textbooks.

Motion passed 6-0-0.

School Committee
District Education Center
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C. Acceptance of Donations and Gifts

Doble Engineering – 60 stackable chairs. MPS received \$3,000.00 for 60 stackable chairs from Doble Engineering.

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

Motion passed 6-0-0.

O'Connor Portraiture, Inc. O'Connor Portraiture, Inc donated \$629.50 to the Early Childhood Center and \$1,928.72 to Goodnow Brothers Elementary School.

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

Motion passed 6-0-0.

O'Connor Portraiture, Inc. O'Connor Portraiture, Inc donated \$1,199.16 and \$82.95 to Kane Elementary School.

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

Motion passed 6-0-0.

Comprehensive School Health Services Renewal. MPS received \$95,000.00 from Comprehensive School Health Services Renewal.

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

Motion passed 6-0-0.

First Congregational Church. MPS received \$3,500.00 from the First Congregational Church.

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

Motion passed 6-0-0.

Henry Schein Inc. MPS received \$2,500.00 from Henry Schein Inc.

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

Motion passed 6-0-0.



Marlborough Public Schools

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DESE FC729 Address Student Cell Phone Use Pilot Grant. MPS-Whitcomb School received \$24,080.00 through this grant.

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

Motion passed 6-0-0.

DESE FC599 Open Sci Ed Grant. MPS received \$26,900.00 through this grant.

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

Motion passed 6-0-0.

10. Reports of School Committee Sub-Committees:

Mrs. Hennessy shared that the Policy Sub-Committee will meet on September 5th.

11. Members' Forum:

Mrs. Matthews formally welcome new MEA Representative, Elton Thomas.

Chairman Vigeant shared an update on homeless families at the Holiday Inn. He shared that Superintendent Murphy and her team held some English classes at the Holiday Inn for some of these families.

12. Adjournment:

Motion made by Mrs. Matthews, seconded by Chairman Vigeant to adjourn at 8:06 p.m.

Motion passed 6-0-0.

Respectfully submitted,

Heidi Matthews
Secretary, Marlborough School Committee

HM/jm

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

Agenda Item # 9A

**For School Committee Meeting of
September 12, 2023**

SUBJECT: Policy for First Read

Person(s) preparing Agenda Item: Katherine Hennessy

Title: Policy Subcommittee Chair

Listing of Attachments (supporting documentation):

Policy 8.014 Life-threatening Allergy

BACKGROUND:

The following policy was reviewed at the September 5, 2023 Policy Subcommittee meeting:

Policy 8.014 Life-threatening Allergy

STATUS:

The the following policy be reviewed by the full School Committee:

Policy 8.014 Life-threatening Allergy

RECOMMENDATION:

After review by the full committee, the following policy will be moved forward for approval at the next regularly scheduled School Committee meeting.

Policy 8.014 Life-threatening Allergy

Recommended by:



Recommended by the Superintendent:



LIFE-THREATENING ALLERGY
(Students)

LIFE-THREATENING ALLERGY

The Marlborough Public Schools will work in cooperation with parent/guardians, students and physicians to minimize the risks for children with life-threatening allergies (LTA) and to provide a safe educational environment for all students. The focus of allergy management will be prevention, emergency response education, awareness, communication and collaboration with medical professionals and families.

Such guidelines shall include: District wide general medical emergency plans, life-threatening allergy emergency plans, individual health care plans for all students diagnosed with LTA, appropriate training of staff, availability of on-site medical equipment for quick response to life-threatening allergic reactions, and such other guidelines that will ensure that students with LTA's can participate in school activities without undue fear or harm from exposure to life-threatening food/ allergens.

Marlborough Public Schools will:

- Educate students about life-threatening allergies through the Health & Wellness curriculum.
- Educate students about reducing risks relative to life-threatening allergies by not trading food or sharing food with others, not eating anything with unknown ingredients or known to contain the allergen and being proactive in care and management of their allergies or medical condition.
- Educate students & families that outside food is not to be brought into a classroom to commemorate a holiday or birthday and only **Teachers who use food in their classrooms as part of the curricula, will be able to do so with prior knowledge and permission of the parents/guardian(s) and building principal.**
- Educate students & families that food or beverages may not be consumed on any school bus or van transportation. **Exception: students with a documented medical condition that requires food as part of the treatment).**
- Educate students & families that while on field trips, only food provided by school cafeterias or families can be consumed.
- Ensure that all staff, students and families are made aware that Latex products (balloons, gloves, etc.) are prohibited in the Marlborough Public Schools.
- Ensure **that the food services director and kitchen managers will have knowledge of all menus, food products, and ingredients served within the cafeteria and maintain "serve safe" and all allergy certification.**

LIFE-THREATENING ALLERGY
(Students)

- Ensure that LTA Food Allergy tables are maintained in the schools as needed.
- Ensure school nurses are proficient with the up-to-date information and practices about life-threatening allergies prevention and medical responses.
- Ensure that school nurses communicate with families of students who present a diagnosis of a life-threatening allergy diagnosis to discuss available interventions to meet the student's LTA needs including Individual Health Care (IHC) Plans, proactive exposure avoidance and response protocols, 504s, Allergy Action Plan (AAP), and other measures as needed. The district's Nurse Leader will ensure appropriate implementation of IHC plans.
- Develop, implement and maintain general LTA procedures at the district, school and classroom levels to ensure the safety of students with life-threatening allergies. Such procedures should be reflected in an LTA procedure manual. This manual shall be reviewed and maintained by the District Wellness Committee.
- Train and educate staff and appropriate personnel on LTA related procedures

Although not every circumstance that may develop can be anticipated, in an emergency situation, the interventions/guidelines in place are based on medically accurate information and evidence-based practices and experience.

REFS.: Managing Life Threatening Allergies in Schools. Massachusetts Department of Education and Massachusetts Department of Public Health, 2002.

Food Allergy and Anaphylaxis Network: <http://www.foodallergy.org>

DRAFT

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

Agenda Item # 9B

**For School Committee Meeting of
September 12, 2023**

SUBJECT: Policy for Approval

Person(s) preparing Agenda Item: Katherine Hennessy

Title: Policy Subcommittee Chair

Listing of Attachments (supporting documentation):

Policy 8.001 Student Welfare/Mandate Reporting

BACKGROUND:

The following policy was shared with School Committee at the August 29, 2023 School Committee meeting.
Policy 8.001 Student Welfare/Mandated Reporting

STATUS:

That the full School Committee, after review, move Policy 8.001 Student Welfare/Mandated Reporting forward for approval.

RECOMMENDATION:

That the School Committee vote to approve the following policy.
Policy 8.001 Student Welfare/Mandated Reporting

Recommended by:



Recommended by the Superintendent:



**STUDENT WELFARE / MANDATED REPORTING**
(Students)**STUDENT WELFARE / 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.

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.

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.



STUDENT WELFARE / MANDATED REPORTING
(Students)

Mandated Reporting / 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.

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

SOURCE: MASC 8/2006

Approved 9.22.20
Revised/Approved 8.29.23

DRAFT

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

**Agenda Item #9C Gifts/Grants
for School Committee Meeting
of September 12, 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. O'Connor Studios	Jaworek Elementary School	\$ 1,655.52
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
2. FY24 FC510 GLEAM	MPS	\$252,000.00
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
3.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
4.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
5.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
6.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
7.		\$
SC VOTE: _____ item tabled _____ accept _____ decline _____ abstain		
8.		\$
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 September 12, 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
September 12, 2023**

SUBJECT: Acceptance of a 1,655.52 commission check from O'Connor Studios

Person(s) preparing Agenda Item: Rupal Patel

Title: Principal, Charles Jaworek Elementary School

Listing of Attachments (supporting documentation):

Gift Form

BACKGROUND:

The commission check is solely for the benefit of the school.

Example: Funding of some student materials.

STATUS:

The commission check has been forwarded to Karen Rundlett to be deposited in the Charles Jaworek Elementary gift account.

RECOMMENDATION:

That the School Committee accept the commission check of \$1,655.52 for the 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: Rupal Patel

Date: 8/25/2023

Position: Principal

Building: Charles Jaworek Elementary School

Coordinating Principal/Director/Teacher:

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

Amount of Gift: 1,655.52

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

Description of Donated Goods:

Describe Purpose or Conditions of Gift:

To benefit the students of Marlborough Public Schools

Describe How Gift Will be Spent:

Funding student materials, events & programs

Principal/Director's Approval

☒ Approved ☐ Disapproved

☒ Approved ☐ Disapproved

Superintendent of Schools:

School Committee – Date of Meeting: September 12, 2023

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

Agenda Item # 9C

**For School Committee Meeting of
September 12, 2023**

SUBJECT: FY24 FC510 GLEAM (Growing Literacy Equity Across MA) Continuation \$252,000.

Person(s) preparing Agenda Item: Karen Rundlett

Title: Grants Manager

Listing of Attachments (supporting documentation):

Grant Budget

BACKGROUND:

Jodie Reyes applied for and was awarded the continuation of the GLEAM grant which supports a multitiered system of support for literacy designed to better serve all students with a focus on historically underserved students; and ensuring that all students can reach their literacy potential

STATUS:

The grant was applied for and awarded by DESE.

RECOMMENDATION:

It is recommended that the School Committee accept the grant 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	Two schools	2	4000	Flat	<input type="checkbox"/>	\$8,000	GLEAM 6-12 (510)
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		
Sub-Total						\$8,000	

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
Consultants/Professional Development for Teachers & Support Staff	Professional Development	15000	Flat	\$15,000	GLEAM 6-12 (510)

Consultants/Professional Development for Teachers & Support Staff	TNTP Consulting	608	Day	\$76,000	GLEAM 6-12 (510)
Other	TNTP Network Consulting	3	Flat	\$3,000	GLEAM 6-12 (510)
Sub-Total				\$94,000	

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
Textbooks and Related Software/Media/Materials	Curriculum	\$150,000	GLEAM 6-12 (510)
Sub-Total		\$150,000	

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

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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: \$252,000