

CLERK OF THE SCHOOL COMMITTEE  
WORCESTER PUBLIC SCHOOLS  
20 IRVING STREET  
WORCESTER, MASSACHUSETTS 01609

AGENDA #16

on: Thursday, April 16, 2020  
at: 6:30 p.m. – Executive Session  
6:50 p.m. – Regular Session  
in: Esther Howland South Chamber, City Hall

ORDER OF BUSINESS

ACTION

I. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

NATIONAL ANTHEM

II. ROLL CALL

III. APPROVAL OF RECORDS

aor #0-15 - Clerk  
(April 6, 2020)

To consider approval of the Minutes of the School Committee Meeting of Thursday, April 2, 2020.

aor #0-16 - Clerk  
(April 6, 2020)

To consider approval of the Executive Session Minutes of February 7, 2019, June 20, 2019, August 15, 2019, September 5, 2019, October 3, 2019, December 5, 2019, December 19, 2019 and February 27, 2020.

aor #0-17 - Clerk  
(April 10, 2020)

To consider approval of the Minutes of the School Committee Meeting of Wednesday, April 8, 2020.

IV. MOTION FOR RECONSIDERATION

ACTION

gb #0-130 - Miss Biancheria  
(April 3, 2020)

To reconsider the vote taken to waive the Advanced Placement Policy by not administering any AP exams this year.

V. IMMEDIATE ACTION

gb #0-137 - Administration  
(April 6, 2020)

To consider input from the School Committee's student representatives.

VI. REPORT OF THE SUPERINTENDENT

ros #0-5 - Administration  
(April 10, 2020)

FY21 UPDATED BUDGET ESTIMATES

VII. COMMUNICATIONS AND PETITIONS - NONE

VIII. REPORT OF THE STANDING COMMITTEE - NONE

IX. PERSONNEL -NONE

X. GENERAL BUSINESS

gb #0-118.1 - Administration/Ms. Novick  
(April 8, 2020)

Response of the Administration to the motion to provide the timeline and process for the MassHire Central Regional Workforce Grant.

gb #0-123.1 Administration/Mr. Monfredo  
(March 26, 2020)

Response of the Administration to the request to share with families the Drop Everything and Read Day Program(DEAR) during the month of April in honor of Beverly Cleary's birthday and consider implementing the POEM IN YOUR POCKET DAYS during the weekend of April 25th.

GENERAL BUSINESS (continued)ACTION

gb #0-124.1 Administration/Mr. Monfredo  
(March 26, 2020)

Response of the Administration to the request to place on the WPS Extended Learning website information regarding the Parents' Guide to Student Success from the National PTA's website with ideas for working with your child/ren at home.

gb #0-125.1 - Administration/Mr. Foley  
(April 8, 2020)

Response of the Administration to the request to present comprehensive data showing the test scores for all student subgroups since these initiatives started. This data should show changes over the years, with a particular emphasis upon the WPS student subgroups targeted through SOA funding (Hispanic students, English Language Learners, and students with disabilities).

gb #0-126.1 - Administration/Mr. Foley  
(April 8, 2020)

Response of the Administration to the request to provide data from the current Early College Program in the WPS that would show the demographic make-up of those students who have participated in the program. In particular, indicate the number of students from the targeted WPS student subgroups (Hispanic students, English Language Learners, students with disabilities) and provide evidence that the Early College program is attracting students from these subgroups who were achieving at a lower level than their peers until high school.

gb #0-138 Administration  
(April 6, 2020)

To set the dates for the FY21 Budget Hearings.

gb #0-139 Mr. Monfredo/Mr. Foley  
(April 6, 2020)

Request that the Administration reach out to the community and corporate partners to raise funds for the purchase of Chromebooks for families to use during the pandemic.

GENERAL BUSINESS (continued)

ACTION

gb #0-140 Mr. Monfredo/Miss Biancheria/Mr. Foley/Mayor Petty  
(April 6, 2020)

Request that the Administration forward letters of appreciation to the staff for reaching out to families and students above and beyond the call of duty.

gb #0-141 Mr. Monfredo/Miss Biancheria/Mrs. Clancey/Mr. Foley/  
Ms. McCullough  
(April 6, 2020)

Request that the School Committee forward a letter to the Local Delegation and to Governor Baker with a request to cancel the MCAS testing for this year.

gb #0-142 Administration  
(April 6, 2020)

To accept the Massachusetts Skills Capital Grant in the amount of \$87,100.

gb #0-143 Administration  
(April 6, 2020)

To consider approval of a donation in the amount of \$25,000 from the Digital Federal Credit Union to support the programs of the WPS.

gb #0-144 Administration  
(April 7, 2020)

To consider amending all pending recognitions by forwarding letters to recipients in lieu of coming to a meeting.

gb #0-145 - Ms. Novick/Mrs. Clancey/Mr. Foley/Ms. McCullough/  
Mr. Monfredo  
(April 8, 2020)

Request that the Administration report weekly on the number of students in the Worcester Public Schools contacted during the closure, due to the pandemic and on the efforts made to reach those as yet unreachable.

GENERAL BUSINESS (continued)

ACTION

gb #0-146 - Ms. Novick/Mrs. Clancey/Mr. Foley/Ms. McCullough  
(April 8, 2020)

Request that the Administration report on the number of families that have:

- no internet access in their homes
- no electronic device for accessing the internet besides cell phones

and report back to the Committee with a plan to eliminate this gap in access.

For the purpose of this item, data on cell phones does not count as internet access.

gb #0-147 - Mrs. Clancey/Mr. Foley/Ms. McCullough/Mr. Monfredo/  
Ms. Novick  
(April 8, 2020)

Request that the Administration consider holding Individualized Education Plan (IEP) meetings during the shutdown.

gb #0-148 - Mrs. Clancey/Mr. Foley/Ms. McCullough/Mr. Monfredo/  
Ms. Novick  
(April 8, 2020)

Request that the Administration report on source of work assigned during the shutdown.

gb #0-149 - Ms. McCullough/Miss Biancheria/Mrs. Clancey/  
Mr. Foley/Mr. Monfredo/Ms. Novick  
(April 9, 2020)

To hold a live town hall meeting with the Superintendent and the Administration for students, parents and teachers to ask questions around remote learning and to get a general update from the district. Questions could possibly be asked through an online chat or submission feature.

gb #0-150 - Mr. Monfredo/Miss Biancheria/Mrs. Clancey/Mr. Foley/  
Mayor Petty  
(April 9, 2020)

Request that the Administration forward an e-mail to all teachers and nurses during the week of May 2<sup>nd</sup> for their dedication to the children of the Worcester Public Schools in celebration of Teachers and Nurses Appreciation Week.

GENERAL BUSINESS (continued)

ACTION

gb #0-151 - Mr. Monfredo/Miss Biancheria/Mrs. Clancey/Mr. Foley/  
Mayor Petty  
(April 9, 2020)

Request that the Administration forward a letter of thanks via E-mail during the week of April 20<sup>th</sup> to the secretaries and administrative assistants in appreciation of Administrative Professional Day.

gb #0-152 - Administration  
(April 9, 2020)

To review the status of the FY20 Budget and make appropriate transfers as required.

XI. EXECUTIVE SESSION

gb #0-153 - Administration  
(April 9, 2020)

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – Educational Association of Worcester, Units A & B (Educators/Administrators), Aides to the Physically Handicapped, Monitors and Drivers, Instructional Assistants, Parent Liaisons, Tutors, and Therapy Assistants; Massachusetts Nurses Association, Worcester School Nurses; N.A.G.E. R1-16, Cafeteria Workers; Massachusetts Laborers’ District Council for and in behalf of Worcester Public Service Employees Local Union 272 of the Laborers’ International Union of North America, AFL-CIO, Educational Secretaries.

XII. ADJOURNMENT

Helen A. Friel, Ed.D.  
Clerk of the School Committee

III. APPROVAL OF RECORDS  
Clerk  
(April 6, 2020)

ITEM - aor #0-15  
S.C. MEETING - 4-16-20

ITEM:

To consider approval of the Minutes of the School Committee Meeting of Thursday, April 2, 2020.

PRIOR ACTION:

BACKUP:

Annex A (20 pages) contains a copy of the Minutes of the School Committee Meeting of April 2, 2020.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve.

IN SCHOOL COMMITTEE  
 Worcester, Massachusetts  
 Thursday, April 2, 2020  
 Agenda #13

**In order to participate in all future public meetings in the Esther Howland Chamber, please call 415-655-0001 (Access Code: 735751404) to participate.**

The School Committee of the Worcester Public Schools met in Open Session at 7:23 p.m. in the Esther Howland Chamber at City Hall on Thursday, April 2, 2020.

There were present at the Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley,  
 Ms. McCullough, Mr. Monfredo and Ms. Novick and  
 Mayor Petty

Mayor Petty stated that the School Committee will recess into Executive Session to discuss the following items:

Executive Session 1.

gb #0-134 - Administration  
 (March 27, 2020)

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Contractual Arbitration – Three Teachers – Evaluation Grievance/ Educational Association of Worcester, Unit A.

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – All District Labor Unions – Coronavirus/COVID-19 Related Issues.

To conduct strategy sessions in preparation for negotiations with nonunion personnel – Non Represented Employees of the District – Coronavirus/COVID – 19 Related Issues.



On a roll call, the vote was as follows:

For the motion: Miss Biancheria Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick,  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

There were present at the Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

On a roll call of 7-0, the School Committee recessed to Executive Session from 6:00 p.m. to 7:20 p.m.

The School Committee reconvened in Open Session at 7:23 p.m.

There were present at the second Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Miss McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

The Pledge of Allegiance was offered.

## 2. APPROVAL OF RECORDS

aor #0-13 - Clerk (March 25, 2020)

Executive Session  
Minutes/approval of

To consider approval of the Executive Session Minutes of February 6, 2020 and March 5, 2020.

On a roll call, the vote to approve the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

Minutes/approval  
of

aor #0-14 - Clerk (March 27, 2020)

To consider approval of the Minutes of the School Committee Meeting of Thursday, March 26, 2020.

On a roll call, the vote to approve the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

IMMEDIATE ACTION

Student  
Representatives

3. qb #0-112 - Administration  
(March 25, 2020)

To consider input from the School Committee's student representatives.

Mayor Petty asked the student representatives to introduce themselves.

Daniella Obenewaa introduced herself and indicated she was from Worcester Technical High School.

Kwaku Nyarko introduced himself and indicated he was from Doherty Memorial High School.

On a roll call, the vote to file the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

GENERAL BUSINESS

4. gb #0-113 - Administration (March 26, 2020) Donations

To consider approval of the following donations:

- \$12 from a donor to the Worcester Public Schools
- \$200 from donors to the Head Start Programs at Greendale & Mill Swan in memory of Tig Richardson to be used for books and other educational materials.

On a roll call, the vote to approve the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
 Mr. Foley, Miss McCullough,  
 Mr. Monfredo, Ms. Novick  
 Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

5. The Mayor considered the following item gb #0-114, gb #0-115, gb #0-116 and gb #0-117 together.

gb #0-114 - Administration (March 26, 2020) Prior Fiscal Year Payment/Central MA Transit Management

To approve a prior fiscal year payment to Central MA Transit Management in the amount of \$127.50 for bus passes.

gb #0-115 - Administration (March 26, 2020) Prior Fiscal Year Payment/DATTCO Sales & Service

To approve a prior fiscal year payment to DATTCO Sales & Service in the amount of \$1,388.20 for services rendered in FY19.

Prior Fiscal Year  
Payment/  
Ransford  
Environmental  
Solutions

gb #0-116 - Administration  
(March 26, 2020)

To approve a prior fiscal year payment to Ransford Environmental Solutions in the total amount of \$425.00 for services rendered in FY19 at Wawecus Road School (\$150), Clark Street Developmental Learning (\$150) and Foley Stadium (\$125).

Prior Fiscal Year  
Payment/S&S  
Worldwide

gb #0-117 - Administration  
(March 26, 2020)

To approve a prior fiscal year payment to S&S Worldwide in the amount of \$30.49 for items received for the Child Study Department in FY19.

On a roll call, the vote to approve the items collectively was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

Grant/School  
Nutrition  
Equipment  
Assistance

6. gb #0-119 - Administration  
(March 26, 2020)

To accept the School Nutrition Equipment Assistance Grant in the amount of \$65,755.

On a roll call, the vote to approve the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

7. gb #0-120 - Ms. McCullough  
(March 26, 2020) Learning/update on

To provide an update on the virtual learning occurring within the district including, but not limited to, Special Ed, IEPs, 504s, AP and Dual Enrollment.

- gb #0-132 - Mrs. Clancey  
(March 27, 2020)

Compensatory  
Services/students with  
IEPs

Request that the Administration provide a report regarding the way in which it will provide service, including compensatory services, for students with IEPs.

**(gb #0-120 and gb #0-132 were considered together)**

Mrs. Seale indicated that she spoke with the Commissioner and the Assistant Commissioner of Education regarding services to students with disabilities during the pandemic. The most important concern right now is to keep the parents and students healthy and safe. The Special Education Department has been working diligently to keep in contact with the parents and families and is currently working on the level of educational needs for these students. She indicated that the district has identified learning opportunities for these students and that the WPS has provided a website, webinars and links for the parents to help child/ren around mindfulness and relaxation at home. There is also an online program, TeachTown, for parents to access the child's teacher. Through the guidance of DESE, the district is looking into developing learning plans for students based on the level of services that the Special Education teacher will provide through consultation as well as through direct services based on the IEPs. At this time, DESE stated that the IEPs do not have to be implemented as written but it is the district's responsibility to address the individual needs of the students to insure that they receive the appropriate education. The district will continue to get updates from DESE.

Mrs. Clancey requested information on how the district is going to service students with compensatory services when school is back in session.

Mrs. Seale stated that the guidance from DESE has not yet been provided for compensatory services. What DESE has shared is the fact that it is looking at it through the lens of additional services. That is determined individually through the IEP process and the district is not able to have IEP meetings at this time. Once the students return to school, the IEP teams will reconvene to determine whether or not the students are in need of compensatory services based on their regression or recoupment of skills.

Ms. McCullough requested that the Administration provide, in an email or Friday Letter, updates on the virtual learning occurring within the district including, but not limited to, Special Ed, IEPs, 504s, AP and Dual Enrollment.

On a roll call, the vote to file the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey, Mr. Foley, Miss McCullough, Mr. Monfredo, Ms. Novick Mayor Petty	7
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Against the motion:	$\frac{0}{7}$
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The motion carried.

Third Quarter  
Grades/consider  
pass or fail system

8. gb #0-121 - Miss Biancheria  
(March 26, 2020)

Request that the Administration consider a pass or fail system for third quarter grades.

Miss Biancheria asked the Administration to explain how students will be graded if they do not return to school for the fourth quarter. She further stated that the fourth quarter grades would enable some students to graduate and not receive Certificates of Attainment.

Superintendent Binienda stated that the schools are in the third quarter marking period and the principals indicated that they have enough marks in the system to grade the students. It is unknown what is going to happen for the fourth quarter. If students do not return to school, there is a policy that allows teachers to drop the lowest graded quarter so the students will be graded on the third instead of the fourth quarters. Teachers have also allowed students to pass in late assignments and continue to do so. She further stated that the district is waiting for guidance from the State relative to MCAS. Seniors have already taken the tests and are waiting for their grades. With guidance from the Commissioner, the Administration has developed a rubric that teachers will use to give feedback on the fourth quarter work. Students will not be graded for the fourth quarter.

Miss Biancheria made the following motion:

Request that the Administration provide a response on whether students will be graded for the fourth quarter marking period and indicate what the end results would be for students' grades.

On a voice vote, the motion was approved.

Miss McCullough requested a copy of the rubric.

Superintendent Binienda stated that she would forward it to the School Committee.

On a roll call, the vote to refer the item to the Administration was as follows:

For the motion: Miss Biancheria, Mrs. Clancey, Mr. Foley, Miss McCullough, Mr. Monfredo, Ms. Novick Mayor Petty	7
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Against the motion:	$\frac{0}{7}$
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The motion carried.

- Seniors/diplomas 9. gb #0-122 - Miss Biancheria  
(March 26, 2020)

Request that the Administration notify the seniors regarding the granting of diplomas to those who meet the requirements.

Superintendent Binienda stated that the seniors are not usually notified that they are graduating until the end of April or the beginning of May. At this point, the retest results and MCAS appeals have not yet been received from the State. Once these are received, students will be notified by phone. There are also students who will do buyback and guidance counselors will contact them regarding outstanding work to be completed. When everything is compiled, they will again call the students to let them know if they will graduate or not.

Miss Biancheria stated that she would like to volunteer her time to make calls to seniors regarding their graduation status.

Ms. Novick inquired as to the number of seniors that have the MCAS as a barrier to graduate.

Superintendent Binienda stated that each school keeps a record and that the MCAS Specialist knows how many schools have appeals out and will provide the response.

Ms. Novick asked if there were any arrangements made for students doing work using technology which requires online access.

Superintendent Binienda stated that the Gerald Creamer Program is the only program not up and running yet. Once the agreement with the EAW is finalized, teachers will be contacted as well as students.

Ms. Novick requested that the Administration keep the School Committee apprised of student graduation issues.

On a roll call, the vote to refer the item to the Administration was as follows:



For the motion: Miss Biancheria, Mrs. Clancey,  
 Mr. Foley, Miss McCullough,  
 Mr. Monfredo, Ms. Novick  
 Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

Mayor Petty left at 8:20 p.m. and returned at 8:25 p.m.

Vice-chairman Foley chaired the meeting from 8:20 p.m. to 8:25 p.m.

- 10. gb #0-123 - Mr. Monfredo  
 (March 26, 2020)

Drop Everything and Read Day Program and Poem In Your Pocket Day/celebrate in April

Request that the Administration share with families the Drop Everything and Read Day Program(DEAR) during the month of April in honor of Beverly Cleary’s birthday and consider implementing the POEM IN YOUR POCKET DAYS during the weekend of April 25th.

On a roll call, the vote to refer the item to the Administration was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
 Mr. Foley, Miss McCullough,  
 Mr. Monfredo, Ms. Novick 6

Against the motion: 0

Absent: Mayor Petty  $\frac{1}{7}$

The motion carried.

- 11. gb #0-124 - Mr. Monfredo  
 (March 26, 2020)

Parents’ Guide to Student Success/add to WPS website

Request that the Administration notify the Citywide Parent Planning Advisory Council and PTOs about the website on the Parents’ Guide to Student Success from the National PTA’s website regarding ideas for working with your child/ren at home.

Ms. McCullough made the following amendment to Mr. Monfredo’s item:

Request that the Administration **place on the WPS Extended Learning website information regarding** the Parents’ Guide to Student Success from the National PTA’s website with ideas for working with your child/ren at home.

On a roll call, the vote to refer the item as amended to the Administration was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

Grant/MassHire  
Central Regional  
Workforce 12.

qb #0-118 - Administration  
(March 26, 2020)

To accept the MassHire Central Regional Workforce Grant in the amount of \$5,300.

Ms. Novick requested information on the timeline and process for the MassHire Central Regional Workforce Grant that was signed by the City Solicitor on November 8, 2019.

Superintendent Binienda stated that she would provide the information on the timeline and process for this grant.

On a roll call, the vote to approve the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

13. gb #0-125 - Mr. Foley  
(March 27, 2020)

Student Opportunity  
Act for Early Literacy  
Initiatives and  
Curriculum

In response to a question from the Student Opportunity Act proposal regarding the success of the Early Literacy initiatives and curriculum, request that the Administration present comprehensive data showing the test scores for all student subgroups since these initiatives started. This data should show changes over the years, with a particular emphasis upon the WPS student subgroups targeted through SOA funding (Hispanic students, English Language Learners, and students with disabilities).

- gb #0-126 - Mr. Foley  
(March 27, 2020)

Early College Program/  
Demographic success  
of

Request that the Administration provide data from the current Early College Program in the WPS that would show the demographic make-up of those students who have participated in the program. In particular, indicate the number of students from the targeted WPS student subgroups (Hispanic students, English Language Learners, students with disabilities) and provide evidence that the Early College program is attracting students from these subgroups who were achieving at a lower level than their peers until high school.

**(gb #0-125 and gb #0-126 were considered together.)**

On a roll call, the vote to refer the items collectively to the Administration was as follows:

For the motion: Miss Biancheria, Mrs. Clancey, Mr. Foley, Miss McCullough, Mr. Monfredo, Ms. Novick Mayor Petty	7
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Against the motion:	<u>0</u> 7
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The motion carried.

School Building  
Projects/  
discontinue  
contraction during  
the pandemic

14. gb #0-127 - Ms. Novick  
(March 27, 2020)

Request that the Mayor ask the City Administration to reconsider the decision to continue construction on school building projects during the current pandemic.

Ms. Novick withdrew this item.

Mr. Monfredo left the meeting from 9:00 p.m. to 9:15 p.m.

Vendors/  
payments for

- gb #0-128 - Ms. Novick  
(March 27, 2020)

Request that the Administration report on the current payment of vendors, in light of MGL Ch. 41, sec. 56, requiring that services be received in order to be paid for.

Durham School  
Transportation/  
utilization of

- gb #0-131 - Mrs. Clancey  
(March 27, 2020)

Request that the Administration provide a report regarding how the City is utilizing Durham busses and drivers during the pandemic.

**(gb #0-128 and gb #0-131 were considered together.)**

Mr. Allen stated that, during the State closure, there are a number of vendors that are still being paid for their services to the school districts. The Administration is waiting for guidance from the Department of Revenue or DESE and it has not formally made payments to those vendors yet. To date, the guidance that DESE has provided is that the Special Education Collaborative is considered to be an extension of the school system and should be fully paid under the tuition assessment that was in the Budget. In addition, the district's tuition payment for in district transportation should be negotiated at a lower rate to continue services when the closure ends.

The district has reached an agreement with Durham School Services in the amount of 77% of the daily rate which will cover the cost of their employees' contractual earnings. This is a savings for the system of about \$85,000 per week. Durham School Services has also been available for the system by providing transportation for the homeless to both North High and Worcester Technical High schools.

Ms. Novick asked if there is evidence that Durham School Services is paying their employees.

Mr. Allen stated that, as part of the agreement, Durham is required to provide evidence of the weekly payroll.

Ms. Novick asked if there are any other outstanding vendors that have not been discussed.

Mr. Allen stated that the system is still waiting for guidance from DESE regarding out of district transportation providers.

Ms. Novick made the following motion:

Request that the Administration provide the information on out of district transportation services when DESE provides its guidance.

On a roll call of 6-0-1 (absent Mr. Monfredo), the motion was approved.

On a roll call, the vote to file the items collectively was as follows:

For the motion: Miss Biancheria, Mrs. Clancey, Mr. Foley, Miss McCullough, Ms. Novick, Mayor Petty	6
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Against the motion:	0
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Absent: Mr. Monfredo	$\frac{1}{7}$
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The motion carried.

Classroom  
Coverage for  
Teachers

16. gb #0-129 - Ms. Novick  
(March 27, 2020)

Request that the Administration report on coverage of classes of students whose teachers are on an extended leave or otherwise not working.

Ms. Boulais stated that the Superintendent has made the decision to retain the long-term substitute teachers that were currently teaching a classroom before the closing of the schools regardless of whether the teacher they were covering for returns or not. The Superintendent extended the commitment for long-term substitute teachers until May 1, 2020 due to the current circumstances. This will insure that, if there is a teacher that does goes out on a leave, a long-term substitute will be available to assist in that classroom. She further stated that, due to the current work conditions, many teachers who were either out or scheduled for a leave of absences decided to continue to work.

On a roll call, the vote to file the item was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Ms. Novick, Mayor Petty 6

Against the motion: 0

Absent: Mr. Monfredo  $\frac{1}{7}$

The motion carried.

Advanced  
Placement Exam  
Policy/consider  
amendment to

17. gb #0-130 - Ms. Novick  
(March 27, 2020)

To waive the policy requiring that students who take A.P. courses must take the A.P. test for that course.

Ms. Novick stated that she is asking her colleagues to take a vote to withdraw the policy on Advanced Placement Exams until the end of the school year.

She stated that requiring a student to take the exam is unjust given the circumstances and that the State has changed the exam from multiple choice to a 45 minute online written version that has to be mailed in. She further stated that she is concerned about the various software applications that the students have to download and their privacy issues. She feels that it is an equity issue.

Superintendent Binienda stated it is too early to make that decision to withdraw the policy and believes that every student must take the test. If the student doesn't take the test, he or she will drop to an honors class not the A.P. one. Due to the guidance from the State, students will only be tested on work that has been done from August to March.

Dr. Ganas stated that not only are the A.P. Coordinators, Principals and Administration providing additional support to students during this time but also the College Board has provided additional support to these students through their A.P. Classroom Program. The A.P. exam will only cover the contents learned through March and it will consist of two documents within the content area of the course. The students will have to analyze these two documents and submit their exam. If students do not have WiFi or a Chromebook, College Board has stated that it will provide the tools and supports to those students to allow them to take the exam. As for student privacy, the WPS will be getting guidance from the State soon along with the two dates for the exams and an indication of what software will be required.

Ms. Novick stated that if a student wants to be among the top 10% of their class, the only way that can happen is if a student pays for the A.P. exam. If they cannot pay for the exam, then they will not be able to become a valedictorian or salutatorian because the A.P. credits will not be on their transcript. She also stated that students have 2 dates to take the exam on their home computers or in writing, which in the past was multiple choice questions.

She wondered what that would look like in terms of the grading and scoring of this exam and does not think the system should be requiring students to take the exam at this time.

Dr. Ganas stated that the A.P. exam's fee is 93 dollars and that most of the students are on free or reduced lunch which allows them to take tests for a reduced cost of 15 dollars. When a student submits the form for the reduced fee, there are no questions asked. If a student is unable to pay the 15 dollars, the district does supplement it for them.

Ms. Novick stated that the form that the parents fill out has the income information on it which clearly states that you have to have a certain level of income to qualify for the reduced fee and this form is filled out after the student signs up for the A.P. course. She further stated that during the pandemic, the students should not be required to take the test.

Dr. Ganas stated that the all high schools provide an A.P. Family Night where information is provided to the parents and students on all available courses, an overview of the programs and the fees for the exam. The students are also told about the benefits of taking the A.P. exam to help them prepare for college.

Superintendent Binienda discussed the reduced fee and stated that all principals will help a student that is not able to pay for that reduced fee and therefore it is not an equity issue. In addition, the WPS awards A.P. diplomas to students who take the exam.



Student Representative Kwaku Nyarko discussed the difference between what the students expected when they signed up for the A.P. course and what is happening now. The A.P. Program from the College Board is a platform for students to take practice test questions. This is good but that program was designed on what the test was, not what it is now. To take a test in 45 minutes which was originally a two-hour exam is not feasible. He believes that the test should not be mandatory at this time. He feels that it is not the A.P. exam that makes the class advanced but rather the hard work and the challenges that make it advanced.

Mr. Foley stated that the two different issues being discussed are equity and the A.P. exam. He would like to discuss these issues at a later date when the Committee and the Administration are able to review all the information. He also stated that he was happy to hear that the College Board is providing support to the students and would like the Administration to encourage them to take the test. However, he thinks that it should not be mandatory and the Committee should waive the requirement at this time.

Ms. McCullough indicated that many parents are concerned that what their child has studied in the A.P. course is not what will be on the test and that their child is not comfortable taking the exam at this point in time. She also reiterated what Superintendent Binienda had stated, that if a student chooses not to take the A.P. exam, it will impact their GPA and that course will be considered an honors course on their transcript.

Mrs. Clancey requested that all parents and students are notified of the information regarding the benefits of taking the A.P exam and the impact of not taking it.

Mr. Foley questioned that if the Committee votes to waive the policy to allow students not to take the A.P. exam, why can't it also waive the policy to keep the course as an A.P course not an honors course for those students who don't take the exam.

Superintendent Binienda stated that there would be no benefit to those students who do decide to take the test. Why should the students who decided not to take the test get the same benefit as the students who did take the test.

Ms. Novick made the following amendment to her item:

Request that the School Committee strike the final 2 sentences of the Advanced Placement Exam Policy, effective for this school year as follows:

Students must take the Advanced Placement Examination in their course in order to receive Advanced Placement credit for the course. Students who do not take the Advanced Placement Examination, but pass the course, shall receive honors credit for the course.

On a roll call of 5-2 (nays Miss Biancheria and Mr. Monfredo), the item as amended was approved.

On a roll call, the vote was as follows:

For the motion: Mrs. Clancey, Mr. Foley, Miss McCullough, Ms. Novick, Mayor Petty	5
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Against the motion: Miss Biancheria, Mr. Monfredo	$\frac{2}{7}$
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The motion carried.

18. gb #0-133 - Mrs. Clancey  
(March 27, 2020)

Student Learning/  
efforts during the shut  
down

Request that the Administration provide a report on ongoing efforts to engage students in learning during the shutdown.

On a roll call, the vote to refer the item to the Administration was as follows:

For the motion: Miss Biancheria, Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick  
Mayor Petty 7

Against the motion:  $\frac{0}{7}$

The motion carried.

The meeting adjourned at 9:40 p.m.

Helen A. Friel, Ed.D.  
Clerk of the School Committee

III. APPROVAL OF RECORDS  
Clerk  
(April 6, 2020)

ITEM - aor #0-16  
S.C. MEETING - 4-16-20

ITEM:

To consider approval of the Executive Session Minutes of February 7, 2019, June 20, 2019, August 15, 2019, September 5, 2019, October 3, 2019, December 5, 2019, December 19, 2019 and. February 27, 2020.

PRIOR ACTION:

BACKUP:

Annex A (21 pages) contains a copy of the Executive Session Minutes of February 7, 2019, June 20, 2019, August 15, 2019, September 5, 2019, October 3, 2019, December 5, 2019, December 19, 2019 and. February 27, 2020.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve.

EXECUTIVE SESSION

It was moved to recess to Executive Session in order to discuss:

- To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #18/19-1.
- To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #18/19-5.
- To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining for Plumbers and Steamfitters - IUPE, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining for Tradesmen - IUPE, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

The Mayor stated that the committee may reconvene in Open Session after the Executive Session.

On a roll call of 5-0-2, (absent Miss Biancheria and Mr. O'Connell), the School Committee recessed to Executive Session in the Mayor's Office at 6:05 p.m.

There were present at the Call to Order:

Mr. Comparetto, Mr. Foley, Miss McCullough, Mr. Monfredo and Mayor Petty

There were absent: Miss Biancheria and Mr. O'Connell

Mr. O'Connell arrived at 6:10 p.m.

Miss Biancheria arrived at 6:25 p.m.

Superintendent Binienda represented the Administration.

Others in attendance: Mr. Allen, Ms. Boulais, B. Kaake, R. Nugent, M. Baronoff, Dr. Meade-Montaque, S. Tolor, J. Pisegna  
Attorney Sweeney and Dr. Friel

- I. To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #18/19-1.

Pursuant to action taken in Executive Session, it was moved to deny Grievance #18/19-1.

On a roll call of 7-0, the Grievance was denied.

- II. To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #18/19-5.

This Grievance was solved prior to this meeting.

- III. To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed the Status of negotiations for Aides to the Physically Handicapped and Monitors.

- IV. To discuss strategy with respect to collective bargaining for Plumbers and Steamfitters - IUPE, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed an update on the Memorandum of agreement for the Plumbers and Steamfitters - IUPE.

- V. To discuss strategy with respect to collective bargaining for Tradesmen - IUPE, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed an update on the Memorandum for Tradesmen - IUPE.

The Executive Session adjourned at 7:00 p.m.

EXECUTIVE SESSION

The Mayor convened in Open Session in order to recess to Executive Session to:

- To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation for a Clarification and Accretion (CAS) Petition by the EAW regarding large bus drivers, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

On a roll call of 7-0 the motion was approved.

The Mayor stated that the committee may reconvene in Open Session after the Executive Session.

The School Committee recessed to Executive Session at 6:25 p.m.

There were present at the Call to Order:

Miss Biancheria, Mr. Comparetto, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell and Mayor Petty

Superintendent Binienda represented the Administration.

Others in attendance: Ms. Boulais, B. Kaake, R. Nugent, Dr. O'Neil, Attorney Sweeney and Dr. Friel

- To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

It was moved to ratify the terms of the Memorandum of Agreement between the School Committee and the Aides to the Physically Handicapped and Monitors, effective through June 30, 2019.

On a roll call of 7-0, it was approved.

- II. To discuss strategy with respect to litigation for a Clarification and Accretion (CAS) Petition by the EAW regarding large bus drivers, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed the litigation for the EAW CAS Petition Bus Drivers.

The Executive Session adjourned at 7:15 p.m.



EXECUTIVE SESSION

The Mayor convened in Open Session in order to recess to Executive Session:

- To discuss strategy with respect to litigation for EAW CAS Petition Bus Drivers, if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares.

On a roll call of 6-0-1 (absent Mr. Comparetto), the motion was approved.

The Mayor stated that the committee may reconvene in Open Session after the Executive Session.

The School Committee recessed to Executive Session at 5:15 p.m.

There were present at the Call to Order:

Miss Biancheria, Mr. Foley, Miss McCullough, Mr. Monfredo, Mr. O'Connell and Mayor Petty

There was absent Mr. Comparetto

Superintendent Binienda represented the Administration.

Others in attendance: R. Nugent, Dr. O'Neil, Attorney Reichert, Attorney Sweeney and Dr. Friel

- I. To discuss strategy with respect to litigation for EAW CAS Petition Bus Drivers, if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares.

Attorney Sweeney discussed the litigation for the EAW CAS Petition Bus Drivers.

The Executive Session adjourned at 5:25 p.m.

IN SCHOOL COMMITTEE  
Worcester, Massachusetts  
Thursday, September 5, 2019

### EXECUTIVE SESSION

The Vice Chair convened in Open Session in order to recess to Executive Session to:

- To discuss strategy with respect to collective bargaining for Plumbers and Steamfitters, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining for Tradesmen, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Bus Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares - Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares – Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares - Jennifer Foley v. City of Worcester School Department, U.S. District Court Civil Action No. 4:19-CV-40109-TSH.

On a roll call of 4-0-3 (absent Miss Biancheria, Mr. Comparetto and Mayor Petty), the motion was approved.

Vice-Chairman McCullough stated that the committee may reconvene in Open Session after Executive Session.

Miss Biancheria arrived at 6:10 p.m.

The School Committee recessed to Executive Session at 6:05 p.m.

There were present at the Call to Order:

Miss Biancheria, Mr. Foley, Miss McCullough, Mr. Monfredo and Mr. O'Connell

Mr. Comparetto and Mayor Petty were absent.

Superintendent Binienda represented the Administration.

Others in attendance: Mr. Allen, Ms. Boulais, Dr. O'Neil, Attorney Sweeney  
and Dr. Friel

(Consider items I and II together.)

- I. To discuss strategy with respect to collective bargaining for Plumbers and Steamfitters, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- II. To discuss strategy with respect to collective bargaining for Tradesmen, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed the status of negotiations for the Plumbers and Steamfitters and the Tradesmen.

- III. To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Bus Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Held for September 19,2019.

- IV. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares - Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.

Attorney Sweeney discussed the status of the litigation for the Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.

- V. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares – Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

Attorney Sweeney discussed the status of the litigation for the Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

- VI. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares - Jennifer Foley v. City of Worcester School Department, U.S. District Court Civil Action No. 4:19-CV-40109-TSH.

Attorney Sweeney discussed the status of the litigation for Jennifer Foley v. City of Worcester School Department, U.S. District Court Civil Action No. 4:19-CV-40109-TSH.

The Executive Session adjourned at 7:00 p.m.

IN SCHOOL COMMITTEE  
Worcester, Massachusetts  
Thursday, September 19, 2019

EXECUTIVE SESSION

Vice-Chair McCullough convened in Open Session in order to recess to Executive Session:

- To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #18/19-10.
- To discuss strategy with respect to collective bargaining for Plumbers and Steamfitters, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining for Tradesmen, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares - Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares – Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

On a roll call of 4-0-3 (absent Miss Biancheria, Mr. O'Connell and Mayor Petty), the motion was approved.

Vice-Chairman McCullough stated that the committee may reconvene in Open Session after Executive Session.

There were present at the Call to Order:

Mr. Comparetto, Mr. Foley, Miss McCullough and Mr. Monfredo

There were absent: Miss Biancheria Mr. O'Connell and Mayor Petty

Miss Biancheria arrived at 6:10 p.m.

Mayor Petty arrived at 6:20 p.m.

The School Committee recessed to Executive Session at 6:05 p.m.

There were present at the second Call to Order:

Miss Biancheria, Mr. Comparetto, Mr. Foley, Miss McCullough, Mr. Monfredo, and Mayor Petty

There was absent: Mr. O'Connell

Mr. O'Connell arrived at 6:50 p.m.

Superintendent Binienda represented the Administration.

Others in attendance: M. Baranoff, B. Kaake, R. Nugent, Dr. O'Neil, Attorney Reichart, Attorney Sweeney, M. Verdees and Dr. Friel

- I. To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #18/19-10.

Held

- II. To discuss strategy with respect to collective bargaining for Plumbers and Steamfitters, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed the status of proposed negotiations for the Plumbers and Steamfitters.

- III. To discuss strategy with respect to collective bargaining for Tradesmen, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed the status of proposed negotiations for the Tradesmen.

- IV. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares - Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.

Attorney Sweeney discussed the status of the litigation for the Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.

- V. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares – Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

Attorney Sweeney discussed the status of the litigation for the Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

The Executive Session adjourned at 7:30 p.m.

EXECUTIVE SESSION

The Acting Vice-Chairman O'Connell convened in Open Session in order to recess to Executive Session to:

- To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #19/20-3.
- To discuss strategy with respect to litigation for Worker's Compensation- teacher, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation-teacher, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Bus Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares - Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares – Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

On a roll call of 4-0-3 (absent Mr. Comparetto, Miss McCullough and Mayor Petty), the motion was approved.

Acting Vice-Chairman O'Connell stated that the committee may reconvene in Open Session after Executive Session.

The School Committee recessed to Executive Session at 6:12 p.m.



There were present at the Call to Order:

Miss Biancheria, Mr. Foley, Mr. Monfredo and Mr. O'Connell

There were absent: Mr. Comparetto, Miss McCullough and Mayor Petty

Superintendent Binienda represented the Administration.

Others in attendance: Mr. Allen, Ms. Boulais, H. Klash, C. Moussa, Dr. O'Neil, Attorney Sweeney and Dr. Friel

- I. To discuss strategy with respect to collective bargaining and to conduct collective bargaining regarding Grievance #19/20-3.

Attorney Sweeney discussed the grievance.

It was moved to deny Grievance 19/20-3.

On a roll call of 4-1-2 (nay Miss Biancheria) (absent Miss McCullough and Mayor Petty), Grievance 19/20-3 was denied.

- II. To discuss strategy with respect to litigation for Worker's Compensation- teacher, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney McMahon discussed the worker's compensation case for a teacher.

- III. To discuss strategy with respect to litigation-teacher, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney Sweeney discussed the status of the litigation for a teacher.

- IV. To discuss strategy with respect to collective bargaining for Aides to the Physically Handicapped and Bus Monitors, if an open meeting may have a detrimental effect on the collective bargaining position of the School Committee and the chair so declares.

Attorney Sweeney discussed the status of negotiations for the Aides to the Physically Handicapped and Bus Monitors.

- V. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the School Committee and the chair so declares - Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.

Attorney Sweeney discussed the status of the litigation for the Educational Association of Worcester and Worcester School Committee, Commonwealth of Massachusetts Department of Labor Relations, Case No. CAS-19-7323.

On a roll call of 4-0-3 (absent Mr. Comparetto, Miss McCullough and Mayor Petty), it was moved to authorize the Superintendent to sing off on this case.

- VI. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares – Worcester School Committee v. International Union of Public Employees, Tradesmen, Local – 135 and International Union of Public Employees, Plumbers and Steamfitters, Local – 125, Worcester Superior Court Civil Action No. 1885CV01520.

Attorney Sweeney discussed the status of the litigation for the Worcester\_School Committee v. International Union of Public Employees, Tradesmen, Local-135 and International Union of Public Employees, Plumbers and Steamfitters, Local-125, Worcester Superior Court Civil Action No. 1885CV01520.

The Executive Session adjourned at 7:25 p.m.

EXECUTIVE SESSION

The Mayor convened in Open Session in order to recess to Executive Session to:

- To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Statutory and Contractual Arbitration - Teacher/Educational Association of Worcester.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Janie Lanza Vowles, Personal Representative Estate of Suzanne F. Miville v. Worcester Public Schools, MCAD Docket No. 1785CV00162.
- To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – International Union of Public Employees, Local 125 - Plumbers and Steamfitters.
- To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – International Union of Public Employees, Local 135 - Tradesmen.

On a roll call of 4-0-3 (absent Miss Biancheria, Ms. Colorio and Mr. Comparetto), the motion was approved.

Mayor Petty stated that the committee may reconvene in Open Session after the Executive Session.

The School Committee recessed to Executive Session at 6:05 p.m.

There were present at the Call to Order:

Mr. Foley, Miss McCullough Mr. Monfredo and Mayor Petty

There were absent: Miss Biancheria, Ms. Colorio and Mr. Comparetto

Ms. Colorio arrived at 6:25 p.m.

Superintendent Binienda represented the Administration.

Others in attendance: Mr. Allen, Ms. Boulais, School Committee member elect Clancey, School Committee member elect Novick, Dr. O'Neil, Attorney Sweeney and Dr. Friel

- To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Statutory and Contractual Arbitration - Teacher/Educational Association of Worcester.

Attorney Sweeney discussed the proposed litigation for the Contractual Arbitration–Instructional Assistant/Educational Association of Worcester.

- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Janie Lanza Vowles, Personal Representative Estate of Suzanne F. Miville v. Worcester Public Schools, MCAD Docket No. 1785CV00162.

Attorney Sweeney discussed the proposed litigation for Janie Lanza Vowles, Personal Representative for the Estate of Suzanne F. Miville v. Worcester Public Schools, MCAD Docket No. 1785CV00162.

- To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – International Union of Public Employees, Local 125 - Plumbers and Steamfitters.
- To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – International Union of Public Employees, Local 135 - Tradesmen.

(These two items were taken together.)

Attorney Sweeney discussed the proposed contracts for both the Plumbers and Steamfitters and the Tradesmen. He discussed a possible one-year contract with a 2% raise.

The Executive Session adjourned at 6:55 p.m.

IN SCHOOL COMMITTEE  
Worcester, Massachusetts  
Thursday, December 19, 2019

EXECUTIVE SESSION

The Mayor convened in Open Session in order to recess to Executive Session to:

- To discuss strategy with respect to litigation for a Worker's Compensation for a School Bus Driver, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation for a Worker's Compensation for a Facilities Coordinator, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.
- To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Contractual Arbitration – Instructional Assistant/Educational Association of Worcester.
- To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Janie Lanza Vowles, Personal Representative Estate of Suzanne F. Miville v. Worcester Public Schools, MCAD Docket No. 1785CV00162.

On a roll call of 6-0-1 (absent Mr. Comparetto), the motion was approved.

There were present at the Call to Order:

Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough, Mr. Monfredo and Mayor Petty

There was absent: Mr. Comparetto

Mayor Petty stated that the committee may reconvene in Open Session after the Executive Session.

The School Committee recessed to Executive Session at 6:05 p.m.

There were present at the Call to Order:

Miss Biancheria, Ms. Colorio, Mr. Foley, Miss McCullough Mr. Monfredo and Mayor Petty

Mr. Comparetto was absent.

Superintendent Binienda represented the Administration.

Others in attendance: Mr. Allen, Ms. Boulais, School Committee member elect Clancey, Attorney McMahon, School Committee member elect Novick, Dr. O'Neil, Attorney Reichert, Attorney Sweeney and Dr. Friel

- I. To discuss strategy with respect to litigation for a Worker's Compensation for a School Bus Driver, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney McMahon discussed the proposed Worker's Compensation settlement for a School Bus Driver.

The School Committee granted authority to Attorney McMahon to settle the Worcester's Compensation case for \$30,000 for a school bus driver with no liability.

- II. To discuss strategy with respect to litigation for a Worker's Compensation for a Facilities Coordinator, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney McMahon discussed the proposed Worker's Compensation settlement for a Facilities Coordinator.

The School Committee granted authority to Attorney McMahon to settle the Worcester's Compensation case for \$47,500 for a Facilities Coordinator with no liability.

- III. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Contractual Arbitration – Instructional Assistant/Educational Association of Worcester.

Attorney Sweeney discussed the proposed litigation and the School Committee granted authority to Attorney Sweeney to settle for up to \$40,000 for the Contractual Arbitration – Instructional Assistant/ Educational Association of Worcester.

- IV. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Janie Lanza Vowles, Personal Representative Estate of Suzanne F. Miville v. Worcester Public Schools, MCAD Docket No. 1785CV00162.

Attorney Sweeney discussed the proposed litigation for Janie Lanza Vowles, Personal Representative for the Estate of Suzanne F. Miville v. Worcester Public Schools, MCAD Docket No. 1785CV00162.

The School Committee suggested to settle the case for \$15,000.

The Executive Session adjourned at 6:55 p.m.

EXECUTIVE SESSION

The Mayor convened in Open Session in order to recess to Executive Session to:

- To discuss strategy with respect to litigation for Worker's Compensation- Instructional Assistant, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation for Worker's Compensation- School Nurse, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.
- To discuss strategy with respect to litigation for Worker's Compensation- School Secretary, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

On a roll call of 6-1 (absent Miss Biancheria), the motion was approved.

Mayor Petty stated that the committee may reconvene in Open Session after the Executive Session.

The School Committee recessed to Executive Session at 6:15 p.m.

There were present at the Call to Order:

Mrs. Clancey, Mr. Foley, Miss McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

There was absent: Miss Biancheria

Miss Biancheria arrived at 6:20 p.m.

Superintendent Binienda represented the Administration.

Others in attendance: Attorney McMahon, Mr. Allen, Ms. Boulais, Dr. O'Neil and Dr. Friel



To discuss strategy with respect to litigation for Worker's Compensation-Instructional Assistant, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney McMahon discussed a proposed worker's compensation settlement for an Instructional Assistant.

It was moved to approve a Worker's Compensation settlement in the amount of \$48,500 for an Instructional Assistant.

On a roll call of 7-0, the Worker's Compensation settlement was approved.

To discuss strategy with respect to litigation for Worker's Compensation-School Nurse, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney McMahon discussed a proposed worker's compensation settlement for a School Nurse.

It was moved to approve a Worker's Compensation settlement in the amount of \$35,000 for a School Nurse.

On a roll call of 7-0, the Worker's Compensation settlement was approved.

To discuss strategy with respect to litigation for Worker's Compensation-School Secretary, if an open meeting may have a detrimental effect on the litigating position of the School Committee and the chair so declares.

Attorney McMahon discussed a proposed Worker's Compensation settlement for a School Secretary.

It was moved to approve a Worker's Compensation settlement in the amount of \$25,000 for a School Secretary.

On a roll call of 7-0, the Worker's Compensation settlement was approved.

The Executive Session adjourned at 6:20 p.m.

III. APPROVAL OF RECORDS  
Clerk  
(April 10, 2020)

ITEM - aor #0-17  
S.C. MEETING - 4-16-20

ITEM:

To consider approval of the Minutes of the School Committee Meeting of Wednesday, April 8, 2020.

PRIOR ACTION:

BACKUP:

Annex A (5 pages) contains a copy of the Minutes of the School Committee Meeting of April 8, 2020.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve.

IN SCHOOL COMMITTEE  
Worcester, Massachusetts  
Wednesday, April 8, 2020  
Agenda #14

**In order to participate in all future public meetings in the Esther Howland Chamber, please call 415-655-0001 (Access Code: 735751404) to participate.**

The School Committee of the Worcester Public Schools met in Open Session at 12:30 p.m. in the Esther Howland Chamber at City Hall on Wednesday, April 8, 2020.

The Pledge of Allegiance was offered.

There were present at the Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo and Ms. Novick and Mayor Petty

Mayor Petty stated that the School Committee will recess into Executive Session to discuss the following items:

Executive Session 1.

gb #0-135 - Administration  
(April 6, 2020)

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – Coronavirus/ COVID-19 Related Issues – Educational Association of Worcester, Units A & B (Educators/ Administrators); Aides to the Physically Handicapped, Monitors and Drivers; Instructional Assistants; Parent Liaisons; Tutors; and Therapy Assistants.

On a roll call, the vote was as follows:

For the motion: Miss Biancheria Mrs. Clancey,  
Mr. Foley, Miss McCullough,  
Mr. Monfredo, Ms. Novick,  
Mayor Petty 7

Against the motion: 0  
7

The motion carried.

There were present at the Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

On a roll call of 7-0, the School Committee recessed to Executive Session from 12:30 p.m. to 1:00 p.m.

The School Committee reconvened in Open Session at 1:04 p.m.

There were present at the second Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Miss McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

The Pledge of Allegiance was offered.

There were present at the second Call to Order:

Miss Biancheria, Mrs. Clancey, Mr. Foley, Ms. McCullough, Mr. Monfredo, Ms. Novick and Mayor Petty

2. Pursuant to action taken in Executive Session, it was moved to ratify the Memorandum of Agreement between the School Committee and the Educational Association of Worcester, Units A & B regarding Coronavirus-related negotiations.

Memorandum of Agreement/Units A & B

On a roll call of 7-0, the Memorandum of Agreement was approved.

3. Pursuant to action taken in Executive Session, it was moved to ratify the Memorandum of Agreement between the School Committee and the Educational Association of Worcester, Aides to the Physically Handicapped, Monitors and Drivers Unit regarding Coronavirus-related negotiations.

Memorandum of Agreement/Aides to the Physically Handicapped, Monitors and Drivers Unit

On a roll call of 7-0, the Memorandum of Agreement was approved.

Memorandum of Agreement/  
Instructional Assistants Unit,  
Parent Liaison Unit,  
Therapy Assistant Unit, and  
Tutors Unit

4. Pursuant to action taken in Executive Session, it was moved to ratify the Memorandum of Agreement between the School Committee and the Educational Association of Worcester, Instructional Assistants Unit, Parent Liaison Unit, Therapy Assistant Unit, and Tutors Unit (collectively referred to herein as the "ESP Units") regarding Coronavirus-related negotiations.

On a roll call of 7-0, the Memorandum of Agreement was approved.

GENERAL BUSINESS

April Vacation/  
consider  
cancellation of

5. gb #0-136 - Administration  
(April 6, 2020)

To consider the cancellation of the upcoming April vacation.

Superintendent Binienda stated that teachers were asked, through a survey from the EAW, if they would be willing to work through April vacation (April 21, 22, 23 and 24) and end the school year on June 12, 2020. This survey will be finalized at 4:00 p.m. on April 8, 2020. At this point, prior to the final tally, there is an overwhelming response from the teachers that they are in favor of this change.

Ms. Novick questioned why the Administration would change the end of the school year date from June 18<sup>th</sup> to June 12<sup>th</sup> when there would not be enough instructional days to meet the requirement of the State. She further stated that she would like to know if there is a contractual agreement for this change.

Superintendent Binienda stated that if the teachers work during the April vacation and the last day of school is June 18<sup>th</sup> it would be adding four additional days to the work year.

Ms. Novick stated that it is her understanding that in the teachers' contract they are paid for 183 instructional days. The Memorandum of Agreement was just reinstated on Monday, April 6, 2020 when the teachers have been already out two weeks prior to this.

Mr. Allen stated that if the system keeps the end of school date as June 18, 2020, that would cost the system approximately 1 million dollars a day to pay the teachers.

Ms. Novick stated that the two weeks were considered work days not instructional time and she feels this is a contractual issue.

Superintendent Binienda stated that the addition of the four days at the end of the school year would have a significant financial impact on the system. In addition, teachers continued to provide instructional support to students during the start of the shutdown. In summary, the EAW has forwarded the survey to all teachers, principals and staff regarding working through April vacation and ending the school year on June 12, 2020.

Ms. Novick requested that her colleagues vote on the cancellation of April vacation not on the June 12, 2020 date to end the school year. She further stated she would like a legal opinion on the contract terms for the last day of school and whether or not it is a negotiable issue.

Mayor Petty agreed that a legal opinion should be sought. He also stated that teachers were providing instruction for the last few weeks and that they were under the assumption that they were working under their contract terms.

Miss Biancheria stated that if the School Committee only votes on half of the agreement with the EAW then it will have to schedule another meeting to vote on the last date of school. She further stated that the survey that, was forwarded to all teachers, included working during the April vacation and changing the final day of school to June 12<sup>th</sup> rather than June 18<sup>th</sup>.

Mr. Foley stated that he agrees that the WPS needs more instructional time but his understanding was that during the first two weeks of the shutdown, the teachers were doing voluntary instructional time for which they were paid. Therefore, he believes that those days count as instructional days in the contract. He further stated that if four additional days were added, it would have a financial impact on the system.

Mayor Petty stated that it was also his understanding, with the agreement from the EAW, to have the teachers work through April vacation and have June 12, 2020, as the end of the school year.

Mrs. Clancey asked the Administration when the survey would be completed and Superintendent Binienda indicated that it will be finalized at 4:00 p.m. During the meeting Roger Nugent President of the EAW informed her that 93% of the teachers voted to work during April vacation for this year only and end the school on June 12<sup>th</sup>.

Mayor Petty made the following motion:

Request that the School Committee vote to cancel the April vacation which extends from Tuesday April 21, 2020 through Friday, April 24, 2020 and to end the school year on June 12, 2020 rather than June 18, 2020.

On a roll call of 7-0, the motion was approved.

Ms. Novick asked for clarification that Friday, April 10, 2020 will still be considered a vacation day.

Superintendent Binienda stated that Friday is a vacation day and that all the principals and teachers were notified and asked to notify parents and students.

The meeting adjourned at 1:30 p.m.

Helen A. Friel, Ed.D.  
Clerk of the School Committee

IV. MOTION FOR RECONSIDERATION  
Miss Biancheria  
(April 3, 2020)

ITEM - gb #0-130  
S.C. MEETING - 4-16-20

ITEM:

To reconsider the vote taken to waive the Advanced Placement Policy by not administering any AP exams this year.

PRIOR ACTION:

- 4-2-20 - Ms. Novick stated that she is asking her colleagues to take a vote to withdraw the policy on Advanced Placement Exams until the end of the school year. She stated that requiring a student to take the exam is unjust given the circumstances and that the State has changed the exam from multiple choice to a 45 minute online written version that has to be mailed in. She further stated that she is concerned about the various software applications that the students have to download and their privacy issues. She feels that it is an equity issue.
- Superintendent Binienda stated it is too early to make that decision to withdraw the policy and believes that every student must take the test. If the student doesn't take the test, he or she will drop to an honors class not the A.P. one. Due to the guidance from the State, students will only be tested on work that has been done from August to March. **(Continued on page 2.)**

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Prerogative of the School Committee.



PRIOR ACTION (continued)

4-2-20 - Dr. Ganas stated that not only are the A.P. Coordinators,  
(continued) Principals and Administration providing additional support to students during this time but also the College Board has provided additional support to these students through their A.P. Classroom Program. The A.P. exam will only cover the contents learned through March and it will consist of two documents within the content area of the course. The students will have to analyze these two documents and submit their exam. If students do not have WiFi or a Chromebook, College Board has stated that it will provide the tools and supports to those students to allow them to take the exam. As for student privacy, the WPS will be getting guidance from the State soon along with the two dates for the exams and an indication of what software will be required.

Ms. Novick stated that if a student wants to be among the top 10% of their class, the only way that can happen is if a student pays for the A.P. exam. If they cannot pay for the exam, then they will not be able to become a valedictorian or salutatorian because the A.P. credits will not be on their transcript. She also stated that students have 2 dates to take the exam on their home computers or in writing, which in the past was multiple choice questions. She wondered what that would look like in terms of the grading and scoring of this exam and does not think the system should be requiring students to take the exam at this time.

Dr. Ganas stated that the A.P. exam's fee is 93 dollars and that most of the students are on free or reduced lunch which allows them to take tests for a reduced cost of 15 dollars. When a student submits the form for the reduced fee, there are no questions asked. If a student is unable to pay the 15 dollars, the district does supplement it for them.

Ms. Novick stated that the form that the parents fill out has the income information on it which clearly states that you have to have a certain level of income to qualify for the reduced fee and this form is filled out after the student signs up for the A.P. course. She further stated that during the pandemic, the students should not be required to take the test.

Dr. Ganas stated that the all high schools provide an A.P. Family Night where information is provided to the parents and students on all available courses, an overview of the programs and the fees for the exam. The students are also told about the benefits of taking the A.P. exam to help them prepare for college.

Superintendent Binienda discussed the reduced fee and stated that all principals will help a student that is not able to pay for that reduced fee and therefore it is not an equity issue. In addition, the WPS awards A.P. diplomas to students who take the exam.

PRIOR ACTION (continued)

4-2-20 - Student Representative Kwaku Nyarko discussed the difference (continued) between what the students expected when they signed up for the A.P. course and what is happening now. The A.P. Program from the College Board is a platform for students to take practice test questions. This is good but that program was designed on what the test was, not what it is now. To take a test in 45 minutes which was originally a two-hour exam is not feasible. He believes that the test should not be mandatory at this time. He feels that it is not the A.P. exam that makes the class advanced but rather the hard work and the challenges that make it advanced.

Mr. Foley stated that the two different issues being discussed are equity and the A.P. exam. He would like to discuss these issues at a later date when the Committee and the Administration are able to review all the information. He also stated that he was happy to hear that the College Board is providing support to the students and would like the Administration to encourage them to take the test. However, he thinks that it should not be mandatory and the Committee should waive the requirement at this time.

Ms. McCullough indicated that many parents are concerned that what their child has studied in the A.P. course is not what will be on the test and that their child is not comfortable taking the exam at this point in time. She also reiterated what Superintendent Binienda had stated, that if a student chooses not to take the A.P. exam, it will impact their GPA and that course will be considered an honors course on their transcript.

Mrs. Clancey requested that all parents and students are notified of the information regarding the benefits of taking the A.P exam and the impact of not taking it.

Mr. Foley questioned that if the Committee votes to waive the policy to allow students not to take the A.P. exam, why can't it also waive the policy to keep the course as an A.P course not an honors course for those students who don't take the exam.

Superintendent Binienda stated that there would be no benefit to those students who do decide to take the test. Why should the students who decided not to take the test get the same benefit as the students who did take the test.

Ms. Novick made the following amendment to her item:

Request that that the School Committee strike the final 2 sentences of the Advanced Placement Exam Policy, effective for this school year as follows:

Students must take the Advanced Placement Examination in their course in order to receive Advanced Placement credit for the course. Students who do not take the Advanced Placement Examination, but pass the course, shall receive honors credit for the course.

On a roll call of 5-2 (nays Miss Biancheria and Mr. Monfredo), the item as amended was approved.

V. IMMEDIATE ACTION  
Administration  
(April 6, 2020)

ITEM - gb #0-137  
S.C. MEETING - 4-16-20

ITEM:

To consider input from the School Committee's student representatives.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

File.

VI. REPORT OF THE SUPERINTENDENT  
Administration  
(April 10, 2020)

ITEM - ros #0-5  
S.C. MEETING - 4-16-20

ITEM:

FY21 UPDATED BUDGET ESTIMATE

PRIOR ACTION:

BACKUP:

The backup will be provided prior to the meeting.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve.

X. GENERAL BUSINESS  
Administration/Ms. Novick  
(April 8, 2020)

CURRENT ITEM - gb #0-118.1  
S.C. MEETING - 4-16-20

1ST ITEM gb #0-118 S.C.MTG.  
2ND ITEM gb #0-118.1 S.C.MTG.

ITEM:

Response of the Administration to the motion to provide the timeline and process for the MassHire Central Regional Workforce Grant.

ORIGINAL ITEM: Administration (March 26, 2020)

To accept the MassHire Central Regional Workforce Grant in the amount of \$5,300.

PRIOR ACTION:

4-2-20 - Ms. Novick requested information on the timeline and process for the MassHire Central Regional Workforce Grant that was signed by the City Solicitor on November 8, 2019. Superintendent Binienda stated that she would provide the information on the timeline and process for this grant. On a roll call, 7-0, the item was approved.

BACKUP: Grants are forwarded for School Committee acceptance after all necessary signatures are obtained. In this way, both the School Department and the City have adequate evidence that the funds were awarded. In most cases, the contract comes from the funding agency when a grant is approved. However, in this case, the grant documents needed to go through the city contracting process with multiple wet ink signatures from various departments. If an administrative or clerical delay takes place at any point, which appears to have occurred in this case, the process takes longer than it should. The school department is currently working with the city to make the contracting process more efficient, while still maintaining all legal requirements.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

X. GENERAL BUSINESS  
Administration/Mr. Monfredo  
(April 6, 2020)

CURRENT ITEM - gb #0-123.1  
S.C. MEETING - 4-16-20

1ST ITEM gb #0-123 S.C.MTG. 4-2-20  
2ND ITEM gb #0-123.1 S.C.MTG. 4-16-20

ITEM:

Response of the Administration to the request to share with families the Drop Everything and Read Day Program(DEAR) during the month of April in honor of Beverly Cleary's birthday and consider implementing the POEM IN YOUR POCKET DAYS during the weekend of April 25th.

ORIGINAL ITEM: Mr. Monfredo (March 26, 2020)

Request that the Administration share with families the Drop Everything and Read Day Program(DEAR) during the month of April in honor of Beverly Cleary's birthday and consider implementing the POEM IN YOUR POCKET DAYS during the weekend of April 25th.

PRIOR ACTION:

4-2-20 - On roll call of 6-0-1 (absent Mayor Petty), it was moved to refer the item to the Administration.

BACKUP: The information on the Drop Everything and Read Day (D.E.A.R.) program was posted on the WPS website on April 3, 2020 under the Parent/Guardian link for reference during the shutdown.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

X. GENERAL BUSINESS  
Administration/Mr. Monfredo  
(April 6, 2020)

CURRENT ITEM - gb #0-124.1  
S.C. MEETING - 4-16-20

1ST ITEM gb #0-124 S.C.MTG. 4-2-20  
2ND ITEM gb #0-124.1 S.C.MTG. 4-16-20

ITEM:

Response of the Administration to the request place on the WPS Extended Learning website information regarding the Parents' Guide to Student Success from the National PTA's website with ideas for working with your child/ren at home.

ORIGINAL ITEM: Mr. Monfredo (March 26, 2020)

Request that the Administration notify the Citywide Parent Planning Advisory Council and PTOs about the website on the Parents' Guide to Student Success from the National PTA's website regarding ideas for working with your child/ren at home.

PRIOR ACTION:

4-2-20 - Ms. McCullough made the following amendment to Mr. Monfredo's item:  
Request that the Administration **place on the WPS Extended Learning website information regarding** the Parents' Guide to Student Success from the National PTA's website with ideas for working with your child/ren at home.  
On a roll call of 7-0, the item as amended was approved.  
On a roll call of 7-0, the item was referred to the Administration.

BACKUP: The information on the National P.T.A. website regarding ideas for working with your child/ren at home, kindergarten through high school, grade level guides in English and Spanish, was posted on the WPS website on April 3, 2020 under the Parent/Guardian link for reference during the shutdown.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

X. GENERAL BUSINESS  
Administration/Mr. Foley  
(April 8, 2020)

CURRENT ITEM - gb #0-125.1  
S.C. MEETING - 4-16-20

1ST ITEM gb #0-125 S.C.MTG. 4-2-20  
2ND ITEM gb #0-125.1 S.C.MTG. 4-16-20

ITEM:

Response of the Administration to the request to present comprehensive data showing the test scores for all student subgroups since these initiatives started. This data should show changes over the years, with a particular emphasis upon the WPS student subgroups targeted through SOA funding (Hispanic students, English Language Learners, and students with disabilities).

ORIGINAL ITEM: Mr. Foley (March 27, 2020)

In response to a question from the Student Opportunity Act proposal regarding the success of the Early Literacy initiatives and curriculum, request that the Administration present comprehensive data showing the test scores for all student subgroups since these initiatives started. This data should show changes over the years, with a particular emphasis upon the WPS student subgroups targeted through SOA funding (Hispanic students, English Language Learners, and students with disabilities).

PRIOR ACTION:

4-2-20 - (Considered with gb #0-126)  
On a roll call f 7-0, it was moved to refer the item to the Administration.

BACKUP:

Annex A (4 pages) contains a copy of the Administration's response to the item.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.



**Response:**

The WPS Early Literacy Initiative developed from District concerns with the data trend of grade 3 English Language Arts (ELA) scores. Scores for the aggregate were low and generally stagnate. Over a six year period (2009 to 2014), on average, only 38% of third graders tested at proficient or above. Subgroup scores [e.g., English Learners (EL) and Students with Disabilities (SWD)] were lower than the aggregate and also flat. It is important to note that data from \*2015 and \*2016 must consider that some students took MCAS and others PARCC. 2017 through 2019 data reflects the revised MCAS and a move to computer based testing.

The District did not have a common, core literacy program for multiple years. In summer 2018, the Fountas and Pinnell Classroom (FPC) was purchased for grades kindergarten through 2. The program has a strong research base and the strategies are familiar to many staff and recognized as evidence based best practices. Training in the program began slowly due to funding. The grade 3 program was purchased in the winter of this year. Over the SY 19-20, a building based early literacy team was established at each school to support the development of common, foundational knowledge in literacy development among early childhood staff and to support program implementation.

The District agrees that it is critical to monitor the effectiveness of FPC implementation in the Worcester Public Schools. School year 2020-2021 will be treated as Year 1 of implementation for K-2 and we will use standardized student achievement data at the school and district levels in order to understand outcomes. Treating school year 2020 as Year 1 accounts for the time needed for teachers and school leaders to transition from previous materials and approaches and develop expertise with the new materials and instructional contexts. Strategic planning with elementary schools at the end of school year 2019-2020 will focus on creating concrete plans for using student data to understand effectiveness over time.

As recommended in the recent National Education Policy Center Report (Retrieved April 1, 2020 from <https://mail.google.com/mail/u/0/?tab=wm#search/from%3A+ifountas%40lesley.edu/WhctKJVqrrtpSFbQbnDLDFcnrmfCpvTwwLzbiQPdkzpxbqfZGkgwQfZfJpFXkMxqFlfQhFQ?projector=1&messagePartId=0.1>) the WPS early literacy approach stresses “the importance of phonics and of authentic reading -... [as well as] the importance of teachers who are professionally prepared to teach reading using a full toolbox of instructional approaches and understandings”.

The instructional framework WPS is implementing is supported by decades of effectiveness research in literacy. A few important empirical studies are cited below.

- A quasi-experimental study of more than 8500 students in 17 schools provides strong evidence for the framework's effectiveness when combined with professional development and coaching. Using two standardized measures of reading, this independent longitudinal study found the benefits of the framework accrue steadily over time. The research team found accelerated growth in reading each year, and after three years of implementation, growth rates were more than 30% higher than they had been at baseline (Biancarossa et al, 2010). This study's results also suggest the mechanism for student improvement is growth in teacher expertise and that high-quality professional learning is needed for teachers and coaches.
- Empirical evidence indicates students need explicit phonics instruction taught in a sequence that ranges from simple to more complex in a cumulative process (Bear et al, 2012; Armbuster et al, 2001). Not all children follow the same precise path of learning, so teaching must be *responsive* to assure that their strengths are noted as well as their needs.
- Research suggests the most effective reading instruction includes explicit phonics instruction integrated within a comprehensive approach (Adams, 1990; NICHD, 2000). FPC provides a coordinated, related, and connected set of instructional practices that assures children not only learn phonics, decoding, word analysis, vocabulary, and spelling skills, but also that they experience their use through engagement in meaningful written language on a daily basis (Arbruster et al, 2001; Bear et al, 2012).
- Researchers have found associations between independent reading time and student achievement. Independent reading helps students practice decoding and comprehension, develop vocabulary, and improve stamina and fluency (Morrow et al, 1986; Topping et al, 2007).
- Research on teacher professional learning indicates that sustained, collaborative, job embedded professional development is most effective in developing teacher expertise and that teacher expertise is associated with student achievement (Darling-Hammond & Richardson, 2009).

## SUPPORTING DATA

### Grade 3 MCAS ELA Reading Scores

	All	All	EL and Former EL	SWD	All	EL and Former EL	SWD	All	EL and Former EL	SWD	All	EL and Former EL	SWD
	% Proficient Or Higher	Advanced	A	A	Proficient	P	P	Needs Improvement	NI	NI	Warning	W	W
2009	35	3	2	0	30	21	10	46	51	38	19	25	52
2010	45	7	3	2	38	28	18	41	46	41	15	23	39
2011	39	6	2	1	33	25	8	41	47	36	20	26	54
2012	41	7	4	1	34	26	8	40	44	38	19	26	53
2013	34	5	3	0	28	22	7	51	56	45	16	19	48
2014	38	6	3	1	31	26	7	41	44	34	22	26	58
*2015	38	5	3	0	33	31	3	44	46	45	18	20	52
*2016	43	5	4	0	37	29	9	43	48	44	14	19	47

2009 All=1,824 EL N= 641 SWD N= 332  
 2010 All=1,615 EL N= 614 SWD N= 326  
 2011 All=1,759 EL N= 753 SWD N= 361  
 2012 All=1,788 EL N= 760 SWD N= 368  
 2013 All=1,787 EL N= 750 SWD N= 338  
 2014 All=1,832 EL N= 845 SWD N= 350  
 \*2015 All= 922 EL N= 402 SWD N= 145  
 \*2016 All= 734 EL N= 296 SWD N= 127

	All	All	EL and Former EL	SWD	All	EL and Former EL	SWD	All	EL and Former EL	SWD	All	EL and Former EL	SWD
	% Meeting/ Exceeding Expectations	%Exceeding Expectations	E	E	% Meeting Expectations	M	M	% Partially Meeting	PM	PM	% Not Meeting	NM	NM
2017	31	4	3	0	26	22	5	48	50	39	22	26	57
2018	36	4	3	0	32	28	4	51	53	53	13	15	43
2019	37	5	3	1	33	28	12	47	50	44	16	19	42

2017 All=1,901 EL N= 883 SWD N= 343  
 2018 All=1,868 EL N= 990 SWD N= 325  
 2019 All=1,741 EL N=1,038 SWD N= 396

**Analysis Notes:**

2009 through 2014 results are the Legacy MCAS.

\*Only a portion of students took the 2015 and the 2016 MCAS. A representative sample of students was used by DESE to estimate achievement.

2017 through 2019 reflects MCAS 2.0 results with a new test, new standards, new format (computer based) and new scale.

**References**

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X. GENERAL BUSINESS  
Administration/Mr. Foley  
(April 8, 2020)

CURRENT ITEM - gb #0-126.1  
S.C. MEETING - 4-16-20

1ST ITEM gb #0-126 S.C.MTG. 4-2-20  
2ND ITEM gb #0-126.1 S.C.MTG. 4-16-20

ITEM:

Response of the Administration to the request to provide data from the current Early College Program in the WPS that would show the demographic make-up of those students who have participated in the program. In particular, indicate the number of students from the targeted WPS student subgroups (Hispanic students, English Language Learners, students with disabilities) and provide evidence that the Early College program is attracting students from these subgroups who were achieving at a lower level than their peers until high school.

ORIGINAL ITEM: Mr. Foley (March 27, 2020)

Request that the Administration provide data from the current Early College Program in the WPS that would show the demographic make-up of those students who have participated in the program. In particular, indicate the number of students from the targeted WPS student subgroups (Hispanic students, English Language Learners, students with disabilities) and provide evidence that the Early College program is attracting students from these subgroups who were achieving at a lower level than their peers until high school.

PRIOR ACTION:

4-2-20 - (Considered with gb #0-125)  
On a roll call f 7-0, it was moved to refer the item to the Administration.

BACKUP:

Annex A (3 pages) contains a copy of the Administration's response to the item.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Accept and file.

Below are Early College data from the 2018-19 and 2019-20 school years. Between the two years, the number of Hispanic students in the Early College program more than doubled from 76 to 178 students. When compared to other ethnic subgroups, the participation rate of Hispanic/Latino students increased at a higher rate than all but the Asian subgroup. Current and former ELs makeup around 42% of Early College students. The number of former English Learners increased significantly between 2018-19 and 2019-20. Part of the English Learner increase may be attributed to the multiple outreach efforts to this population including a focus on engaging SLIFE students. Students with disabilities have been underrepresented in Early College programming over the last two years. The district will focus on increasing students with disabilities for the 20-21 school year, which includes providing necessary mentoring and support.

The district is seeking to use Student Opportunity Act funding to facilitate continued strategic implementation of the program by scaling up and expanding our capacity. The district is only in year two of implementation and will continue to work to increase participation of students, particularly students who would be first generation college students. There is strong evidence that Early College/Dual Enrollment is a positive intervention impacting student enrollment, attainment, and persistence in secondary and post-secondary education. See: <https://ies.ed.gov/ncee/wwc/Intervention/1043>

**DATA FROM INITIAL YEARS**

	<b>2018-19</b>		<b>2019-20</b>	
<b>High School</b>	<b>Early College Enrollment (#)</b>	<b>Participation Rate (%)</b>	<b>Early College Enrollment (#)</b>	<b>Participation Rate (%)</b>
Burncoat	38	4	51	5
Claremont	14	3	44	12
Doherty	35	2.5	97	6
North	40	4	55	4
South	62	5	78	6

UPCS	24	10	36	23
WTHS	36	2.5	100	7
NCCYA	10	34	9	47
GCC	-	-	4	3
Woodward	1	-	-	-
<b>Total</b>	260	4	474	6.4

	<b>2018-19</b>		<b>2019-20</b>	
<b>Ethnicity</b>	<b>Early College Enrollment (#)</b>	<b>Participation Rate (%)</b>	<b>Early College Enrollment (#)</b>	<b>Participation Rate (%)</b>
American Indian	5	15	7	17.9
Asian	39	6	70	12.2
Black	75	5	118	7.9
Hispanic/Latino	76	2.6	178	5.6
White	65	3	101	4.8
<b>Homeless Status</b>	<b>Early College Enrollment (#)</b>	<b>Participation Rate (%)</b>	<b>Early College Enrollment (#)</b>	<b>Participation Rate (%)</b>
Transitional Living	15	2.8	37	4.6

<b>Students with Disabilities</b>	<b>2018-19</b>	<b>2019-20</b>
Active	33	22
Former	20	36
<b><i>% of Overall EC Students</i></b>	<b><i>19%</i></b>	<b><i>12%</i></b>

<b>English Learners</b>	<b>2018-19</b>	<b>2019-20</b>
Parent Waived Services	13	19
SEI in Classroom	43	47
Transitioning EL	52	127
<b><i>% of Overall EC Students</i></b>	<b><i>42%</i></b>	<b><i>41%</i></b>
Level 1	2	7
Level 2	12	10
Level 3	25	17
Level 4	21	50
Level 5	67	179
Level 6	23	73



X. GENERAL BUSINESS  
Administration  
(April 6, 2020)

ITEM - gb #0-138  
S.C. MEETING - 4-16-20

ITEM:

To set the dates for the FY21 Budget Hearings

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Set the dates of Thursday, June 4, 2020 and Thursday, June 18, 2020.

X. GENERAL BUSINESS  
Mr. Monfredo/Mr. Foley  
(April 6, 2020)

ITEM - gb #0-139  
S.C. MEETING - 4-16-20

ITEM:

Request that the Administration reach out to the community and Corporate partners to raise funds for the purchase of Chromebooks for families to use during the pandemic.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for implementation.

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS  
Mr. Monfredo/Miss Biancheria/Mr. Foley  
Mayor Petty  
(April 6, 2020)

ITEM - gb #0-140  
S.C. MEETING - 4-16-20

ITEM:

Request that the Administration forward letters of appreciation to the staff for reaching out to families and students above and beyond the call of duty.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for implementation.

RECOMMENDATION OF ADMINISTRATION:

Forward letters.

X. GENERAL BUSINESS

Mr. Monfredo/Miss Biancheria/Mrs. Clancey/  
Mr. Foley/Ms. McCullough  
(April 6, 2020)

ITEM - gb #0-141

S.C. MEETING - 4-16-20

ITEM:

Request that the School Committee forward a letter to the Local Delegation and to Governor Baker with a request to cancel the MCAS testing for this year.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for implementation.

RECOMMENDATION OF ADMINISTRATION:

Forward letter.

X. GENERAL BUSINESS  
Administration  
(April 6, 2020)

ITEM - gb #0-142  
S.C. MEETING - 4-16-20

ITEM:

To accept the Massachusetts Skills Capital Grant in the amount of \$87,100.

PRIOR ACTION:

BACKUP:

Annex A (21 pages) contains a copy of the grant report.

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

*Worcester Public Schools  
Office of Grants Management*

**Grant Acceptance Form**

**Name of Grant:** Massachusetts Skills Capital Grant Program – Round 2

**Type of Funder:** Skills Capital Grant

**Awarded Amount:** \$87,100.00

**Grant Funding Period:** January 1, 2020 – June 30, 2020

**Project title:** Round 2

**Program coordinator:** Patricia Suomala/Kyle Brenner

**Purpose:** To purchase and install equipment and related improvements and renovations necessary for installation and use of such equipment to support vocational and technical training.

**Description of the program:** This equipment will upgrade and expand career technical educations that are aligned to regional economic and workforce development priorities for in-demand industries, and to facilitate collaboration to provide students training pathways' to career opportunities in high-skill, high-demand industry sectors.

**Program location:** WTHS

**Outcomes and Measures:** To benefit youth and adult students as well as incumbent workers who are enrolled in eligible schools and vocational programs, who are preparing and training to enter the workforce or advance their careers.



# 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, Contractor Certifications and Commonwealth 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>.

<b>CONTRACTOR LEGAL NAME:</b> Worcester Technical High School (and d/b/a): c/o Worcester Public Schools		<b>COMMONWEALTH DEPARTMENT NAME:</b> Executive Office of Education MMARS Department Code: EDU	
<b>Legal Address: (W-9, W-4):</b> 1 Skyline Drive Worcester MA, 01605 or 20 Irving Street Worcester MA, 01609		<b>Business Mailing Address:</b> 1 ASHBURTON ST 14TH FLOOR 1403, BOSTON MA 02108	
<b>Contract Manager:</b> P.Suomala	<b>Phone:</b> 508-799-1140	<b>Billing Address (if different):</b> N/A	
<b>E-Mail:</b> suomalap@worcesterschools.net	<b>Fax:</b> 508-799-1932	<b>Contract Manager:</b> James Poplasky	<b>Phone:</b> 617-979-8342
<b>Contractor Vendor Code:</b> VC		<b>E-Mail:</b> James.Poplasky@mass.gov	<b>Fax:</b> N/A
<b>Vendor Code Address ID (e.g. "AD001"):</b> AD001 (Note: The Address ID must be set up for EFT payments.)		<b>MMARS Doc ID(s):</b> 2020SCGEWORCESTER000	
		<b>RFR/Procurement or Other ID Number:</b> BD-20-1036-EDU02-EDU02-43433 Round 2	
<input checked="" type="checkbox"/> <b>NEW CONTRACT</b> <b>PROCUREMENT OR EXCEPTION TYPE: (Check one option only)</b> <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" 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 type="checkbox"/> <b>CONTRACT AMENDMENT</b> Enter Current Contract End Date <i>prior</i> to Amendment: ____, 20__ Enter Amendment Amount: \$ _____. (or "no change") <b>AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.)</b> <input type="checkbox"/> Amendment to Date, 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			
<b>COMPENSATION: (Check ONE option):</b> 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>87,100</u>			
<b>PROMPT PAYMENT DISCOUNTS (PPD):</b> 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 (M.G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
<b>BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT:</b> (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.) This Contract is issued per the Skills Capital Grant Program 7009-2007. The grant recipient is responsible to spend funds on approved equipment between January 1 <sup>st</sup> , 2020 until June 30 <sup>th</sup> , 2020. Any material changes to the project/budget must be approved through the submission of an updated project plan or budget prior to spending. Grant funding will be paid out on a reimbursement basis and will require proof of purchase including invoices, delivery slips, etc. Approved equipment only. No training reimbursement will be permitted.			
<b>ANTICIPATED START DATE: (Complete ONE option only)</b> 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 <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, 20__, a date LATER than the Effective Date below and <u>no</u> obligations have been incurred prior to the Effective Date. <input checked="" type="checkbox"/> 3. were incurred as of <u>January 1, 2020</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.			
<b>CONTRACT END DATE:</b> Contract performance shall terminate as of <u>June 30<sup>th</sup></u> , 2020, 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.			
<b>CERTIFICATIONS:</b> 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.			
<b>AUTHORIZING SIGNATURE FOR THE CONTRACTOR:</b> X: <u>[Signature]</u> Date: <u>1/2/20</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Moises Gonzalez</u> Print Title: <u>Superintendent</u>		<b>AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:</b> X: <u>[Signature]</u> Date: <u>2/2/2020</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Deirdre Richardson</u> Print Title: <u>CFO</u>	





## COMMONWEALTH OF MASSACHUSETTS WORKFORCE SKILLS CABINET

CHARLES D. BAKER  
GOVERNOR

KARYN E. POLITO  
LIEUTENANT GOVERNOR

### **Massachusetts Skills Capital Grant Program** *FY20 Round 2 Grant Program Guidelines and Application Forms*

The Massachusetts Workforce Skills Cabinet (WSC) was created by an Executive Order of Governor Charlie Baker on February 26, 2015. The Cabinet aligns the Executive Offices of Education, Labor and Workforce Development, and Housing and Economic Development toward a comprehensive economic growth agenda. The Cabinet is charged with creating and implementing a strategy to ensure that individuals can develop and continuously improve their skills and knowledge to meet the varying hiring needs of employers in the Commonwealth. The Workforce Skills Cabinet has adopted criteria to guide its collaborative work:

- **Be Demand-Driven:** Meets a business-driven need, as documented in the funding application and verified in the funding review, award, and implementation
- **Leverages Partnerships:** Builds connections between and among educational institutions (including middle/high schools, community colleges, and state colleges/universities), and between educational institutions, private sector businesses and non-profit organizations
- **Responds to Regional Plans:** Responds to Workforce Skills Cabinet Regional Planning Blueprint and aligns to existing regional economic development, workforce development, and higher education plans to meet the business-driven need
- **Maximizes Increase in Skilled Workers:** Leads to an increase in the number of skilled workers in a cost-effective way to meet business-driven hiring needs, and, to the greatest extent possible, focuses on improving the skills of students and/or individuals facing barriers to employment
- **Leverages Other Funding:** Builds on other sources of local, state, federal and private funding to meet common goals
- **Builds on Proven Programs:** Supports or expands a program that has shown proven results, or is based on a model that has shown proven results
- **Demonstrates Sustainability:** Shows evidence of the ability to sustain a contribution to the workforce pipeline after grant funds have expired

JAMES A. PEYSER  
SECRETARY,  
EDUCATION

ROSALIN ACOSTA (CHAIR)  
SECRETARY, LABOR &  
WORKFORCE DEVELOPMENT

MIKE KENNEALY  
SECRETARY, HOUSING AND  
ECONOMIC DEVELOPMENT

## **Massachusetts Skills Capital Grant Program GRANT PROGRAM GUIDELINES**

As part of the Workforce Skills Cabinet's work to align resources to better meet common goals, the former Manufacturing Training Equipment Grants (administered by EOHE) and the Vocational Opportunity Challenge Grants (formerly administered by A&F) have been combined into one unified and integrated program - the Skills Capital Grant Program. The 2016 MA Economic Development Bill established three years of funding of \$45 million for the WSC to administer the Skill Capital Grant Program to increase the capacity and quality of vocational training and education by providing funds to eligible schools and institutions for the purchase and installation of vocational-technical equipment. The 2018 Economic Bond Bill established an additional \$75 million funding for the WSC to administer the Skill Capital Grant program. Workforce Skills Cabinet Skills Capital Grant Program, to date has provided 233 grants totaling \$64,376,404.

### **Program Overview**

**Purpose:** The Skills Capital Grant Program will award grants for the purchase and installation of equipment and related improvements and renovations necessary for installation and use of such equipment to support vocational and technical training. This equipment will upgrade and expand career technical education and training programs that are aligned to regional economic and workforce development priorities for in-demand industries, provided that grant applications facilitate collaboration to provide students training pathway's to career opportunities in high-skill, high-demand industry sectors, and include all of the following characteristics:

- respond to WSC Regional Planning Blueprint and Labor Market Information
- engage industry partners in supporting structured work readiness activities and work-based learning experiences
- offer focused college and career guidance and advisement systems
- provide integrated rigorous instructional courses
- support secondary and postsecondary linkages
- provide the opportunity to obtain an industry-recognized credential, apprenticeship, or college credits towards a Certificate, Associate, or Baccalaureate degree

**Massachusetts Skills Capital Grant Program  
 GRANT PROGRAM GUIDELINES**

**FY20 Grant Program Highlights:**

<b>Total Grant Program</b>	Up to \$12,000,000
<b>Grant Size (s)</b>	<p>Organization may <u>only submit one application</u> and may select from the two options provided.</p> <ul style="list-style-type: none"> <li>• Option 1: FY 20 Award - Minimum Grant: \$50,000 - Maximum Grant: \$500,000</li> <li>• Option 2: Multi year Award Request (FY 20 and FY 21); \$750,000 to \$1,500,000. Applicants seeking multi-year funding are required to meet matching resources and budgeting requirements identified on the multi-year funding budget sheet.</li> </ul>
<b>Eligible Applicants</b>	<p>The following Massachusetts organizations providing services aligned to the federal Perkins Act definition of career and technical education are eligible to apply as lead applicants on behalf of a partnership:</p> <ul style="list-style-type: none"> <li>• Community-based and correctional organizations, including adult basic education and English Language Learner programs providing career technical instruction</li> <li>• Nonprofit education, training or other service providers</li> <li>• Vocational education institutions and Labor organizations</li> <li>• Regional Vocational Schools or High Schools</li> <li>• Community Colleges</li> </ul> <p>Additionally eligible are:</p> <ul style="list-style-type: none"> <li>• Industry or employer associations</li> <li>• Innovation Centers that are eligible to receive funds from the Massachusetts Life Sciences Center</li> <li>• Community-based organizations with recognized success in training adults with barriers to employment</li> </ul>
<b>Use of Grant funds</b>	Purchase and installation of equipment and any related improvements and renovations necessary for installation and use of such equipment.
<b>Grant Targeted Population and Occupations</b>	<p>This program is intended to benefit youth and adult students as well as incumbent workers who are enrolled in eligible schools and vocational programs, who are preparing and training to enter the workforce or advance their careers. The program seeks to support eligible schools that are providing workforce skills training for high demand industries and critical occupations identified by Workforce Skills Cabinet Regional Blueprint, such as advanced manufacturing, healthcare, information technology, hospitality, and life sciences. Applicants will be required to identify the target industries and occupations for their training and to demonstrate the demand for jobs and career opportunities in that industry. Preference will be given to applications</p>

**Massachusetts Skills Capital Grant Program  
 GRANT PROGRAM GUIDELINES**

	that document that funding will support building instructional capacity to support them and to significantly close skills gap as identified by the Regional Blueprint. The Workforce Skills Cabinet will prioritize the list of Chapter 74 programs included as Appendix A.
<b>Goals of Funding</b>	<p>The purchase and installation of vocational training equipment must support the organization to meet the Career Pathway needs for the target populations in the following goals:</p> <p><u>Preference for funding Increasing Capacity.</u> (high recognition for achieving all three):</p> <ul style="list-style-type: none"> <li>• Increase in number of students able to participate in an <i>existing</i> program</li> <li>• Create a new program to meet demonstrated demand, based on labor market data and employer partnerships.</li> <li>• Increase the availability and utilization of the equipment outside of the organization’s normal working hours (e.g. after 5 PM, on Saturday, and/or on Sunday) to serve additional students.</li> </ul> <p><u>Consideration for funding: Maintaining Quality</u></p> <ul style="list-style-type: none"> <li>• If no increase in the number of participating students is projected in the existing program, the applicant must demonstrate a <u>significant</u> improvement in the skills of the students who are able to participate in the program because equipment will be replaced or updated, validated by relevant employers.</li> </ul>
<b>Terms of Award</b>	Grants will be awarded as cost reimbursement contracts, with an anticipated contract start date of November 1, 2019. All purchases of equipment and grant expenditures must be completed by June 30, 2020.
<b>Matching Funds</b>	Applicants must demonstrate sustainable partnerships with relevant employers and in-kind and/or cash match as required to support programs supported by the grant request.

Request for Proposals Released	On or before August 29, 2019
Webinar for Applicant Guidance	On September 12, 2019 at 3:00 PM EST
To confirm eligibility, <u>an optional</u> letter of intent is requested by potential applicants. Letter should identify the type of program to be supported by funding.	<p>On September 16, 2019 to be submitted to <a href="mailto:james.poplasky@mass.gov">james.poplasky@mass.gov</a></p> <p>Link to Letter of Intent form:  <a href="https://www.surveymonkey.com/r/WDB75BS">https://www.surveymonkey.com/r/WDB75BS</a></p>

**Massachusetts Skills Capital Grant Program  
 GRANT PROGRAM GUIDELINES**

Proposals will only be accepted through the online application system.	On September 26, 2019 <u>by 3:00 PM</u>
Projected Grant Awards Announcement	On or about October 24, 2019
Anticipated Contract Start Date	On or about November 1, 2019
Funding Disbursement	On a rolling basis, upon verification of approved submitted purchases, requests for equipment, and related installation costs.
Contract End Date	June 30, 2020

**General Contracting Information**

- A. Program Administration:** This program is offered by the Massachusetts Workforce Skills Cabinet and funded by the Commonwealth of Massachusetts through its capital budget. The grant application process will be administered by the Executive Office of Education (EOE), in coordination with the Workforce Skills Cabinet.
- B. Grants Range and Matching Requirement:** Organization may only submit one application and may select from the two options provided.
- Option 1: FY 20 Award - Minimum Grant: \$50,000 - Maximum Grant: \$500,000  
 Applicants must demonstrate an in-kind or cash match from employers or other source besides state funding. Applicants must limit their funding request to supporting a maximum of two training program areas
  - Option 2: Multi year Award (FY 20 and FY 21 Funding); \$750,000 to \$1,500,000.  
 Applicants must limit their funding request to supporting a maximum of four training program areas Applicants seeking multi-year funding are required to meet matching resources and budgeting requirements identified on the multi-year funding budget sheet. For every \$3 of Skills Capital Grant funds requested Applicants must secure a minimum of \$1 of cash match to support related equipment or infrastructure from employers or other source besides state funding. Documentation of an awardees available matching resources will be required prior to contracting.
- C. Eligible Purchases:** The intent of the program is to allow qualified programs to purchase training equipment. Minor one-time installation costs may be included in the request, as well as requests for minor facility renovations necessary for the successful installation and usage of the equipment. The main purpose of the funding is to purchase equipment, not to renovate classroom space. Recipients may begin to incur costs upon contract execution. For FY 20 Awards all costs must be incurred between the contract execution date and June 30, 2020, inclusive. Expenses incurred after June 30, 2020 will

## Massachusetts Skills Capital Grant Program GRANT PROGRAM GUIDELINES

not be eligible for reimbursement by this program. Requests for reimbursement may be submitted to EOE periodically, but no later than June 30, 2020. For multiyear awards (FY20-21) EOE will confirm the required reimbursement timeliest during the contracting process with the latest requests for reimbursement required to be submitted to EOE no later than June 30, 2021.

### D. Reimbursement

- a. Awards are structured as cost-reimbursement grants, meaning that recipients are expected to incur expenses before receiving any funds from the Commonwealth. EOE will accept purchase orders as 'incurred expenses' to help facilitate cash flow for recipients who may have difficulty incurring expenses before receiving funds. EOE will provide invoicing forms and instructions.
- b. Upon submission of complete invoices with proper documentation, payments will be disbursed via electronic fund transfer ("EFT").
- c. In compliance with the Office of the State Comptroller rules and regulations, no grant recipient shall expend grant funds until a contract has been fully executed with EOE. Upon contract execution recipients will be allowed to incur costs. Costs must be incurred between contract execution and up to, including, June 30, 2020. No expenses incurred after June 30, 2020 will be reimbursed by this program. Requests for reimbursement may be submitted to EOE no later than August 6, 2020. If a multi year award is made EOE will issue a similar multi-year contract agreement that will complete June 30, 2021.
- d. Grantees will forfeit any remaining award unused after the contract expires. EOE shall give due consideration to any extenuating circumstances presented in writing by the applicant and may waive this restriction at its discretion.
- e. As a condition of funding EOE will require that the awardee provide information on enrollment, partnering and number of credentials awarded related to programs supported by the grant for the next three fiscal years.

## Grant Program Details

### A. Eligibility

- a. Applicants may apply for no more than one grant. Applicants must limit their funding request to no more than two program areas.
- b. Successful applicants from a prior year are eligible but will be expected to have completed their projects or be near completion. However, preference may be given to applicants who have not received or received limited Skills Capital Grant funding in the past.

## Massachusetts Skills Capital Grant Program GRANT PROGRAM GUIDELINES

### B. Review of Applications

#### Step 1: Threshold Criteria Screening

Submissions will be screened for completeness, conformity to the program requirements, and timeliness of response. Reviewers will determine the eligibility of each applicant, evaluate applications and confirm the alignment to Workforce Skills Cabinet Regional Planning Blueprint and relevance to meeting the needs of priority sectors, critical occupations and aligned to strategies identified in the plan. Submissions that are incomplete, non-conforming, or late may not be considered.

#### Step 2: Compliance Screening

The Executive Office of Education will conduct an analysis to ensure all lead applicants are in compliance with state and federal law. Lead applicants are encouraged to review these criteria and ensure they are in compliance prior to submitting an application. Executive Office of Education will conduct the following reviews to ensure compliance:

- Ensure applicants are in good standing with the Massachusetts Department of Revenue. Commonwealth Corporation will conduct this screening by reviewing the Certificate of Good Standing (C.O.G.S.) submitted in the Qualifications Submission Package. Please note that community colleges, public vocational technical high schools and public state universities serving as the lead applicant do not need to submit a Certificate of Good Standing.
- Please follow this guidance when requesting and submitting a Certificate of Good Standing from the Department of Revenue:
  - The Certificate of Good Standing from the Department of Revenue is **NOT** the same and should not be confused with a Certificate of Incorporation from the Secretary of State
  - C.O.G.S. must be less than six months old
  - Please visit the Department of Revenue's website: <http://www.mass.gov/dor/businesses/programs-and-services/certificate-of-good-standing.html> for more information about the C.O.G.S. and to complete an online application to obtain a Certificate
  - Applications for a C.O.G.S. can take 4-6 weeks to be processed
- Ensure applicant is in full compliance with all obligations to the Department of Unemployment Assistance, Department of Industrial Accidents, and any other obligations to the Commonwealth of Massachusetts. Commonwealth Corporation will work with the Department of Unemployment Assistance to conduct this review.

#### Step 3: Review Committee

A review committee will review and score all eligible submissions and recommendations will be presented to the Workforce Skills Cabinet for final approval. The Executive Office of Education reserves the right to request additional information from any applicant to ensure that the review committee has a complete understanding of the program concept. The review committee may be comprised of designees from the Executive Office of Executive Office of Education, Executive Office of Housing and Economic Development, Executive Office of Labor and Workforce Development, Executive Office of Administration and Finance, as well as representatives from the Department of Elementary and Secondary Education, Department of Higher Education, MA Life Sciences Center, Commonwealth Corporation, Executive Office of Health and Human Services, and various other government, business, and/or industry leaders.

**Massachusetts Skills Capital Grant Program  
 GRANT PROGRAM GUIDELINES**

**Selection Criteria:** Applications will be reviewed and scored based on overall scores in the following selection criteria areas, with a possible total of 100 base points and 10 Bonus Points. Preference will be given to applicants who are significant expanding capacity to close Workforce Skill Gaps. Additionally, preference maybe give to organizations who have received no or minimal funding in the past 3 years. Furthermore, the Workforce Skills Cabinet will prioritize the list of Chapter 74 programs included as Appendix A for funding consideration.

<b>Selection Criteria</b>	<b>Base Points</b>
<b><u>A. Demand-driven and Reflects Regional Blueprint Plans,</u></b> based on labor market data included in WSC Regional Planning Blueprint industry sector, critical occupation priorities and identified strategies	25
<b><u>B. Leverages Partnerships and Matching Funds</u></b> with Employers, Educational , Economic Development and Workforce partners and leverage Non-State Matching Funds	20  Bonus 5 pts
<b><u>C. Optimizes Regional Training Capacity and Significantly Increases Supply of Skilled Workers in High-Demand Industries</u></b> by expanding targeted population student learning, enrollment and credentialing, as validated by relevant employers	25  Bonus 5 pts
<b><u>D. Builds on Proven Programs</u></b> that demonstrate achieve high quality and consistent results	10
<b><u>E. Demonstrates Sustainability</u></b> of program enrollments and to provide resources to maintain and operate the new equipment	10
<b><u>F. Project Implementation and Budgeting</u></b> of project plan and documentation of resource requirements	10

**Step 4: Notification of Grant Award Status**

All applicants will be notified of their award status by email. Applicants that are identified for an award may be required to submit a copy of the organization’s most recent audited financial statement prior to grant announcement or the execution of a final contract. In addition, prior to the grant award, Executive Office of Education staff may review an organization’s fiscal systems and internal controls to verify that the organization has the capacity to manage public grant funds and administer the program.



## Massachusetts Skills Capital Grant Program GRANT PROGRAM GUIDELINES

### **Additional Evaluation Notes:**

In addition to the scoring system outlined above, the Workforce Skills Cabinet (Executive Office of Education) reserves the right to consider only submissions that, in our sole judgment, are complete and responsive to the solicitation's requirements and include all required application components.

## **Grant Application Sections**

### **Demand-driven and Reflects Regional Plans:**

Applicants should show strong evidence that the program, for which they will be purchasing and installing equipment to support, is closing the skills gap and meeting the needs of employers in their region. Strong evidence includes regional labor market data available from Workforce Skills Cabinet Regional Planning Blueprints, research-based report or study, a letter of support from the Regional Workforce Development Board confirming that there is a high demand in the specified program and explaining how the program aligns to the region's Labor Market Blueprint, and a letter of support from two or more employers confirming a workforce need and the role(s) they will play in partnering activities. Describe alignment to industry sectors, high-demand occupations and strategies prioritized in the Workforce Skills Cabinet Regional Blueprint in your region. If you are not familiar with this Regional Blueprint please contact your local Workforce Board for more information (plans can be found at <https://www.mass.gov/regional-workforce-skills-planning-initiative> ) Additionally, the Workforce Skills Cabinet will prioritize the list of Chapter 74 programs included as Appendix A for funding consideration.

### **Leverages Partnerships and Matching Funds:**

Applicants should show strong evidence that the proposed equipment to be used by the program is reflective of and aligned to other secondary, post-secondary, apprentice and training career pathway programs in the region. Also, applicants should show that the use of equipment increases overall training capacity and maximizes the program's impact on employment outcomes. Organizations must ensure they have all the partners needed to reach and support their target population in securing employment for their target occupation.

Applicants should explain how the proposed funding will complement or leverage other state, federal or private funding. Examples of existing statewide resources include grants funded through the Learn to Earn Initiative (EOLWD/EOE/EOHHS/EOHED), Urban Agenda Grant Program (EOHED), Workforce Competitiveness Trust Fund (EOLWD, Commonwealth Corporation), Advanced Manufacturing Training Program Workforce Development Grants (EOHED), TRAIN (DHE), or grants from foundations or federal government, and core operational resources.

- Option 1: FY 20 Award - Minimum Grant: \$50,000 - Maximum Grant: \$500,000  
Applicants must demonstrate an in-kind or cash match from employers or other source besides state funding.

## Massachusetts Skills Capital Grant Program GRANT PROGRAM GUIDELINES

- Option 2: Multi year Award (FY 20 and FY 21 Funding); \$750,000 to \$1,500,000. For every \$3 of Skills Capital Grant funds requested Applicants must secure a minimum of \$1 of cash match to support related equipment or infrastructure from employers or other source besides state funding. Documentation of an awardees available matching resources will be required prior to contracting.

### **Optimizes Regional Training Capacity and Significantly Increases Supply of Skilled Workers in High Demand Industries While Serving the Targeted Population:**

Applicants must explain how the grant funding will improve the skills of the students and provide:

Preference for funding Increasing Capacity. (high recognition for achieving all three):

- Increase in number of students able to participate in an *existing* program
- Create a new program to meet demonstrated demand, based on labor market data and employer partnerships.
- Increase the availability and utilization of the equipment outside of the organization's normal working hours (e.g. after 5 PM, on Saturday, and/or on Sunday) to serve additional students.

Consideration for funding: Maintaining Quality

- If no increase in the number of participating students is projected in the existing program, the applicant must demonstrate a significant improvement in the skills of the students who are able to participate in the program because equipment will be replaced or updated, validated by relevant employers.

**Builds on Proven Programs:** Applicants should demonstrate that their funding proposal will improve the capacity and quality of a program that has achieved high quality and consistent results, or that launching of a new program is based on other programs that have achieved such results. For example, the program is approved by a state or federal agency, accredited, approved by a trade association or has been evaluated by a third party to determine its effectiveness. The applicant should also demonstrate the ability to successfully implement new initiatives and expend grant funding on a timely basis. If the applicant is currently applying for a new Chapter 74 Vocational program or Innovation Pathway designation they must be clearly identify the stage in the process and timeline for approval. Please note funds may be awarded conditionally on achieving program designation. Similarly, funds may be awarded conditionally if an Institution of Higher Education is applying for new program approval or is required to inform the Department of Higher Education on an option or certificate prior to student enrollment. Status must be clearly stated noting the stage in the process and timeline for approval.

- a. **Demonstrates Sustainability:** Applicants should show evidence of the ability to provide resources to maintain and operate the new equipment as well as to

**Massachusetts Skills Capital Grant Program  
 GRANT PROGRAM GUIDELINES**

sustain the enrollment and number of credentials awarded by an expanded or improved program.

- b. **Project Implementation and Budgeting:** Applicant must provide a project plan outlining milestones and provide documentation of budget resource requirements and matching funds.

**Application Forms and Guidance**

The following pages comprise the application forms required for this grant program. A complete proposal packet includes the following components: cover page, proposal narrative, proposed budget and a minimum of two letters of support from industry partners. Unless otherwise indicated, all sections must be completed. **Complete instructions on how to use the online application system are found here <https://webportalapp.com/appform/fy20skillscapital>**

Project Profile				
<b>Name of Lead Applicant Organization ^</b>				
<b>Applicant Type:</b> Please select ( <input checked="" type="checkbox"/> ) the type of organization that represents the lead organization.				
<input type="checkbox"/> Community-Based Organization, including Adult Basic Education Providers	<input type="checkbox"/> Local Workforce Development Entity	<input type="checkbox"/> Local Workforce Investment Board		
<input type="checkbox"/> Employer	<input type="checkbox"/> Employer Association	<input type="checkbox"/> Nonprofit Education, Training, or Other Service Provider		
<input type="checkbox"/> Higher Education Institution	<input type="checkbox"/> Labor Organization	<input type="checkbox"/> One-Stop Career Center		
<input type="checkbox"/> Labor Organization	<input type="checkbox"/> Vocational Education Institution			
<b>Department of Unemployment Assistance ID Number ^</b>		<b>Federal Employer ID Number (FEIN) ^</b>		
<b>Skill Capital Grant Funds Requested: Indicated Option (1 or 2) and Funding \$ Requested;</b>				
Lead Applicant Contact Information				
Role	Name / Title	Address	Phone	Email
<b>Primary Contact Person ^</b> (notified upon decision of grant award)				
<b>Authorized Signatory</b> (authorized to commit organization)				
<b>Fiscal Contact</b>				

**Massachusetts Skills Capital Grant Program  
 GRANT PROGRAM GUIDELINES**

<b>(fiscally responsible for project funds and submitting invoices)</b>				
<b>Project Manager, if known (contact over the course of the project)</b>				
<b>Partnership Members and Contact Information</b>				
<b>Please list the organizations and contact information for all required* and additional partners.</b>				
<b>Organization Type</b>	<b>Organization Name</b>	<b>Address</b>	<b>Contact Name / Title</b>	<b>Phone / Email</b>
<b>Employer Partner 1*</b>				
<b>Employer Partner 2*</b>				
<b>Other Relevant Partners...</b>				
<b>Example: Local Office of Public Agency</b>				
<b>Example: Community Based Organization</b>				
<b>Example: Workforce Development Board</b>				
<b>Example: One-Stop Career Center</b>				
<b>Example: Education Partner</b>				

## PROPOSAL NARRATIVE

**1. Applicant Request:** Organization may only submit one application and may select from the two options provided.

- **Option 1: FY 20 Award - Minimum Grant: \$50,000 - Maximum Grant: \$500,000** Applicants must demonstrate an in-kind or cash match from employers or other source besides state funding. Applicants must limit their funding request to supporting a maximum of two training program areas
- **Option 2: Multi year Award (FY 20 and FY 21 Funding); \$750,000 to \$1,500,000.** Applicants must limit their funding request to supporting a maximum of four training program areas Applicants seeking multi-year funding are required to meet matching resources and budgeting requirements identified on the multi-year funding budget sheet. For every \$3 of Skills Capital Grant funds requested Applicants must secure a minimum of \$1 of cash match to support related equipment or infrastructure from employers or other source besides state funding. Documentation of an awardees available matching resources will be required prior to contracting.

Please identify the funding option, funding amount request in and identify matching resources. If you are applying for Option 2: Multi Year (FY 20 and FY 21 Funding) grant please explain why multi year funding is required.

**2. Project Overview.** Please describe the following;

Provide a concise description of the lead applicant and the project. Include the organization's experience and past success/outcomes in education/workforce training serving the target population to accomplish the goals of the program utilizing the equipment requested in this application. Include:

- the WIOA Planning Region and MassHire Workforce geographic area (s) you are proposing to serve?
- the career technical education program (s) and occupation (s) that the equipment will support?
- Describe alignment to industry sectors, high-demand occupations and strategies prioritized in the Regional Labor Market Blueprint currently in development in your region. If you are not familiar with this regional plan, please contact your local Workforce Board for more information. ( Plans can be found on <https://www.mass.gov/regional-workforce-skills-planning-initiative> ) Additionally, the Workforce Skills Cabinet will prioritize the list of Chapter 74 programs included as Appendix A for funding consideration.
- the target population (s) that the program will serve?

- Who are and what are the role (s) of the primary industry, community, education/training, and workforce partners? Identify how the program spans or aligns to secondary and post-secondary in demand industry credentials?
- Over the next three years what number of students will be enrolled and complete the program?
- Over the next three years what type and number of credentials will be awarded?

**Use of Grant Resources:**

- Describe the equipment to be purchased.
- How did industry and/or employer partners provide input on what relevant equipment they need? To what extent does the equipment meet exact specifications to what a current employer needs and is on their own shop floors?
- If applying, for Option 2: Multi Year Funding please articulate how the investment of additional grant resources will significantly impact the regions workforce development.

**3. Project Questionnaire - Applicants must answer all of the questions below. Do not skip any questions or change the order of the questions.**

**A: Demand Driven and Reflects Regional Blueprint Plans (15 points):**

1. Describe the extent to which the program aligns to and/or correlates with priority industry sectors critical occupations and strategies for education, training and employment outcomes defined by the Workforce Skills Cabinet Regional Planning Blueprint for the applicant's area. Please note the Workforce Skills Cabinet will prioritize the list of Chapter 74 programs included as Appendix A for funding consideration.
2. Describe the applicant's experience related to meeting the needs of the target population and plans related specifically to the funding request for working with industry, economic development, workforce development, regional planning organizations and/or education providers to inform program design.
3. Describe past evidence of job placement for graduates from the program, including evidence provided by relevant regional employers.
4. Describe the applicant's experience and plan to work with complementary or similar programs in the region that provide opportunities for collaboration.
5. Complete the chart to identify the high-demand target occupation (including SOC coded (s) and current regional vacancies (job openings) and projected estimated number of future vacancies. For assistance related to vacancies contact your workforce development board. Standard Occupational Classification (SOC) code(s) information can be found at <http://www.onetonline.org>

Occupation	SOC Code	Current number of regional vacancies	Projected Number of local vacancies

**B: Leverages Partnerships and Matching Funding (25 Points and 5 Bonus Points):**

Provide evidence that the program the equipment will support is operated in close partnership with other organizations in the region to increase the program’s reach and capacity. Related to the program (s) and requested equipment and high-demand career pathways:

1. Identify and describe current and future partnerships and roles of economic development, MassHire career centers, workforce development organization(s) and/or community based organization(s).
2. Identify your current and anticipated education partners’ roles and activities related to the program(s) the new equipment is supporting.
3. Identify your current and anticipated employer partners’ roles and activities related to the program(s) the new equipment is supporting.
4. Identify any specific work-based learning experience activities related to the program. Describe plans for increasing the number of active employer partners. Identify if your partner currently is collaborating with Connecting Activities, Youth Works, STEM@Work, Register Apprentice or other education, state agency, or community based programs.
5. Attach at least two current letters of support from employer partners that identifies the sustainable role (s) they will provide to support the program. If an employer is providing in-kind support, please request the employer include the information in the letter.

**For Additional Bonus Points (5 Points):**

Describe the program’s new or scaling of current partnerships and roles including fiscal, staffing, and space utilization consideration with other high school, community colleges, apprentice programs, or training providers in the region. Clearly demonstrate the extent to which such partnerships rationalize, expand and optimize overall system capacity to serve a significantly larger number of students and close a regional skills gap.

**C: Optimizes Regional Training Capacity and Significantly Increases Supply of Skilled Workers in High-Demand Industries (25 points and 5 bonus points):**

1. Clearly Identify how you will meet the increasing capacity or maintain quality funding consideration identified below.

Increasing Capacity Preference for funding (high recognition for achieving all three):

- Increase in number of students able to participate in an *existing* program
- Create a new program to meet demonstrated demand, based on labor market data and employer partnerships.
- Increase the availability and utilization of the equipment outside of the organization’s normal working hours (e.g. after 5 PM, on Saturday, and/or on Sunday) to serve additional students.

Maintaining Quality Consideration for funding:

If no increase in the number of participating students is projected in the existing program, the applicant must demonstrate a significant improvement in the skills of the students who are able to participate in the program because equipment will be replaced or updated, validated by relevant employers.

2. Identify the target population (s) (*noting the description provided in the introduction*) that grant funded equipment will support. Identify how the program is designed specifically to recruit, assess and support the training and employment success of the targeted population.
3. Explain how you will provide focused career advisement and work readiness skills to support the success of students in the proposed program. Identify the specific role of you MassHire Board, MassHire Career Center, or other partners in implementing your program (s).
4. Please indicated the projected outcomes related to programs impacted by the equipment purchased with grant resources.

Outcome	FY 19	FY 20	FY 21	FY 22	FY 23
Number of Students Enrolled					
Number of Students Completing Program (s)					
Number of Credentials Awarded					
Number of Students Enrolled Participating in a Pre-Apprentice or Apprentice program					

**For Additional Bonus Points (5 Points)**

Identify how the program is designed to provide equitable access and will specifically recruit, assess and support the training of underrepresented, underemployed and unemployed individuals, including individuals with disabilities and/or barriers to employment. Identify the projected number of participants and credential (s) to be awarded. An individual with barriers to employment is an unemployed individual with one or more socio-economic challenges that must be addressed if



attainment and maintenance of employment is likely to be successful. For example, minorities, low-income individuals, individuals with disabilities, veterans, CORI, etc.

**D: Builds on Proven Programs (10 points):**

1. Please describe the program's track record of high quality and consistent results, or how this funding proposal is based on other programs that have achieved such results. For example, the program is approved by a state or federal agency, accredited, approved by a trade association or has been evaluated by a third party to determine its effectiveness.
2. Please describe the applicant's ability to successfully implement new initiatives and expend grant funding on a timely basis.
3. Please describe current practices or commitment to develop a plan to sustain or enhance enrollment levels and credentials awarded in to meet the region's workforce needs.
4. Please describe current plan or commitment to support industry and community engagement and partnering.

**E: Sustainability (10 points):**

1. Does the organization have a capital/operating plan for financing the ongoing maintenance and/or future replacement of the equipment? Please describe current plan or commitment to develop a plan.
2. Describe the extent to which the program has been able to leverage other state or federal funding sources. Identify the source, type and level of matching funds that are being provided to support the purchase of technology and equipment your application is requesting.
3. Describe the extent to which the program has been able to leverage other community or private sector funding matching sources. Identify the source, type and level of matching funds that are being provided to support the purchase of technology and equipment your application is requesting. Please note if you are applying for Option 2: Multi Year Award you must identify the source and amount of funds you will provide to meet the cash match requirement.

**F: Project Implementation and Budgeting (10 Points)**

1. For each program identify inclusive of student and partnerships activities the milestone timeline you will complete.
2. Please provide a projected timeline for purchasing and installing the proposed equipment.
3. Budget Submission:
  - a. A proposed grant budget should be prepared and submitted using the Excel Worksheet provided. For each program applicants should be able to outline specific equipment purchases to be made with this grant as well as estimated costs of installation and/or related costs. Total in proposed budget worksheet should equal total grant request. **Match Commitment:** As required applicants must demonstrate in-kind and/or cash match to support programs supported by the grant request.

**Appendix A - Workforce  
Skills Cabinet list of priority  
Chapter 74 Programs**

- **Biotechnology**
- **Building and Property Maintenance**
- **Construction Craft Laborer**
- **Culinary Arts**
- **Dental Assisting**
- **Diesel Technology**
- **Early Education and Care**
- **Electricity**
- **Electronics**
- **Engineering Technology**
- **Environmental Science & Technology**
- **Health Assisting**
- **Heating, Ventilation, Air Conditioning,  
Refrigeration**
- **Information Support Services and  
Networking**
- **Machine Tool Technology**
- **Medical Assisting**
- **Metal Fabrication & Joining Technologies**
- **Plumbing**
- **Programming and Web Development**
- **Robotics and Automation Technology**
- **Sheet Metalworking**

X. GENERAL BUSINESS  
Administration  
(April 6, 2020)

ITEM - gb #0-143  
S.C. MEETING - 4-16-20

ITEM:

To consider approval of a donation in the amount of \$25,000 from the Digital Federal Credit Union to support the programs of the WPS.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

X. GENERAL BUSINESS  
Administration  
(April 7, 2020)

ITEM - gb #0-144  
S.C. MEETING - 4-16-20

ITEM:

To consider amending all pending recognitions by forwarding letters in lieu of coming to a meeting.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

X. GENERAL BUSINESS  
Ms. Novick/Mrs. Clancey/Mr. Foley/  
Ms. McCullough/Mr. Monfredo  
(April 8, 2020)

ITEM - gb #0-145  
S.C. MEETING - 4-16-20

ITEM:

Request that the Administration report weekly on the number of students in the Worcester Public Schools contacted during the closure, due to the pandemic and on the efforts made to reach those as yet unreached.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for weekly reports.

RECOMMENDATION OF ADMINISTRATION:

The Administration concurs with the maker.

X. GENERAL BUSINESS  
Ms. Novick/Mrs. Clancey/Mr. Foley/  
Ms. McCullough  
(April 8, 2020)

ITEM - gb #0-146  
S.C. MEETING - 4-16-20

ITEM:

Request that the Administration report on the number of families that have:

- no internet access in their homes
- no electronic device for accessing the internet besides cell phones

and report back to the Committee with a plan to eliminate this gap in access.

For the purpose of this item, data on cell phones does not count as internet access

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for a report.

RECOMMENDATION OF ADMINISTRATION:

The Administration concurs with the maker.

X. GENERAL BUSINESS  
Mrs. Clancey/Mr. Foley/Ms. McCullough/  
Mr. Monfred0/Ms. Novick  
(April 8, 2020)

ITEM - gb #0-147  
S.C. MEETING - 4-16-20

ITEM:

Request that the Administration consider holding Individualized Education Plan (IEP) meetings during the shutdown.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS  
Mrs. Clancey/Mr. Foley/Ms. McCullough/  
Mr. Monfredo/Ms. Novick  
(April 8, 2020)

ITEM - gb #0-148  
S.C. MEETING - 4-16-20

ITEM:

Request that the Administration report on source of work assigned during the shutdown.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.



X. GENERAL BUSINESS

ITEM - gb #0-149

Ms. McCullough/Miss Biancheria/Mrs. Clancey/ S.C. MEETING - 4-16-20

Mr. Foley/Mr. Monfredo/Ms. Novick

(April 8, 2020)

ITEM:

To hold a live town hall meeting with the Superintendent and the Administration for students, parents and teachers to ask questions around remote learning and to get a general update from the district. Questions could possibly be asked through an online chat or submission feature.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Refer to the Administration.

X. GENERAL BUSINESS

Mr. Monfredo/Miss Biancheria/Mrs. Clancey/  
Mr. Foley/Mayor Petty  
(April 9, 2020)

ITEM - gb #0-150

S.C. MEETING - 4-16-20

ITEM:

Request that the Administration forward an e-mail to all teachers and nurses during the week of May 2<sup>nd</sup> for their dedication to the children of the Worcester Public Schools in celebration of Teachers and Nurses Appreciation Week.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for implementation.

RECOMMENDATION OF ADMINISTRATION:

Forward emails.

X. GENERAL BUSINESS ITEM - gb #0-151  
Mr. Monfredo/Miss Biancheria/Mrs. Clancey/ S.C. MEETING - 4-16-20  
Mr. Foley/Mayor Petty  
(April 9, 2020)

ITEM:

Request that the Administration forward a letter of thanks via E-mail during the week of April 20<sup>th</sup> to the secretaries and administrative assistants in appreciation of Administrative Professional Day.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

Refer to the Administration for implementation.

RECOMMENDATION OF ADMINISTRATION:

Forward emails.

X. GENERAL BUSINESS  
Administration  
(April 9, 2020)

ITEM - gb #0-152  
S.C. MEETING - 4-16-20

ITEM:

To review the status of the FY20 Budget and make appropriate transfers as required.

PRIOR ACTION:

BACKUP: Annex A (3 pages) contains a copy of the Budget Report Narrative  
Annex B (1 page) contains a copy of the Budget Report Summary

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Approve on a roll call.

**FY20  
 BUDGET STATUS  
 Third Quarter Report**

The status of all Salary and Ordinary Maintenance accounts as of March 31, 2020 are shown in Annex B. Presented for each account is the amount budgeted for the current fiscal year, the amount expended or committed as of March 31<sup>st</sup>, and the projected balance at the closing on June 30, 2020 as noted below. Salary and Ordinary Maintenance Account totals are:

<u>Budget Title</u>	<u>Budget Amount</u>	<u>Additional Appropriation</u>	<u>Expended or Encumbered 03/31/20</u>	<u>Projected Balance 06/30/20</u>
Salaries	\$240,607,987	\$243,560,966	\$153,600,062	\$4,227,205
Ordinary Maintenance	<u>\$124,320,037</u>	<u>\$125,974,362</u>	<u>\$107,291,647</u>	<u>\$1,664,107</u>
<b>Total General Fund</b>	<b>\$364,928,024</b>	<b>\$369,535,329</b>	<b>\$260,891,709</b>	<b>\$5,891,312</b>

At this point in the fiscal year, a total of \$260,891,709 (72%) has been expended or committed.

Due to the impact of the COVID-19 and the closure of district schools, the third quarter report represents a significant projected balance beyond previously expected savings identified in the previous quarterly budget status reports.

**Normal Operating Budget Estimated Budget Savings**

Prior to this unprecedented event and school closures and operation reductions, the third quarter report was trending towards a projected balance of approximately \$1.4 million primarily in the salary accounts due to continued vacancy of positions. These vacant positions have been identified in the previous quarterly reports included teaching staff, maintenance service salaries, administrative clerical, literacy tutors, MCAS tutors and ESL tutors. The special education tuition account (Account 500132-92000) was also projecting a balance due to the count of current students receiving out of district services than included in the FY20 budget estimates (\$333,000). Also, the health insurance account was projecting a balance due to the vacant positions previously noted (\$140,672). Normally, the quarterly report would assume the filling of these vacancies. For the most part, this quarterly projection assumes the positions will remain vacant for the remainder of the fiscal year. Based on experience prior to the school closures beginning on March 13, 2020, the third quarter budget status report would have projected a \$1.9 million balance.

**School Closure and Operation Reduction Savings from COVID-19**

The projected balance reflected in this report also represents the expected shut down period through the Governor's ordered closure through May 3, 2020. As a result, the budget status report reflects an additional \$3 million dollars and as stated above now assumes the continuance of most vacant positions through end of the year, reduction of normal overtime costs associated with building and transportation coverage, reduced transportation expenses of third party vendors including special education out-of-town placements, suspending any potential placements of

special education students, along with any notified closures of day and/or residential placements and with the building closures, the reduced usage of utilities and trash removal.

These estimates assume payments to third party transportation providers (at 77% of the daily contract rate) and out of district special education placements.

It is important to note that in most instances, these savings are estimated through the closure as ordered by the Governor through May 4, 2020. Should the closure be extended through the end of the year, then additional budget savings will be realized in this budget.

Included in the budget status report are unexpected incurred costs that include the purchasing of additional cleaning and disinfectant supplies, commercial disinfectant sprayers, third party vendor building cleaning services, personal protection equipment, technology including teleconference licensing and additional hardware for remote working environments, along with printing supplies, postage and mailing services for student packets and expected increased unemployment costs associated with this shut down.

The additional expected expenditures are represented in the chart below.

<b>Account</b>	<b>Account Title</b>	<b>Additional Expected Expenditures</b>
500133-92000	<b>Printing &amp; Postage</b> for mailing of instructional packets and elementary report cards (third quarter and end of year)	\$177,500
500136-92000	<b>Miscellaneous Educational OM</b> for added technology purchases and medical supplies, such as personal protection equipment (PPE).	\$65,244
500137-96000	<b>Unemployment Compensation</b> for additional claims experienced during school closure.	\$175,000
500152-92000	<b>Facilities Ordinary Maintenance</b> for cleaning supplies and materials and contracted cleaning services	\$223,567
<b>Total</b>		<b>\$641,311</b>

Items that will impact these year-end budget estimates:

- School closure date if extends beyond May 4, 2020.
- School Nutrition Revolving Fund with 94% reduction in daily meals served. The account will likely need support from the general fund savings if closure continues beyond May 4, 2020.

As part of the April 16, 2020 School Committee meeting, the Administration will provide an update on FY21 Budget information. The initial budget presentations to the School Committee, including the Community Input Sessions associated with the Student Opportunity Act, the Administration demonstrated that available funds for new or expanded services was not likely even though the district's resource allocation process continues to identify needs in class size and

content teachers, special needs and ELL services, social emotional needs, along with professional development and technology needs. The Administration recommends that the projected savings be used to address non-salary, one-time expenses as included in FY21 resource allocation requests that can be purchased now as funds would not otherwise be available next fiscal year as well as to backfill unexpected costs that have occurred this year due to COVID-19 and closure-related activities.

Based on the projected balance, the Administration recommends the following actions:

Purchase 3,300 Chromebooks	\$1,000,000
Social Emotional Materials and Evaluations	\$ 895,000
Special Education Equipment, Materials, Assessments	\$ 770,250
Textbooks, Educational Materials, Software Licenses	\$ 737,550
Grade 7 & 8 ELA Materials	\$ 614,000
District Information Technology Upgrades	\$ 500,000
World History & World Geography Textbooks	\$ 378,000
English Learner Curriculum Materials	\$ 300,000
Facilities Department OM (backfill COVID-19 supplies)	\$ 224,000
Technology Enrichment Curriculum	\$ 137,200
Phone System Replacement WTHS	\$ 100,000
Payment of AP Exams (no fees for students this year)	\$ 70,000
Projectors, Carts, Document Cameras for Schools	\$ 65,000
School Security Equipment (cameras)	\$ 50,000
<b>TOTAL</b>	<b>\$5,891,000</b>

In order to provide funds necessary to reflect these recommendations and to balance deficit accounts, the Administration recommends the following transfer of funds:

<b>Amount</b>	<b>From Account</b>	<b>Account Title</b>	<b>To Account</b>	<b>Account Title</b>
\$1,000,000	500-91111	Teacher Salaries	500136-92000	Miscellaneous Educational OM
\$895,000	540103-92000	Transportation	500-92204	Instructional Materials
\$770,250	500132-92000	Tuition	500-92204	Instructional Materials
\$737,550	500-91111	Teacher Salaries	500-92204	Instructional Materials
\$614,000	500-91111	Teacher Salaries	500-92204	Instructional Materials
\$500,000	540103-92000	Transportation	500136-93000	Miscellaneous Educational OM
\$378,000	500-91111	Teacher Salaries	500-92204	Instructional Materials
\$300,000	500-91114	Teacher Substitutes Salaries	500-92204	Instructional Materials
\$285,565	500-91120	Maintenance Salaries	500152-92000	Facilities Ordinary Maintenance
\$224,000	500146-92000	Building Utilities	500152-92000	Facilities Ordinary Maintenance
\$200,000	500146-92000	Building Utilities	500133-92000	Printing and Postage
\$200,000	500-91118	Supplemental Program Salaries	500137-96000	Unemployment Compensation
\$137,200	500-91114	Teacher Substitutes Salaries	500-92204	Instructional Materials
\$100,000	500-91110	Administration Salaries	500136-92000	Miscellaneous Educational OM
\$70,000	500-91114	Teacher Substitutes Salaries	500130-92000	Personal Services
\$65,000	500-91114	Teacher Substitutes Salaries	500136-92000	Miscellaneous Educational OM
\$50,000	500-91114	Teacher Substitutes Salaries	500136-92000	Miscellaneous Educational OM

**WORCESTER PUBLIC SCHOOLS  
 2019-2020 BUDGET ACCOUNT SUMMARY  
 THIRD QUARTER REPORT**

<u>Account</u>	<u>Account Title</u>	<u>Adopted</u>	<u>Transfers</u>	<u>Budget</u>	<u>Expended or Encumbered</u>	<u>Projected Balance</u>
500-91110	Administration Salaries	\$13,570,607	-\$184,150	\$13,386,457	\$10,086,473	\$97,547
500-91111	Teacher Salaries	\$178,366,164	-\$998,709	\$177,367,455	\$106,053,985	\$2,852,890
500-91112	School Committee Salaries	\$88,692		\$88,692	\$59,412	-\$2,630
500-91114	Teacher Substitutes Salaries	\$2,535,850		\$2,535,850	\$1,300,933	\$602,218
500-91115	Instructional Assistants Salaries	\$11,861,092	\$20,000	\$11,881,092	\$10,298,609	-\$97,644
500-91116	Coach Salaries	\$705,723		\$705,723	\$466,845	\$60,290
540-91117	Transportation Salaries	\$3,699,673		\$3,699,673	\$2,628,193	-\$122,109
500-91118	Supplemental Program Salaries	\$1,722,466		\$1,722,466	\$1,096,715	\$257,578
500-91119	Custodial Salaries	\$7,244,180		\$7,244,180	\$5,296,278	-\$148,534
500-91120	Maintenance Service Salaries	\$2,067,348	\$40,000	\$2,107,348	\$1,322,755	\$285,565
500-91121	Administrative Clerical Salaries	\$3,396,448		\$3,396,448	\$2,533,063	\$149,168
500-91122	School Clerical Salaries	\$2,246,483	\$20,000	\$2,266,483	\$1,560,672	-\$68,718
500-91123	Non Instructional Salaries	\$2,577,249		\$2,577,249	\$2,243,939	\$47,592
540-91124	Crossing Guard Salaries	\$507,469		\$507,469	\$338,800	-\$1,501
500-91133	School Nurse Salaries	\$5,746,381		\$5,746,381	\$3,531,559	\$152,489
500-91134	Educational Support Salaries	\$5,245,497		\$5,245,497	\$3,133,629	\$204,049
540-97201	Transportation Overtime Salaries	\$648,804		\$648,804	\$631,186	-\$104,571
500-97203	Custodial Overtime Salaries	\$1,100,050		\$1,100,050	\$795,294	\$107,671
500-97204	Maintenance Overtime Salaries	\$158,458		\$158,458	\$129,961	\$497
500-97205	Support Overtime Salaries	\$72,334		\$72,334	\$91,761	-\$44,641
	Salary Total	\$243,560,966	-\$1,102,859	\$242,458,107	\$153,600,062	\$4,227,205
500101-96000	Retirement	\$18,580,578		\$18,580,578	\$19,403,854	-\$19,882
540103-92000	Transportation	\$16,313,235		\$16,313,235	\$15,428,481	\$1,379,276
500122-92000	Athletic Ordinary Maintenance	\$456,592		\$456,592	\$321,149	\$35,000
500123-96000	Health Insurance	\$47,648,023		\$47,648,023	\$34,266,933	\$140,672
500125-92000	Other Insurance Programs	\$61,688		\$61,688	\$62,963	-\$1,274
500129-96000	Workers Compensation	\$1,930,005		\$1,930,005	\$1,498,328	-\$32,623
500130-92000	Personal Services	\$2,279,319	\$184,150	\$2,463,469	\$2,540,930	-\$140,009
500132-92000	Tuition	\$19,804,695		\$19,804,695	\$16,598,456	\$761,601
500133-92000	Printing & Postage	\$276,366		\$276,366	\$402,089	-\$204,654
500-92204	Instructional Materials	\$4,216,261	\$518,709	\$4,734,970	\$3,100,042	\$0
500136-92000	Miscellaneous Educational OM	\$4,007,377	\$400,000	\$4,407,377	\$4,069,115	-\$119,124
500137-96000	Unemployment Compensation	\$411,463		\$411,463	\$419,900	-\$358,436
500146-92000	Building Utilities	\$5,634,835		\$5,634,835	\$4,753,918	\$732,125
500152-92000	Facilities Ordinary Maintenance	\$4,353,925		\$4,353,925	\$4,425,490	-\$508,565
	Non Salary Total	\$125,974,363	\$1,102,859	\$127,077,222	\$107,291,647	\$1,664,107
	<b>Total General Fund Budget</b>	<b>\$369,535,329</b>	<b>\$0</b>	<b>\$369,535,329</b>	<b>\$260,891,709</b>	<b>\$5,891,312</b>



XI. EXECUTIVE SESSION  
Administration  
(April 9, 2020)

ITEM - gb #0-153  
S.C. MEETING - 4-16-20

ITEM:

To discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares – Educational Association of Worcester, Units A & B (Educators/Administrators), Aides to the Physically Handicapped, Monitors and Drivers, Instructional Assistants, Parent Liaisons, Tutors, and Therapy Assistants; Massachusetts Nurses Association, Worcester School Nurses; N.A.G.E. R1-16, Cafeteria Workers; Massachusetts Laborers’ District Council for and in behalf of Worcester Public Service Employees Local Union 272 of the Laborers’ International Union of North America, AFL-CIO, Educational Secretaries.

PRIOR ACTION:

BACKUP:

RECOMMENDATION OF MAKER:

RECOMMENDATION OF ADMINISTRATION:

Discuss.