

**MANCHESTER BOARD OF EDUCATION
REGULAR MEETING
Monday, August 30, 2021
Lincoln Center - Hybrid: In-Person and Virtual Meeting**

Board of Education Meeting

7:00 P.M. - Virtual

Public access to view meeting :

Live streaming on FaceBook: [Link to MPS Pride FaceBook Page](#)

Live at Silk City TV: [Link to Live at Silk City TV](#)

On demand after the meeting: [Link to on-demand after the meeting](#)

A. OPENING

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Board of Education Minutes - August 9, 2021 A - 3

B. COMMITTEE REPORTS

C. CONSENT CALENDAR

- 1) Personnel Actions C - 1
- 2.) Transfer of Funds C - 2
- 3.) Permission to apply for the Rise Innovation Grant for the FY 21-22 in the amount of \$210,000 C - 3

D. REPORT FROM STUDENT REPRESENTATIVE - None

E. PUBLIC COMMENTS - [Request to Speak Form](#)

Residents that would like to speak during public comments session must complete the [Request to Speak Form](#)

F. SUPERINTENDENT'S REPORT

- 1.) Update on Opening of School, Matt Geary, Superintendent of Schools F - 1
- 2.) Update on Building Projects, Matt Geary, Superintendent of Schools F - 2

G. UNFINISHED BUSINESS

H. NEW BUSINESS

I. PUBLIC COMMENTS - [Request to Speak Form](#)

Residents that would like to speak during public comments session must complete the [Request to Speak Form](#)

J. COMMUNICATIONS - None

K. ITEMS FOR FUTURE AGENDAS
Topics for Superintendent's Report

Monday, September 13, 2021

District Improvement Plan Update
Professional Development Highlights

Monday, September 27, 2021

Update on Technology

Thursday, October 14, 2021

Bowers Update

L. ADJOURNMENT

Welcome to the Manchester Board of Education meeting. Observers are always welcome. The following instructions are to assist those who wish to speak during the Public Comment session(s):

- 1) *Print your name and address on the sign-in sheet at the podium for accurate record keeping.*
- 2) *State your name and address for the record. Students state name only.*
- 3) *First Session: Three minute time limit for any item that may come before the Board. Listen for the bell.*
- 4) *Second Session: Comments must be limited to items on the Board's agenda for this meeting. The Board Chair has the discretion to limit comment time.*
- 5) *Written statements may be substituted for Board members if time runs out for the speaker.*
- 6) *Immediate replies to questions/concerns should not be expected (Board Chair/Superintendent's discretion).*
- 7) *Inappropriate topics: Confidential information, personal issues and legal concerns. Please avoid derogatory and profane language. Board of Education Policy #1220.*

MANCHESTER BOARD OF EDUCATION

Regular Meeting

August 9, 2021

Lincoln/Virtual

PRESENT: Hughes, Luna, Meggers, Pattacini, Patterson

ALSO PRESENT: Superintendent of Schools Geary, Deputy Superintendent Curriculum & Special Services Radikas, Director of Human Resources Sone-Moyano

ABSENT: Heinrich, Stefanovicz, Thames

A. OPENING

A.1. & 2. Meeting Called to Order

Acting Chairperson Pattacini called the meeting to order at 7:05 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Pattacini.

A.3. Approval of Minutes of Previous Meeting

APPROVED – Minutes Regular Meeting of the Board of Education of July 12, 2021. Acting Secretary Patterson moved and Mr. Hughes seconded the motion.

5/0 – Voted in favor.

B. COMMITTEE REPORTS

None.

C. CONSENT CALENDAR

Mr. Geary presented eleven items on the Consent Calendar for Board approval.

C.1. Personnel Action

Details had already been provided to the Board members with their agenda.

C.2. Transfer of Funds

None.

C.3. Permission to apply and appropriation for the Hartford Foundation for Public Giving COVID-19 Learning and Loss Student Disengagement Grant for the FY 21/22 in the amount of \$75,000

C.4. Permission to apply for the Federal Head Start Grant and Coronavirus Aid, Relief, and Economic Security Funding Carryover for the FY 21/23

C.5. Establish an increase in the appropriation to the United Way Implementation Grant for the FY 18/21 in the amount of \$3.80 for a total amount of \$163,003.80

C.6. Establish an appropriation for the Manchester Regional Academy tuition for the FY 21/22 in the amount of \$800,000

C.7. Establish an appropriation for the Manchester Head Start Innovative Enhancement Grant for the FY 21/22 in the amount of \$63,000

C.8. Establish an appropriation for the Enfield Head Start Innovative Enhancement Grant for the FY 21/22 in the amount of \$100,000

C.9. Establish an appropriation for the Manchester Head Start Services Grant for the FY 21/22 in the amount of \$145,127

C.10. Establish an appropriation for the Individuals with Disabilities Education Improvement Act (IDEA) 611 Grant for the FY 21/23 in the amount of \$1,924,527

C.11. Establish an appropriation for the Individuals with Disabilities Education Improvement Act (IDEA) 619 Grant for the FY 21/23 in the amount of \$65,923

The Chairman called for a motion.

Acting Secretary Patterson moved and Ms. Luna seconded the recommendation to adopt the Consent Calendar as outlined in the packet.

5/0 - Voted in favor.

D. STUDENT REPRESENTATIVE REPORT

None.

E. PUBLIC COMMENTS

Mr. Tom Stringfellow, 183 Hillstown Road, was happy to be attending the meeting in person after one year and five months of having to participate remotely. Mr. Stringfellow noted it was the 11th anniversary of the shooting at Hartford Distributors and next month is the 20th anniversary of 9/11. He suggested an article about cyber issues. Mr. Stringfellow suggested an article in the 8/2 *TIME* magazine along with the movie about Aretha Franklin titled *Respect* starring Jennifer Hudson. He suggested an article about race and the ballot box along with a book titled *How to Raise a Kind Child in a Prejudice World*.

Rosetta Persuad, 330 Dennison Ridge Drive, pointed out that Manchester has low reading and math scores as compared to South Windsor, Glastonbury and West Hartford. She wondered what was being done to improve our scores. She was provided with Mr. Geary's email to discuss this further.

Stephanie Knybel, 185 East Center Street, agreed with Mr. Stringfellow, that it is nice to be back in person for meetings. She feels it is easier to hear and likes seeing everyone in person. Ms. Knybel is embarrassed that in the town of Manchester teachers have to dip into their own money to fund supplies for their classrooms. TV stations are asking for teacher's wish lists. Ms. Knybel feels that with Federal Covid funds along with Board funds we were able to purchase supplies for camp, why can't teacher's wish lists be

shared with the Board and those funds can be used for that as well. Teachers should not have to pay to teach.

Sheralyn Lazu, 22 Oak Grove Street, has concerns about Highland Park School's capacity, especially with Martin closing and the thought of taking on more students through redistricting. She noted they have already taken the library and cafeteria spaces as well as the music and art spaces. She does not understand how HPS can absorb any of the Martin students. Currently second graders are in the basement with only one bathroom, which has caused some issues. Ms. Lazu also questioned why the elementary schools would be dismissed at 3:00 pm this year but buses will not pick up until 3:40. She wonders what this means for students that walk/get picked up vs those on a bus.

Sara Bileya, 10 Livingston Way, is also concerned about the changes at Highland Park and feels that this information (about losing the library and cafeteria) were just sprung on the parents and there was no input from parents about what they thought was best for the students. She feels we need more communication from the district. Ms. Bileya feels we are losing civilization by not allowing students to eat in the cafeteria as they are doing during camp. It also gives teachers nowhere to eat their own lunch as the staff room at HPS is very small. In addition the food mess and allergy issues that accompany eating in the classrooms is concerning. She does not see these changes being temporary and as a parent that will spend a total of 13 years in the school, she wants all of her children to have the same experience and education. Taking away spaces from HPS that are being added to the newly renovated schools (such as the music room etc) concerns her.

Mr. Geary addressed the concerns about Highland Park briefly. He noted that when HPS was renovated the typical class size was 24 and so state reimbursement is based on that number. Currently we are aiming for class sizes around 16. In order to get as close as possible to the required 320 students for reimbursement, more classroom space was needed and the site cannot accommodate any portable classrooms. Mr. Geary noted the vast majority of the Martin students will move to Keeney. He also noted that once we are past the need to social distance, class sizes will move back up, probably not to 24, but closer to 22 and hopefully that will mean getting back at least some of the spaces that they are losing now. There are no easy answers and without a vaccine available for students under 12 we need lower class sizes.

F. Superintendent's Report

F.1. Update on Buildings and Grounds

Mr. Geary reviewed the Buildings and Grounds department has 66 custodians, 20 maintainers, 3 supervisors and 1 secretary. The total B&G budget, including utilities, supplies etc. is \$10,833,675 with a staffing budget of \$5,871,780.

The grounds staff works 6:00 am - 2:30 pm Monday through Friday. Hours were adjusted over the summer to be at buildings before summer school. In the winter grounds staff may arrive earlier for snow removal. Overtime is scheduled for late summer and spring to refresh building exteriors. During the school year, grounds staff rotate buildings to keep grounds maintained. If there is a custodial shortage, grounds staff assists inside buildings as well.

Grounds staff is responsible for maintaining greater than 10 feet from the buildings while custodian staff is responsible for the first 10 feet from the building. Grounds staff does lawn care, including weed whacking, trees and shrub maintenance, mulching and other fall and spring cleanup. Outdoor painting and building maintenance, along with light repairs of stonework is also done by grounds staff. Playground maintenance, packing and moving schools and snow removal round out their duties.

Under the new configuration, Supervisors are at their buildings daily. They monitor the status of the grounds at each site. The focus for the 2020-2021 school year has been building interiors due to Covid-19. MHS is managed by the town.

The supervisor assignments currently include:

- Dave Grande - Illing, Bowers, Buckley, MRA, Pre-School and Waddell
- Jamie Rivera - Highland Park, Bennet, Martin, Keeney and Verplanck
- Larry Cedrone - 555 Main, MHS, MMA and Central Office

There is currently a vacancy for the position of Maintenance Supervisor, who will be responsible for all maintenance personnel.

F.2. Update on Opening of School

Mr. Geary announced that we were planning to offer a remote option this year even though we were not required to do so. However, at the last legislative

session it was decided that remote learning would not be an option. We had approximately 200 families in grades K-6 that wanted remote learning. Mr. Geary will reach out to clarify the restrictions, but at this time remote learning is off the table. It was also noted that remote snow days are also disallowed. Masks will be required indoors regardless of vaccination status. These executive orders apply until September 30th. We will update with the Governor's new guidelines as they happen.

Contact tracing continued through the summer school with 10 cases. All cases involved unvaccinated people and exposure was outside of camp. There was no camp spread. If an exposed person is vaccinated and has no symptoms they are not required to quarantine. If they are required to quarantine (because of no vaccination or with symptoms) the quarantine is 14 days, or 10 days with no symptoms, or 7 days with no symptoms and a negative test.

The CDC has made an exception for PK-12 stating that close contact excludes students within 3 feet if both students are masked. The State Department of Public Health has not adopted that exception yet.

We do plan to offer an additional vaccine clinic and the details are being worked out. There is an opportunity to consider weekly testing and the logistics and value are being determined.

Mr. Geary noted that visitors will be allowed back into the buildings this year, masked. We will keep virtual meetings (for PPTs etc) as desired, but for those that prefer in-person meetings those will be available.

Students in Pre-K through grade 6 will continue to eat lunch at their desks with desk shields. Alternative seating and collaborative work can once again be utilized. We will continue increasing the ventilation, including keeping one window open at all times. Directional hallways will continue at Illing and MHS. Large gatherings will continue to be held outside only. Students may share supplies once again this year.

Mr. Geary stated that the information from the state keeps changing and he is trying to not inundate parents with new information too often. He will give another update at the next Board meeting.

Ms. Luna wondered if the vaccine clinic will be held on-site or through a local health location. Mr. Geary is still working out the details. He noted the state has done a great job making clinics available.

Ms. Luna wondered about fall sports. Mr. Geary stated that fall sports will run a full season this year. Indoors and in locker rooms masks will be required and other precautions could be added.

Mr. Pattacini wondered if we are tracking vaccine status. Mr. Geary stated we are not tracking that and do not intend to require vaccines, however during contact tracing vaccine status is asked for quarantining purposes. Mr. Geary stated vaccines are a personal choice.

Ms. Patterson wondered if any of the positive cases have been a result of people coming into the building. Mr. Geary stated that maybe 2 out of the hundreds of cases this year might be related to inter-school spread. Overall people have been cooperative. The Department of Public Health notifies us of any positive tests so contact tracing can occur quickly. There was no camp spread this summer and Mr. Geary hopes people feel safe coming into the buildings.

G. UNFINISHED BUSINESS

G.1. Ratification of the AFSCME Council 4 Local 818-49 Manchester Building and Grounds Supervisors Contract

Acting Secretary Patterson moved for the Board of Education to approve the AFSCME Council 4 Local 818-49 Manchester Building and Grounds Supervisors Contract, covering the period of July 1, 2021 – June 30, 2025. Ms. Luna seconded the motion.

5/0 - Voted in favor.

H. NEW BUSINESS

H.1. Manchester High School Partial Roof Replacement

Acting Secretary Patterson moved for the Manchester Board of Education to approve and adopt the attached Educational Specifications dated July 15, 2021 for a partial roof replacement at Manchester High School.

DISCUSSION:

Mr. Geary reviewed that the initial roof project called for a full replacement. It has since been determined that there was a narrowed scope of need so the paperwork had to be redone and reapproved.

The vote was called.

5/0 - Voted in favor.

Acting Secretary Patterson moved for the Manchester Board of Education to authorize the Superintendent to submit an SCG049 Grant Application and Summary of Educational Specifications for a School Building Project to the State Department of Education for a construction grant in accordance with CGS §10-283 and Chapter 173 of the Connecticut General Statutes. Ms. Luna seconded the motion.

5/0 - Voted in favor.

H.2. Acceptance of Cheney Bennet Academy Project #077-0234 RNV/EA as Complete

Acting Secretary Patterson moved for the Board of Education to accept the Cheney Bennet Academy Project #077-0234 RNV/EA as complete. The Scope of Work included expansion and alteration of the Building. Total cost of the project was \$20,196,849. Reimbursement from the State Bureau of School Facilities to the Town of Manchester for this project is estimated at \$12,102,945. Ms. Luna seconded the motion.

DISCUSSION:

Mr. Geary reviewed that the Bennet, Waddell and Verplanck projects are complete and we need to close out the projects for the state once all punch list items were completed and all vendors were paid. All the projects came in on time and on or under budget.

The vote was called.

5/0 - Voted in favor.

**H.3. Acceptance of Waddell Elementary School Project #077-0233
RNV/EA as Complete**

Acting Secretary Patterson moved for the Board of Education to accept the Waddell Elementary School Project #077-0233 RNV/EA as complete. The Scope of Work included expansion and alteration of the Building. Total cost of the project was \$24,537,034. Reimbursement from the State Bureau of School Facilities to the Town of Manchester for this project is estimated at \$16,098,246. Mr. Hughes seconded the motion.

5/0 - Voted in favor.

**H.4. Acceptance of Verplanck Elementary School Project #077-0235
RNV/EA as Complete**

Acting Secretary Patterson moved for the Board of Education to Accept the Verplanck Elementary School Project #077-0235 RNV/EA as complete. The Scope of Work included expansion and alteration of the Building. Total cost of the project was \$28,931,314. Reimbursement from the State Bureau of School Facilities to the Town of Manchester for this project is estimated at \$17,199,676. Mr. Hughes seconded the motion.

5/0 - Voted in favor.

Mr. Pattacini thanked Mr. Geary, the Building Committee, the Board of Directors, staff and administration for their work on all these renovations,

especially the taxpayers. It was great that the work was done on time and on budget.

I. PUBLIC COMMENTS (Limited to items on tonight's agenda)

Mr. Tom Stringfellow, 183 Hillstown Road, was in favor of the ratification of the contract and mentioned he is a member of the Postal Workers Union. He supported the building reimbursements. Mr. Stringfellow spoke about the hesitancy in some in the minority community around vaccines. He mentioned that our own Kate Diaz is now the State Union President for Teachers. Last, Mr. Stringfellow mentioned an article in *TIME* magazine about ransomware attacks and webcam safety.

J. COMMUNICATIONS

None.

K. ITEMS FOR FUTURE AGENDAS

Monday, August 30, 2021 - Update on Opening of School

Monday, September 13, 2021 - District Improvement Plan Update/Professional Development Highlights

Monday, September 27, 2021 - Update on Technology

L. ADJOURNMENT

Mr. Pattacini called for a motion to adjourn.

Acting Secretary Patterson moved and Ms. Luna seconded the motion to adjourn the meeting.

5/0 - Voted in favor.

Adjournment 8:08 p.m.

Respectfully submitted,

Tracy Patterson
Acting Board Secretary

PERSONNEL ACTIONS**APPOINTMENTS**

Ms. Omaris Journet to be the Principal at Verplanck Elementary School. Ms. Journet received her Master's Degree in Educational Leadership from Central Connecticut State University and currently resides in Hartford. It is recommended that her appointment be approved effective August 31, 2021 (Principal's Salary / Step 6, \$142,941.00).

Ms. Andrea St. John to be the Assistant Principal at Bowers Elementary School. Ms. St. John received her Master of Science in Elementary Education from Long Island University and currently resides in New Haven. It is recommended that her appointment be approved effective August 16, 2021 (Assistant Principal's Salary / Step 5, \$131,022.00).

Ms. Kelly Conaty to be an Elementary Reading Specialist for Manchester Public Schools. Ms. Conaty received her Master's Degree from Central Connecticut State University and currently resides in Plantsville. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 4.5, \$58,168.00).

Miss Frances Dipini to be a School Social Worker at Waddell Elementary School. Miss Dipini received her Master's Degree from the University of Connecticut and currently resides in East Hartford. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 7.5, \$66,317.00).

Mr. Michael Fenn to be a Science Teacher at Illing Middle School. Mr. Fenn received his Master's Degree from the University of Connecticut and currently resides in East Lyme. It is recommended that his appointment be approved effective August 30, 2021 (Master's / Step 4.5, \$58,168.00).

Ms. Courtney Gagne to be a Reading Specialist at Illing Middle School. Ms. Gagne received her Master's Degree from Southern Connecticut State University and currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 2.5, \$53,868.00).

Ms. Sabina Gattiker to be an Early Childhood/Special Education Preschool Teacher at Keeney Street Elementary School. Ms. Gattiker received her Master's in Special Education from City University of New York, Hunter College and currently resides in Glastonbury. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 7.5, \$66,317.00).

Ms. Stacey Herbette to be a Grade 6 STEAM Teacher at Bennet Academy. Ms. Herbette earned her Master's Degree in Elementary Education from Southern Connecticut State University and currently resides in Wallingford. It is recommended that her appointment be approved effective August 30, 2021 (Master's +30, Step 2.5, \$58,395.00).

Ms. Shu Jin to be a Chinese Teacher at Manchester High School. Ms. Jin received her Master's Degree from Central Connecticut State University and currently resides in Newington. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 13, \$89,650.00).

Mrs. Katy Kross to be an English Teacher at Manchester High School. Mrs. Kross received her Master's of Education from the University of Georgia, Georgia State University and currently resides in Bolton. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 13, \$89,650.00).

Ms. Dawn Niles to be a Pre-K Special Education Teacher at Buckley Elementary School. Ms. Niles received her Bachelor's in Human Growth and Development from Central Connecticut State University and currently resides in Middletown. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's +15 / Step 2.5, \$52,058).

Ms. Jennifer Massey to be a Library/Media Specialist at Keeney Street Elementary School. Ms. Massey received her Master's Degree from Florida State University and currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 7.5, \$66,317.00).

Ms. Dorothy Burns to be a Grade 5-6 Reading Specialist at Bennet Academy. Ms. Burns received her Master of Science in Reading and Language Arts from Central Connecticut State University, and currently resides in Southington. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 11.5, \$82,486.00).

Ms. Katie Tetrault to be a Special Education Teacher at Martin Elementary School. Ms. Tetrault received her Bachelor's Degree in Special Education from Southern Connecticut State University and currently resides in Middletown. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Addele Martin to be a Preschool Teacher at Manchester Preschool Center. Ms. Martin received her Bachelor's in Early Childhood Education from Eastern Connecticut State University and currently resides in Colchester. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Carly Martin to be an English Language Arts Teacher at Illing Middle School. Ms. Martin received her Masters in Curriculum and Instruction from the University of Connecticut and currently resides in Middletown. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 2.5, \$53,868.00).

Ms. Hannah Song to be a Grade 6 Humanities Teacher at Bennet Academy. Ms. Song received her Sixth Year degree from the University of St. Joseph's, and currently resides in Windsor Locks. It is recommended that her appointment be approved effective August 30, 2021 (Master's +30 / Step 10.5, \$83,733.00).

Dr. Selah Nobles-Woodard to be a Reading Specialist at Manchester Middle Academy. Dr. Nobles-Woodard received her Doctor of Education from Walden University and currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Doctorate / Step 13, \$104,408.00).

Mr. John Spignesi to be a TESOL Teacher at Illing Middle School. Mr. Spignesi received his Master's Degree in Teaching English to Speakers of Other Languages from Fairfield University and currently resides in Portland. It is recommended that his appointment be approved effective August 30, 2021 (Master's / Step 4.5, \$58,168.00).

Ms. Karen Sutton to be a Special Education Teacher at Illing Middle School. Ms. Sutton received her Master's Degree in Special Education from New York University and currently resides in Norwalk. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 7.5, \$70,842.00).

Ms. Sarah Alexendar to be a Grade 4 Teacher at Verplanck Elementary School, participating in the RELAY program and serving under a Durational Shortage Area Permit. She currently resides in Hartford. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. K'nea Anderson to be a Grade 1 Teacher at Verplanck Elementary School, participating in the RELAY program and serving under a Durational Shortage Area Permit. She currently resides in East Hartford. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Natalie Capeles to be a Grade 2 Teacher at Bowers Elementary School, participating in the RELAY program and serving under a Durational Shortage Area Permit. She currently resides in New Britain. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Arylle Dawson to be a Grade 2 Teacher at Verplanck Elementary School, participating in the RELAY program and serving under a Durational Shortage Area Permit. She currently resides in Vernon. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Joy Houlder to be an Art Teacher at Bennet Academy, participating in the RELAY program and serving under a Durational Shortage Area Permit. She currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Nafisa Wahed to be a Grade 3 Teacher at Waddell Elementary School. Ms. Wahed received her Master's Degree in Curriculum and Instruction from the University of Connecticut and currently lives in South Windsor. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 2.5, \$53,868.00).

Ms. Madison Chamberlain to be a Grade 4 Teacher at Bowers Elementary School. Ms. Chamberlain received her Bachelor's Degree in Special Education/Elementary from the University of Hartford and currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 2.5, \$50,699.00).

Ms. Stephanie Nguyen to be a STEM Specialist at Bowers Elementary School. Ms. Nguyen received her Bachelor's Degree in Elementary Education and Interdisciplinary Studies from Massachusetts College of Liberal Arts and currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's +30/ Step 2.5, \$53,868.00).

Ms. Ashna Patel to be a Grade 3 Teacher at Keeney Elementary School. Ms. Patel received her Bachelor's Degree in Elementary Education from Eastern Connecticut State University and currently resides in Somers. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's +30 / Step 2.5, \$53,868.00).

Mr. Sean Sharp to be a Grade 3 Teacher at Keeney Elementary School. Mr. Sharp received his Master's Degree in Elementary Education from Eastern Connecticut State University and currently resides in Columbia. It is recommended that his appointment be approved effective August 30, 2021 (Master's / Step 3.5 \$55,905.00).

Mr. Terrell Green to be a Grade 5 Humanities Teacher at Bennet Academy. Mr. Green received his Master of Arts in Teaching from Sacred Heart University and currently resides in Hartford. It is recommended that his appointment be approved effective August 30, 2021 (Master's Step 13, \$89,650.00).

Ms. Kelsey Fisher to be a Grade 2 Teacher at Keeney Street Elementary School. Ms. Fisher received her Master's Degree in Curriculum and Instruction from the University of Connecticut and currently resides in Vernon. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 2.5, \$53,868.00).

Mr. Timothy Dickson to be a Grade 2 Teacher at Waddell Elementary School. Mr. Dickson received his Master's Degree in Curriculum and Instruction from the University of Connecticut and currently resides in West Hartford. It is recommended that his appointment be approved effective August 30, 2021 (Master's / Step 2.5, \$53,868.00).

Ms. Lauren Ofshay to be a Special Education Teacher at Illing Middle School. Ms. Ofshay received her Masters in Comprehensive Special Education K-12 from the University of Saint Joseph and currently resides in West Hartford. It is recommended that her appointment be approved effective August 30, 2021 (Master's / Step 3.5, \$55,905.00).

Ms. Amarys Miralles-Castro to be a Grade 4 Teacher at Highland Park Elementary School. Ms. Miralles-Castro received her Bachelor's Degree in Special Education/Elementary from the University of Hartford and currently resides in Manchester. It is recommended that her appointment be approved effective August 30, 2021 (Bachelor's / Step 3.5, \$52,509.00).

RESIGNATIONS

Ms. Natasha Fernandez, School Social Worker at Keeney Street Elementary School has submitted her letter of resignation retroactive to July 13, 2021. Ms. Fernandez has been with Manchester Public Schools since December 8, 2020. It is recommended that her resignation be accepted.

Ms. Amanda Halpin, Special Education Teacher at Waddell Elementary School has submitted her letter of resignation effective August 19, 2021. Ms. Halpin has been with Manchester Public Schools since August 24, 2015. It is recommended that her resignation be accepted.

Ms. Baileys Irizarry, Spanish Teacher at Manchester High School has submitted her letter of resignation effective August 12, 2021. Ms. Irizarry has been with Manchester Public Schools since August 26, 2013. It is recommended that her resignation be accepted.

Ms. Jennifer Liberty, School Psychologist at Bennet Academy has submitted her letter of resignation effective August 10, 2021. Ms. Liberty has been with Manchester Public Schools since August 29, 2016. It is recommended that her resignation be accepted.

Mr. Karl Mordhorst, Grade 6 Teacher at Bennet Academy has submitted his letter of resignation effective August 6, 2021. Mr. Mordhorst has been with Manchester Public Schools since March 23, 2009. It is recommended that his resignation be accepted.

Mr. Jeffrey Naidorf, English Language Arts Teacher at Illing Middle School has submitted his letter of resignation effective August 18, 2021. Mr. Naidorf has been with Manchester Public Schools since August 30, 2012. It is recommended that his resignation be accepted.

Mr. Justin Taylor, Grade 6 Teacher at Bennet Academy has submitted his letter of resignation effective August 13, 2021. Mr. Taylor has been with Manchester Public Schools since August 29, 2018. It is recommended that his resignation be accepted.

Ms. Ludmilla Zadrozny, Special Education Teacher at Waddell Elementary School has submitted her letter of resignation effective August 27, 2021. Ms. Zadrozny has been with Manchester Public Schools since August 24, 2015. It is recommended that her resignation be accepted.

LEAVE OF ABSENCES

Theodore Andrews, Art Teacher at Manchester High School, has requested a personal leave of absence, effective August 30, 2021 through the end of the 2021/2022 school year. Mr. Andrews has been with Manchester Public Schools since 8/30/2010. It is recommended that his request be approved.

Jillian Pollock, Grade 2 Teacher at Waddell, has requested a personal leave of absence, effective August 30, 2021 through 9/17/2021. Ms. Pollock has been with Manchester Public Schools since 8/24/2015. It is recommended that her request be approved.

Nicole Sprague, Kindergarten Teacher at Buckley, has requested a personal leave of absence, effective August 30, 2021 through the end of the 2021/2022 school year. Ms. Sprague has been with Manchester Public Schools since 2/18/2016. It is recommended that her request be approved.

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: August 13, 2021

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2021-2022 Budget.

Discussion/Analysis: Transfer from Bennet Academy School Administration General Supplies and Materials in the amount of \$174.00. Transfer to Bennet Academy Library/Media Services Databases in the amount of \$174.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2021-2022 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
August 9, 2021

**Manchester Public Schools
Manchester, Connecticut**

TO: Accounting Department

School/Department: Bennet Academy

Date of Request: 08/13/2021

Approver: Joseph Chella

Date Approved: 08/13/2021

JUSTIFICATION (Required Field): Transfer funds to pay for databases for student use.

<u>SUBJECT:</u> <u>TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER</u>

DECREASE - In whole dollars only:

\$ 174.00 Account # 42351240 5610 Description: **Bennet General Supplies**

\$ _____ Account # _____ Description:

\$ _____ Account # _____ Description:

\$ 174.00 **TOTAL DECREASE**

INCREASE - In whole dollars only:

\$ 174.00 Account # 31851222 5535 Description: **Bennet Library Databases**

\$ _____ Account # _____ Description:

\$ _____ Account # _____ Description:

\$ 174.00 **TOTAL INCREASE (Must match total decrease)**

Accounting Department Only

Board Approval Needed: Yes X No ____

Date of Board Approval: _____

Date Transfer Completed: _____ Name: _____

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: August 12, 2021

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2021-2022 Budget.

Discussion/Analysis: Transfer from Bentley Alternative Education Field Trips in the amount of \$1,200.00. Transfer to Bentley Alternative Education Computer Supplies and Materials in the amount of \$1,200.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2021-2022 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
August 9, 2021

**Manchester Public Schools
Manchester, Connecticut**

TO: Accounting Department

School/Department: Bentley Alternative Education

Date of Request: 08/12/2021

Approver: Jill Tallberg

Date Approved: 08/13/2021

JUSTIFICATION (Required Field): Laptop for Bentley Secretary. Chromebook is inefficient and does not allow secretary to perform essential job duties when desktop is not available.

SUBJECT:

TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE - In whole dollars only:

\$ 1,200.00 Account # 10265270 5512 Description: Bentley Field Trips

\$ _____ Account # _____ Description:

\$ _____ Account # _____ Description:

\$ 1,200.00 TOTAL DECREASE

INCREASE - In whole dollars only:

\$ 1,200.00 Account # 10265100 5612 Description: Bentley Computer Supplies

\$ _____ Account # _____ Description:

\$ _____ Account # _____ Description:

\$ 1,200.00 TOTAL INCREASE (Must match total decrease)

Accounting Department Only

Board Approval Needed: Yes X No _____

Date of Board Approval: _____

Date Transfer Completed: _____ Name: _____

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: July 13, 2021

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2021-2022 Budget.

Discussion/Analysis: Transfer from System-wide Language Arts Professional Development in the amount of \$11,200.00. Transfer to System-wide Language Arts Instructional Supplies and Materials in the amount of \$10,000.00 and transfer to System-wide Language Arts Periodicals in the amount of \$1,200.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2021-2022 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
August 9, 2021

**Manchester Public Schools
Manchester, Connecticut**

TO: Accounting Department

School/Department: Language Arts

Date of Request: 07/13/2021

Approver: Matthew Geary

Date Approved: 07/13/2021

JUSTIFICATION (Required Field): Transfer to instructional supplies and Time Kids Magazine Subscription

SUBJECT:

TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE - In whole dollars only:

\$ 11,200.00 Account # 12899221 5330 Description: System-wide LA Prof. Dev.

\$ _____ Account # _____ Description:

\$ _____ Account # _____ Description:

\$ 11,200.00 TOTAL DECREASE

INCREASE - In whole dollars only:

\$ 10,000.00 Account # 12899100 5611 Description: System LA Instructional Sup.

\$ 1,200.00 Account # 12899100 5643 Description: System-wide LA Periodicals

\$ _____ Account # _____ Description:

\$ 11,200.00 TOTAL INCREASE (Must match total decrease)

Accounting Department Only

Board Approval Needed: Yes X No _____

Date of Board Approval: _____

Date Transfer Completed: _____ Name: _____

**Town of Manchester
Board of Education**

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Permission to Apply for Rise Innovation Grant FY 21-22

Date: August 18, 2021

Background:

Funded by the Dalio Foundation, the Connecticut RISE Network supports educators in preparing students for college, career, and life successes. The RISE Educator Innovation Grant assists educators in pursuing innovative strategies to increase on-track achievement and college and career readiness. Since 2016-17, RISE educators have leveraged the Innovation Fund to launch hundreds of projects, securing funding to enrich their instruction and classroom environments to build student engagement and connections to school, create experiences that invest and motivate their students, and enable students to explore post-secondary opportunities.

Discussion/Analysis:

This grant funds RISE Network Innovation Projects focusing on;

- Strategy 1: On-Track Coaching
- Strategy 2: On-Track Data Teams
- Strategy 3: Summer Transition Programs
- Strategy 4: College and Career Supports
- Strategy 5: Educator-Inspired Innovations

Financial Impact: None.

Other Board/Commission Action: None.

Recommendations:

The Superintendent of Schools recommends the Board of Education give permission to apply for FY 21-22 Rise Innovation Grant in the amount of \$210,000.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
August 30, 2021

Board of Education Update Opening of School

First Days of School

Wednesday, September 8: Grades PreK through 4, 5, 7 and 9

Thursday, September 9: Grades 6, 8 and 10-12

Monday, September 13: Head Start

Health and Safety 21-22 Summary

HIGHLIGHTS:

- Based on state mandates we will not be able to offer remote-learning this year except for exceptional cases that include situations involving quarantine.
- The state requires masks be worn in schools by all students, staff and visitors, regardless of vaccination status through September 30
- All MPS staff must be fully vaccinated or have received the first dose and either received a second dose or have an appointment for the second dose in a two-dose series vaccination
- Exemptions from this requirement may occur because a physician, physician's assistant, or advanced practice registered nurse determined and documented that the administration of COVID-19 vaccine is likely to be detrimental to the covered worker's health, or the covered worker objects to vaccination on the basis of a sincerely held religious or spiritual belief, and the covered worker is able to perform their essential job functions with a reasonable accommodation that is not an undue burden on the school
- Students (not teachers or other individuals) within a classroom setting (not on buses or in other non-classroom settings) do not need to be considered close contacts if they **are not within 3 feet of a known COVID-19 case for 15 minutes or more (cumulative over a 24- hour period)**, provided:
 - contact between students happened exclusively inside a PreK-12 school classroom (e.g., no additional contact in a cafeteria, on a bus, during sports, outside of school, etc.)
 - both parties were wearing a well-fitting mask consistently and correctly during the entire duration of their contact
 - the student who is considered to be a close contact remains asymptomatic
- Plans are subject to change based on factors that include federal and state mandates or recommendations from local health professionals.

Alternative Seating

Our new buildings were designed with flexible seating to support student collaboration. Most elementary classrooms also have a community meeting space (typically a carpet). All flexible seating and community meeting spaces will be used in classrooms in 2021-22.

Breakfast and lunch

- K-4 grab and go breakfast; lunch in classroom
- 5-6 grab and go breakfast; lunch will vary by day in either classrooms or cafeterias
- 7-8 grab and go breakfast; classroom for lunch
- 9-12 breakfast through serving line, eat in courtyard and cafe; lunch in same; similar to last year

Bus/Transportation

Bus/transportation will continue and students will need to wear a mask. Please note that assigned seating will occur while on the bus.

Cohorting

There will not be formal efforts to limit interaction among students although they generally spend most of their day within a class setting.

Contact Tracing

We will continue to confidentially provide information about individuals diagnosed with or exposed to COVID-19. This allows identifying which students, teachers, and staff with positive COVID-19 test results should isolate, and which close contacts should quarantine.

Desk Shields

Desk shields will be used in grades PK - 8. They will be used primarily during lunch which will be eaten in the classroom in most cases.

Directionals in Hallways / Stairwells

Due to the large number of students who pass in the hallways, directional hallways will only continue at Manchester High School and Illing during 2021-22.

Field Trips

Depending on local and state COVID-19 case data, field trips may occur. All trips must be approved by the Superintendent in advance and are subject to cancellation should conditions change.

Gatherings

Some larger outdoor gatherings may occur in 2021-22. If the gathering needs to be moved inside due to rain, masks must be worn.

Masks

Masks must be worn in schools by all students, staff and visitors, regardless of vaccination status through September 30. Masks must also be worn on school buses but will not be required outdoors. Please note that all students and staff will be given 2 cloth masks that have the MPS logo on them.

Music Programs

We expect to return to traditional band, orchestra, and choral programs this year. Mitigation strategies will be implemented according to state guidelines. Seating for large performances may be limited due to COVID-19 and / or those events may be broadcast.

Remote Learning

Remote learning is no longer an option, except for in cases involving quarantine.

The Connecticut State Department of Education had earlier given districts the option of offering remote instruction but has changed course based on existing legislation and is now stating instruction must be in-person. If you had indicated earlier this summer that you wanted your child or children to learn remotely this fall we will be in touch with you.

Please note that the district is required to provide programming for

- any student who is unable to attend school due to a verified medical reason where attendance in a school even with reasonable accommodations is not feasible.
- any student with elevated risks from COVID-19 exposure due to cohabiting family members with documented vulnerability to COVID-19.

If a student does not meet these requirements, he or she must attend in person school.

If a student meets either of these requirements, they need their physician to complete our form to verify.

The programming that will be provided, which may involve some component of remote learning, is still under development and the specifics will not be available until we determine the number of students who require alternate programming due to the reasons described above.

Quarantines

- Fully vaccinated close contacts should be referred for COVID-19 testing. If asymptomatic, fully vaccinated close contacts do not need to quarantine at home following an exposure (they can continue to attend school in-person and participate in other activities). In addition to correctly wearing masks in school, they should wear a mask in other indoor public settings for 14 days or until they receive a negative test result.
- Not fully vaccinated close contacts will quarantine at home for 10 days after exposure.
- Students (not teachers or other individuals) within a classroom setting are not considered close contacts unless they **are within 3 feet of a known COVID-19 case for 15 minutes or more (cumulative over a 24- hour period)**, provided both parties were wearing a well-fitting mask consistently and correctly during the entire duration of their contact and the student who is considered to be a close contact remains asymptomatic
- This exemption only applies to classrooms

Social Distancing

When appropriate students will be seated 3 feet apart from one another. We plan to re-introduce more collaborative and hands-on activities into the classroom setting while maintaining 3 feet of distance whenever possible.

Sports

Fall sports will be held as usual with the lone exception that masks must be worn indoors and social distancing indoors must occur.

Supplies / Materials / Books

The risk of COVID-19 spread through surface contact is minimal thus sharing of supplies, materials, or books will again be allowed. MPS provides supplies and materials for students in grades PK - 6.

Travel

There are currently no COVID-19 related travel restrictions.

Vaccination Clinics

We will continue to offer vaccinations to eligible staff and students through clinics. For the coming year we hope to offer some of those clinics in the school building during the school day. We also hope that students under the age of 12 will be offered a vaccination at some point during the year. Current guidance requires parental approval but not the presence of an adult for children to be vaccinated.

Ventilation

We will continue to monitor our ventilation systems to maximize fresh air in our classrooms. In older buildings, one window is kept open in all classrooms to support increased fresh air flow. In older buildings, fans may be used on warm days. Window fans are to remain in the exhaust mode while floor fans need to be pointed upwards.

Visitors

While we are excited to welcome visitors back into schools, parents and families are encouraged to continue to utilize virtual meetings whenever possible. All visitors must follow the same procedures as all school staff. Masks are required when entering all school buildings. Names, dates of visit, and locations visited will be recorded to assist with contact tracing should it become necessary.

Water Bottles

All students will be able to have a water bottle and access to refill. Water fountains remain off at this time.

Transportation

Information about bus routes is now available and can be obtained by using the student address and [clicking here](#) or the student ID (lunch number) and birthdate and [clicking here](#). Masks must be worn while on buses and seats will be assigned to minimize the need to quarantine in the event of a positive case.

Technology and Devices

We will start the year with students continuing to use the devices they already have, which should be brought to school fully charged and ready for use on the first day and every school day that follows.

If your child has a lost or broken device or you have any questions or concerns please [contact the Family IT Helpdesk using this link](#) prior to the first day of school or call or text 860-682-0607 Monday through Friday from 8 a.m.- 3 p.m.. You can also wait and send the device in with your child on the first day.

Dismissal Times

This year the elementary school instructional day ends at 3 p.m. Parents should pick up students at this time and walkers will be dismissed. Students who ride a bus will be supervised until 3:40 p.m. bus departure, with a snack, independent reading, and planned recreational experiences. MELC after care will begin at 3:40 p.m.

Students in Grades 5 - 12 will be dismissed early every Wednesday from October 6, 2021 through June 1, 2022. Dismissal time on these Wednesdays will be as follows:

12:30 p.m.	Manchester High School (including Bentley Academy) and Manchester Regional Academy
1:15 p.m.	Illing, Bennet and Manchester Middle Academy

The regular daily dismissal time at these schools will be followed every Wednesday through September.

Buildings and Repairs

As you know, Buckley Elementary School is closed for renovations this year and Buckley students and staff are spending the 2021-22 academic year in the Robertson School Building, 65 North School Street. (next to Central Office).

Manchester Middle Academy, which had used the Robertson building for the past two years, has relocated to the Washington School Building, 94 Cedar Street.

The Highland Park School cafeteria has been converted into a library and study lounge and the library has been divided into multiple classrooms and work spaces so small class sizes can be maintained. Students in all of our elementary schools will eat meals in their classrooms.

Manchester High School has a new gym floor along with several other updated community spaces.

Teacher Assignments and Schedules

Elementary teacher assignments will be mailed Friday, August 27. Schedules for students in Grades 5 - 12 are being finalized and schools will alert families by email prior to the information being made available through the MPS Pride app.

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