

*Worcester Public Schools
Office of Grants Management*

	Grant Acceptance Form
Name of Grant:	Alternative Education
Type of Funder:	State-Funded Competitive Grant Program
Awarded Amount:	\$20,000.00
Grant Funding Period:	October 15, 2015 - June 30, 2016
Project title:	Education Pathways to Support Students Most At-Risk of Not Graduating from High School
Program coordinator:	Dolores Gribouski, Quadrant Manager
Purpose:	To help districts plan, pilot, or enhance middle school and high school level district and inter-district alternative education programs/schools that serve students who are most at risk of not graduating from high school.
Description of the program:	Strengthening curriculum and instruction; improving educator effectiveness; using data effectively to support student achievement; and turning around our lowest performing schools.
Program location:	Worcester Public Schools
Outcomes and Measures:	To provide students a pathway to earn a diploma, which have been or otherwise might be subject to a long-term suspension or expulsion.

**GRANTS REPORT
2015-2016**

Fund	Grant	Purpose/Priorities	Amount
790	Alternative Education	<p>The purpose of this state-funded competitive grant program is to help school districts plan, pilot, or enhance middle school and high school level district and inter-district alternative education programs/schools that serve students who are most at risk of not graduating from high school.</p> <p>The target population includes, but is not limited to: students identified as high and moderate risk in the Early Warning Indicator System (EWIS); students who are suspended or expelled, students who are chronically truant, students that have mental health concerns, and/or students with course failures.</p>	\$20,000.00

Use of Funds

Funds may be used for:

Salaries for staff or stipends
Curriculum development
Consultants
Substitutes
Community partnerships
Technology
Travel
Training
Purchase of materials and supplies

Funds cannot be used to pay students for programs exclusively serving students with disabilities or to supplant existing alternative education programs.

MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
STANDARD CONTRACT FORM AND APPLICATION FOR PROGRAM GRANTS

PART I - GENERAL

A. APPLICANT: Worcester Public Schools		District Code:	0	3	4	8
ADDRESS: 20 Irving Street						
Worcester, MA 01609						
TELEPHONE: (508) 799-3108						

B. APPLICATION FOR PROGRAM FUNDING

790	Alternative Education State Grant: Education Pathways to Support Students Most At-Risk of Not Graduating from High School (Competitive)	PROJECT DURATION		AMOUNT REQUESTED
FY2016	STATE GRANT administered by the OFFICE OF COLLEGE AND CAREER READINESS	FROM	TO	\$20,000
		Upon Approval	6/30/16	

C. I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS CORRECT AND COMPLETE; THAT THE APPLICANT AGENCY HAS AUTHORIZED ME, AS ITS REPRESENTATIVE, TO FILE THIS APPLICATION; AND THAT I UNDERSTAND THAT FOR ANY FUNDS RECEIVED THROUGH THIS APPLICATION THE AGENCY AGREES TO COMPLY WITH ALL APPLICABLE STATE AND FEDERAL GRANT REQUIREMENTS COVERING BOTH THE PROGRAMMATIC AND FISCAL ADMINISTRATION OF GRANT FUNDS.

AUTHORIZED SIGNATORY: <i>Melinda J. Boone</i>	TITLE: Superintendent
TYPED NAME: Melinda J. Boone, Ed.D.	DATE: 9.16.15

DATE DUE: September 18, 2015

Proposals must be received at the Department by 5:00 p.m. on the date due.

Mail the Fund Code 790 proposal listed on this signature page to:

Carrie Harrington
Office of College and Career Readiness
Massachusetts Department of Elementary and Secondary Education
75 Pleasant Street
Malden, MA 02148-4906

Number of sets: 2

DO NOT WRITE BELOW THIS LINE

MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION USE ONLY	
GRANTS MANAGEMENT	
For the Department Authorized Signatory:	Date:

ORIGINAL

FY 2016 - College and Career Readiness - PART II WORKBOOK					
PART II-A: PROJECT EXPENDITURES - DETAIL INFORMATION				A. GRANT 3-DIGIT FUND CODE 790	
B. APPLICANT AGENCY CONTACT INFORMATION:				Applicant/District 4-digit code (if known): 0348	
Applicant Agency: Worcester Public Schools		Address: 20 Irving Street, Worcester MA			
Contact Person: Gregory Bares		Zip Code: 01609			
Telephone: (508) 799-3108		E-mail address: BaresG@worc.k12.ma.us			
<p>Please complete the grant-specific information requested above, below, and to the right, and submit with all required Funding Opportunity documents (Print on portrait setting. If using Page Setup it should say 2 pages wide by 2 pages tall.) Two pages will be the Budget (II-A) and two pages will be the Budget Narrative (II-B). <i>This Part II Budget and Budget Narrative workbook is for FY13 Learning Support Services (LSS) & College and Career Readiness (CCR) programs. These should print on a total of four (4) pages.</i> <i>If you have any questions, contact the LSS or CCR Units via achievement@doe.mass.edu or 781-338-3010.</i></p>					
<input type="checkbox"/>					
signatures and the amount of funds assigned by each participating agency, must also be submitted.					
D. STAFFING CATEGORIES					
	E.	F.	G.	H.	I. LINE ITEM
	# of Staff	FTE	MTRS	AMOUNT	SUB-TOTAL
1. ADMINISTRATORS:					
Supervisor/Director					
Project Coordinator					
Stipends					
Note hourly rate or write "flat rate:"					
SUB-TOTAL	0.00	0.00			\$0
	E.	F.	G.	H.	I. LINE ITEM
	# of Staff	FTE	MTRS	AMOUNT	SUB-TOTAL
2. INSTRUCTIONAL/PROFESSIONAL STAFF:					
Stipends					
Note hourly rate or write "flat rate:"					
SUB-TOTAL	0.00	0.00			\$12,350
3. SUPPORT STAFF	E.	F.	G.	H.	I. LINE ITEM
<i>If Stipends:</i> Note hourly rate or write "flat rate:"	# Of Staff	FTE	MTRS	AMOUNT	SUB-TOTAL
Aides/Paraprofessionals					
Secretary/Bookkeeper					
Other Grant support	1	0.15		\$1,450	
SUB-TOTAL	1.00	0.15			\$1,450
<p>* Check the MTRS box if the identified employee(s) is/are a member of the MA Teachers' Retirement System. This requirement only applies to federally funded grant programs</p>					
4. FRINGE BENEFITS:				H.	I. LINE ITEM
				AMOUNT	SUB-TOTAL
4-a MA TEACHERS' RETIREMENT SYSTEM (Federally funded grants only)					
4-b OTHER FRINGE BENEFITS (Other retirement systems, health insurance, FICA)					
SUB-TOTAL					\$0

Applicant Agency: Worcester Public Schools			Fund Code: 790	
5. CONTRACTUAL SERVICES: Indicate the services to be provided and the rate to be paid per hour or per day, whichever is applicable.			H. AMOUNT	I. LINE ITEM SUB-TOTAL
	Rate(\$)	Hour/Day		
Consultants				
Specialists				
Instructors				
Speakers				
Substitutes				
Other				
SUB-TOTAL				
6. SUPPLIES AND MATERIALS: Items costing less than \$5,000 per unit or having a useful life of less than one year.			H. AMOUNT	I. LINE ITEM SUB-TOTAL
Textbooks and Instructional Materials	Materials that will be used by the		\$6,000	
Instructional Technology including Software				
Non-Instructional Supplies				
SUB-TOTAL				\$6,000
7. TRAVEL: Mileage, conference registration, hotel, and meals			H. AMOUNT	I. LINE ITEM SUB-TOTAL
Supervisory Staff				
Instructional Staff				
Other				
SUB-TOTAL				\$0
8. OTHER COSTS: Please indicate the amount requested in each category			H. AMOUNT	I. LINE ITEM SUB-TOTAL
Transportation of Students				
Memberships/Subscriptions/Computer Licenses				
Advertising				
Printing/Reproduction				
Maintenance/Repairs				
Rental of Space				
Rental of Equipment				
Telephone/Utilities				
SUB-TOTAL				\$0
9. INDIRECT COSTS				
		Approved Rate:	1.00%	\$200
10. EQUIPMENT: Attach a list with a statement of need and cost of each item.			H. AMOUNT	I. LINE ITEM SUB-TOTAL
Instructional Equipment				
Non-Instructional Equipment				
SUB-TOTAL				\$0
TOTAL FUNDS REQUESTED				\$20,000

FY 2015 - College and Career Readiness - PART II WORKBOOK		
PART II-B- BUDGET NARRATIVE PAGES	F	FUND CODE 790
APPLICANT AGENCY: Worcester Public Schools		Applicant/District four-digit code: 0348
<p>INSTRUCTIONS:</p> <p>Provide a budget narrative that describes, by line item, the purpose of each expenditure. The breakdown should reflect cost/unit and number of units where applicable.</p> <p>For details regarding budget requirements related to this grant, see the grant's Funding Opportunity documents.</p> <p>For a description of what should be included in each line item, see <i>Grants for Schools: Getting Them and Using Them, A Procedural Manual</i>: http://finance1.doe.mass.edu/Grants/procedure/manual.html</p> <p><i>This Part II Budget and Budget Narrative workbook is for FY13 Learning Support Services (LSS) & College and Career Readiness (CCR) programs. These should print on a total of four (4) pages.</i> <i>If you have any questions, contact the LSS or CCR Units via achievement@doe.mass.edu or 781-338-3010.</i></p>		
<p>J1. BUDGET NARRATIVE—ADMINISTRATORS</p> <p>To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):</p> <div style="border: 1px solid black; height: 100px; margin-top: 10px;"></div>		
<p>J2. BUDGET NARRATIVE—INSTRUCTIONAL STAFF</p> <p>To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):</p> <p>Stipend for grant coordination</p> <p>Stipend for coach for grant oversight and coordination of efforts of all participants and appropriate follow-up: 1 staff x 20 hours x \$40 per hour = \$800</p> <p>Stipends for instructional staff:</p> <p>Stipends for teachers to work independently in building these units: 11 teachers x 30 hours x \$35 per hour = \$11,550</p>		
<p>J3. BUDGET NARRATIVE—SUPPORT STAFF</p> <p>To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):</p> <p>Grant support:</p> <p>Duties include data and financial reporting, correspondence, bookkeeping, payroll, purchase order and supply processing, ensure fiduciary and programmatic compliance, and provide additional grant management support as needed 1 staff X .15 FTE = \$1,450</p>		
<p>To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):</p> <div style="border: 1px solid black; height: 100px; margin-top: 10px;"></div>		

APPLICANT AGENCY: Worcester Public Schools

FUND CODE: 790

J5. BUDGET NARRATIVE—CONTRACTUAL SERVICES

To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):

J6. BUDGET NARRATIVE—SUPPLIES AND MATERIALS

To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):

Supplemental materials that will be used by teachers in the classroom in support of their work with students in increasing reading comprehension skills: 12 classrooms x \$500 per classroom = \$6,000

J7. BUDGET NARRATIVE—TRAVEL

To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):

J8. BUDGET NARRATIVE—OTHER COSTS

To add narrative, click on the cell below (the "Enter" key works only when "Alt" + "Enter" are pressed together):

J9. BUDGET NARRATIVE - INDIRECT COSTS

1 % as authorized by the Worcester Public School Committee

J10. BUDGET NARRATIVE—EQUIPMENT





EQUIPMENT: Please attach a list with a statement of need and cost for each item.

Grants and Other Financial Assistance Programs: FY2016

Alternative Education State Grant: Education Pathways to Support Students Most At-Risk of Not Graduating from High School (Competitive) Fund Code: 790

Purpose: The purpose of this state-funded competitive grant program is to help school districts plan, pilot, or enhance middle school and high school level district and inter-district alternative education programs/schools that serve students who are most at risk of not graduating from high school.

The target population includes, but is not limited to: students identified as high and moderate risk in the Early Warning Indicator System (EWIS), students who are suspended or expelled, students who are chronically truant, students who have mental health concerns, and/or students with course failures.

Priorities: This grant program also supports implementation of Massachusetts' **District Standards and Indicators**   and the state's **high priority strategies**   for increasing student achievement. In so doing the program serves to strengthen the capacity of school districts to educate the Commonwealth's neediest children.

Specifically, this grant program may be used in support of the following District Standards (and Indicators): Curriculum and Instruction (sufficient instructional time); Assessment (data-based decision-making, student assessment); and Student Support (academic support, access and equity, educational continuity and student participation, services and partnerships to support learning).

In addition, this grant program is intended to support the state's goal of success after high school through four priority areas: strengthening curriculum and instruction; improving educator effectiveness; using data effectively to support student achievement; and turning around our lowest performing schools.

In particular, this grant opportunity focuses on the development or implementation of an alternative education pathway that addresses two required priority components:

1. Providing socio-emotional supports (behavioral health support)
2. Meeting the requirements of the Massachusetts discipline law, Chapter 222: An Act Relative to Student Access to Educational Services and Exclusion from School, including education options for:
 - students at-risk for dropping out (Section 8)
 - students that are suspended or expelled (Sections 1, 2, and 9)

In addition to these two required priority components, applicants may also implement through the grant additional optional components for student-centered learning:

1. Implementing a competency based education system
2. Implementing Individual Learning Plans (ILPs)
3. Providing contextual learning opportunities

Applicants must address the two required priority components, and any optional components, through the selection of one of the following grant missions:

1. **Pilot** - Funds are used to implement an innovative, *new* alternative education program/school.
2. **Enhancement** - Funds are used to enhance an *existing* alternative education program/school.

Descriptions of the two required and three optional priority components for student-centered learning, as well as the three grant mission options, are included in the *Descriptions of Options for Grant Mission and Grant Priority Components* document listed under "[Additional Information](#)" below.

Grants will be awarded to districts that propose activities based upon research-based interventions that:

- educate students using the same academic standards and curriculum frameworks as used with all students;
- provide an opportunity for students to earn a high school diploma (for high school programs);
- have small class sizes that use engaging instruction, address individual learning styles, and provide a supportive environment;
- use flexible scheduling;

- use family-based approaches and self-improvement, behavior management, and life skills training to help provide students with tools to better manage their lives and attitudes;
- provide a comprehensive array of social services to support students with issues that can cause school failure, excessive absenteeism, truancy, and dropping out of school; and
- use pre- and post-evaluative data in program development and assessment of program outcomes.

All selected districts will participate in professional development, networking, and evaluation activities during the 2015-16 school year.

Eligibility: All public school districts and education collaboratives are eligible to apply for this grant. Applicants must describe their need for the grant in the "Required Program Information."

Funding: Applicants may apply for up to \$20,000 for either the Pilot or Enhancement grant. A total of \$250,000 is available.

Fund Use: Grant funds may be used for salaries for staff salary or stipends, curriculum development, consultants, substitutes, community partnerships, technology, travel, training, and purchase of materials and supplies.

Grant funds may not be used to pay students for program participation, however modest incentives (e.g., school supplies, meals, transportation) are permitted.

Grant funds may not be used for programs exclusively serving students with disabilities or to supplant existing alternative education programs.

Project Duration: Upon Approval through 6/30/2016

Program Unit: College and Career Readiness

Contacts: Jenny Curtin jcurtin@doe.mass.edu
Lisa Harney lharney@doe.mass.edu
Carrie Harrington charrington@doe.mass.edu

Phone Number: (781) 338-3906

Date Due: **Friday, September 18, 2015.**
Proposals must be received at the Department by 5:00 p.m. on the date due.
Note: Proposals received earlier than the due date will be reviewed and processed on a rolling basis. Proposals must be submitted and approved before funded services may begin.

Required Forms:

- ☒ ☐ Part I - General - Program Unit Signature Page - (Standard Contract Form and Application for Program Grants)
- ☒ ☐ Part II Workbook - Budget (II-A) and Budget Narrative (II-B)*
(Print and mail with the application all four budget and budget narrative pages. See important opening instructions below.)
- ☒ ☐ Part III - Required Program Information
- ☒ ☐ Part IV - Grant Assurances
- ☒ ☐ Part V - Dropout Reduction Student Support and Intervention Mapping Tool
- ☒ ☐ Part VI - Alternative Education code form (*only* required for applicants that do not currently have a Department-provided Alternative Education code for SIMS data collection)

Additional Information:

- ☒ The Massachusetts definition of Alternative Education
- ☒ ☐ Descriptions of Options for Grant Mission and Grant Priority Components
- ☒ ☐ FC790 Recipients FY14 and FY15

Submission Instructions: Applicants must submit the complete application via email **and** via mail, following the instruction below:

1. Email the complete application (without signatures) to: charrington@doe.mass.edu
2. Mail two (2) complete applications with an originals signatures on Part I (Signature Page) and on the Grant Assurances page to:

Carrie Harrington
College and Career Readiness
Massachusetts Department of
Elementary and Secondary Education
75 Pleasant Street
Malden, MA 02148-4906

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Alternative Education

Frequently Asked Questions and Promising Practices

I. General Questions

2. What are the goals of Alternative Education?

The overarching goal of quality Alternative Education programs/schools is to provide options for students who, for a variety of reasons, are not benefiting from the traditional school structure. A more specific goal is to provide an educational environment that helps to prevent students from dropping out of school (or brings back students who previously dropped out), and to accomplish this through flexibility, intensive behavioral supports, self-regulation, social and emotional supports, and intensive instruction and remediation to help students meet state and local graduation requirements. Because students enrolled in Alternative Education programs or schools must be taught to the same academic standards established for all students, Alternative Education provides a different pathway for students to meet the same high education standards as all other students across the Commonwealth.

Alternative Education programs/schools may enroll students based on a particular theme or set of innovative instructional strategies. Alternative Education may also include programs designed to provide students a pathway to earn a diploma, which have been or otherwise might be subject to a long-term suspension or expulsion. Some Alternative Education programs/schools may place a heavy emphasis on behavior modification through positive behavioral intervention. Other Alternative Education programs and schools focus on remediation and social-emotional support for students who may be pregnant/parenting, truant, returned dropouts, transitioning from delinquency placement, and struggling students who are not meeting local promotional requirements. Schools that impose long-term exclusions may transfer students to Alternative Education programs/schools to address behavior as an educational matter and to mitigate the students' loss of education.

Depending upon the nature and purpose of the Alternative Education and the needs of the students being served, Alternative Education can serve students for varying amounts of time. The goal of the Alternative Education program/school may be to retain students until graduation or to transition students back to a traditional middle or high school.

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Last Updated: September 20, 2012

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Massachusetts Department of
Elementary & Secondary Education

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Alternative Education

About Alternative Education

- [Definition of Alternative Education](#)
- [Common Elements of Alternative Education](#)
- [Factors that Place Students At Risk](#)
- [Frequently Asked Questions and Promising Practices](#)

Massachusetts Alternative Education Definition

Alternative Education is an initiative within a public school district, charter school, or educational collaborative established to serve at-risk students whose needs are not being met in the traditional school setting.

For the purposes of this definition, Alternative Education does not include private schools, home schooling, General Educational Development (GED) services, or gifted and talented programs. Alternative Education may serve some students with disabilities but is not designed exclusively for students with disabilities.

Alternative Education may operate as a program or as a separate self-contained school:

- Alternative Education *programs* may function within a single school or be a program affiliated with one or more schools or school districts. Alternative Education programs must be affiliated with at least one school that has a school code assigned by the Department.
- Alternative Education *schools* that operate as self-contained public schools must comply with Massachusetts laws and regulations that guide the operation of schools in the Commonwealth and must be assigned a school code by the Department.

Students enrolled in Alternative Education programs or schools shall be taught to the same academic standards established for all students in the Commonwealth. Alternative Education programs or schools shall employ highly qualified teachers as defined by the federal No Child Left Behind Act of 2001. At the secondary level, Alternative Education programs or schools shall not limit student access to the opportunity to earn a high school diploma. All students enrolled in an Alternative Education program or school must be reported in the Student Information Management System (SIMS) as an enrolled student and assigned the designated Alternative Education code.

Students who may benefit from an Alternative Education include those who are pregnant/parenting, truant, suspended or expelled, returned dropouts, delinquent, or students who are not meeting local promotional requirements.

Last Updated: January 2, 2008

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Massachusetts Department of
Elementary & Secondary Education

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Fund Code - 220-T: Continuing Supplementary Support to Specific Underperforming Sch... Page 1 of 1

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Grants and Other Financial Assistance Programs: FY2013

Continuing Supplementary Support to Specific Underperforming School Districts: Support for Expanded Time for Students and Teachers at the English High School, Boston Public Schools Fund Code: 220-T

Purpose: The purpose of this state-funded grant program is to provide supplementary support to Boston Public Schools by sustaining the expanded school day for students and teachers at the English High School through the 2012-13 School Year.

Priorities: The priority of this grant is to support the district's provision of additional direct instructional support and teacher professional development at English High School during expanded time, as defined in the Joint Resolution Agreement.

Eligibility: Only Boston Public Schools is eligible at this time.

Funding: Funding is available for up to \$250,000.

Fund Use: Funds can be used for activities listed in the Priority section above and may include stipends, consultant fees, materials purchases, and other directly related non-administrative costs.

Project Duration: Upon Approval - 6/30/2013


Program Unit: Office of District and School Turnaround - Center for Targeted Assistance

Contact: Russ Fleming rfleming@doe.mass.edu

Phone Number: (781) 338-6259

Date Due: Friday, August 17, 2012

Required Forms:

1.  Electronic Workbook
Note: Included in the Workbook are the:
 - a. Part I - General - Program Unit Signature Page - Standard Contract Form and Application for Program Grants; and
 - b. Part II - Budget Detail Pages, including Form AM1 for future use.

Submission Instructions: Submit two (2) hard copy sets with an original signature of the Superintendent.

Mail to:

**Russell Fleming
School Improvement Grant Programs
Massachusetts Department of
Elementary and Secondary Education
75 Pleasant Street
Malden, MA 02148-5023**

Also, email the budget workbook to schoolimprovementgrants@doe.mass.edu.

Last Updated: August 15, 2012

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