

MANCHESTER BOARD OF EDUCATION
REGULAR MEETING
Monday, February 8, 2021
Revised
Lincoln Center - Virtual Meeting

Policy Committee
Board of Education Meeting

6:00 P.M. - Virtual
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 - January 11, 2021 A - 3
- 4) Budget Workshop Minutes - January 21, 2021 A - 4
- 5) Budget Workshop Minutes - January 28, 2021 A - 5
- 6) Budget Workshop Minutes - February 4, 2021 A - 6

B. COMMITTEE REPORTS

- 1) Curriculum and Instruction Meeting Minutes - January 11, 2021 B - 1

C. CONSENT CALENDAR

- 1) Personnel Actions C - 1
- 2) Transfer of Funds C - 2
- 3) Establish an appropriation for the Hartford Foundation for Public Giving
COVID-19 Reopening Grant for the FY 20/21 in the amount of \$25,000 C - 3

D. REPORT FROM STUDENT REPRESENTATIVE

Tiffany Henry, Leila Affini, Alexandra Hamza

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 Elementary and Secondary School Emergency Relief, Matt Geary,
Superintendent of Schools F - 1

G. UNFINISHED BUSINESS

1) Manchester High School Roof Replacement

G - 1

RECOMMENDED MOTION: The Manchester Board of Education approves and adopts the attached revised Educational Specifications dated February 5, 2021 for a roof replacement at Manchester High School.

2) Grant Application and Summary of Educational Specifications

RECOMMENDED MOTION: The Manchester Board of Education authorizes 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.

H. NEW BUSINESS

1) Adoption of Budget

Action on Recommended Board of Education 2021-2022 Budget:

RECOMMENDED MOTION: Move to adopt the Board of Education 2021-2022 Budget in the amount of \$117,774,174

2) Establishment of an Unexpended Education Fund

H - 2

Action on Recommendation to Establish an Unexpended Education Fund under CT General Statute 10-248a:

RECOMMENDED MOTION: Move to approve the establishment of a nonlapsing account from the prior fiscal year from the budgeted appropriation for education up to 2% of the budget

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, February 22, 2021

Winter Data Update

Monday, March 8, 2021

MHS Improvement Plan

Monday, March 22, 2021

Martin School Improvement Plan

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

January 11, 2021

Lincoln/virtual

PRESENT: Gundersen, Heinrich, Hughes, Luna, Meggers, Pattacini, Patterson, Stefanovicz, Thames

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

ABSENT:

A. OPENING

A.1. & 2. Meeting Called to Order

Chairperson Thames called the meeting to order at 7:06 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Thames.

A.3. Approval of Minutes of Previous Meeting

APPROVED – Minutes Regular Meeting of the Board of Education of December 14, 2020. Secretary Pattacini moved and Mr. Meggers seconded the motion.

9/0 – Voted in favor.

B. COMMITTEE REPORTS

B.1. Diversity, Equity and Inclusion Committee

Ms. Luna reviewed that the last meeting was held December 9, 2020. Committee members in attendance at this virtual meeting were: Ms. Luna, Mr.

Meggery and Ms. Patterson. Community members present: Angela Bellas, Maria Cruz, Linda Harris, Dana McDonald, Keren Prescott and Teresa Quintana. Staff members present were: Mr. Geary, Dr. Kearney, Ms. Krisch and Jessica Pepin.

Dr. Kearney reviewed the Board of Education resolution that created the committee and the work to date of the MPS Office of Equity.

Community members and Board members shared their thoughts on the following questions:

- What role do you play in the community?
- What do you want to see for your community?
- Who's your audience?
- How can we support each other?
- If you do have a concern about a community member, how can we help?

The major themes of the discussion centered on the following:

- Understanding the difference between equity and equality.
- Acknowledging and appreciating the cultural differences within the Black and Latino communities.
- Need to empower those from marginalised communities.
- Need to consistently communicate in multiple languages.
- Importance of supporting each other and working together on any concerns.
- Work is not about fighting, it is about educating, accessing and encouraging individuals.
- Significant issues beyond education (including economic and health issues, homelessness, food and nutrition, and mental health) need to be addressed.
- Pandemic taking the hardest toll on members of the community that have limited resources.
- Significant concern for families who are undocumented, who do not have access.
- Talking is important but action is required at the systemic level.

Dr. Kearney shared her contact information as well as Mr. Geary's, along with the schedule for 2021.

C. CONSENT CALENDAR

Mr. Geary presented eight 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

- Transfer from Manchester High School Mathematics Field Trips account to Manchester High School Mathematics Instructional Supplies & Materials account in the amount of \$2,000
- Transfer from Manchester High School Library Music Software Licenses and Fees account to Manchester High School Music Software Licenses and Fees account in the amount of \$3,500

C.3. Permission to apply for the Hartford Foundation for Public Giving COVID-19 Reopening Grant for the FY 20/21 in the amount of \$24,998.34

C.4. Establish an appropriation for the Enfield Head Start Services Innovative Enhancement Grant for the FY 20/21 in the amount of \$100,000

C.5. Establish an appropriation for the Manchester Head Start Innovative Enhancement Grant for the FY 20/21 in the amount of \$63,000

C.6. Establish an appropriation for the Manchester Head Start Services Grant for the FY 20/21 in the amount of \$145,127

C.7. Establish an appropriation for the Carl D. Perkins Career and Technical Education Secondary Basic Grant for the FY 20/22 in the amount of \$119,485

C.8. Permission to apply for the Hartford Foundation for Public Giving Grant for the FY 20/22 in the amount of \$262,500

The Chairman called for a motion.

Secretary Pattacini moved and Mr. Heinrich seconded the recommendation to adopt the Consent Calendar.

DISCUSSION:

Mr. Pattacini asked Mr. Geary to explain C.8. Mr. Geary reviewed that the latest round of Hartford Public Giving Grants is an 18 month grant, running January - December. We run a fiscal year of July - June. The entire grant is \$262,500, which translates to \$175,000 for our fiscal year. This grant funds part of the FRCs, positive youth development and equity work among other items. We appreciate the support from the Hartford Foundation for Public Giving.

The vote was called.

9/0 - Voted in favor.

D. STUDENT REPRESENTATIVE REPORT

Leila Affini noted hybrid classes resumed in the building today. It was nice to see everyone. After school activities continue through Google meets. The classes of 2022 and 2023 continue with their "merch" sales.

Tiffany Henry noted a winter concert video from all the music ensembles is posted on the Manchester Newsletter. Teachers have taken time to check-in with students after the Capitol Hill Riot on Wednesday. A lot of students are having a hard time refocusing after the break, which is to be expected, but with the quarter closing in two weeks we have time to straighten out again.

E. PUBLIC COMMENTS

None.

F. SUPERINTENDENT'S REPORT – PART I

F.1. Budget Presentation

Mr. Geary reviewed that they looked at previous years budgets for some items and estimated others. Over the course of the next couple of years we need to Respond Recover and Reimagine our district.

The 20-21 adopted budget was \$117,774,174. That represented a 1.1% increase over the prior year's budget.

Factors considered in formulating the 21-22 budget included:

- Local economic impact due to the pandemic
- CT budget headed into year 1 of a new 2 year budget cycle
- CT budget deficit of approximately \$2 Billion
- Alliance/ECS funding a 10 year phase-in which should result in an additional \$1,695,521 for Manchester
- Recent Federal Relief Package
- Potential savings in the 20-21 budget
- Covid-19 vaccine timeline

Mr. Geary also reviewed the budget terms:

- Object refers to the category
- Location shows the physical location
- Programs refer to the specific department (ie LA, Math, etc)

The district is projecting savings in the 20-21 budget lines for transportation of approximately \$500,000, Substitute coverage of about \$400,000 and Overtime of approximately \$150,000 for a total savings amount of \$1,050,000.

The 2021-2022 proposed budget amount is \$121,042,676. This represents an increase of 2.78% over the previous year's budget (\$3,268,502). However, Mr. Geary reviewed that with the increase in Alliance money expected (an additional \$1,695,521) and any actual savings outlined above (estimated to be \$1,050,000) plus any additional Federal funding the budget increase is closer to 1.3% over the current budget.

Cost drivers continue to be:

- Intervention/acceleration
- Salaries (certified and non-certified contractual obligations)
- Outplacements and magnet tuition (including SPED needs)
- Board policies that support funding of capital repairs of a specific amount as well as computer and equipment costs

Mr. Geary reviewed that the 15 remote teaching positions that were needed this year are being kept in the budget. If we do not need to continue remote classes, the plan is to use those teachers in K-2 classrooms to facilitate smaller classes to help students catch up.

Mr. Geary also expressed his gratitude for the various grants we have access to that help allow for innovative work.

We will know more about the funding sources over the next couple of months. There will be three budget workshops to dive deeper into the numbers. January 21st will focus on salaries and benefits; January 28th will look at purchased professional services and February 4th will round out the workshops so adoption at the February 8th meeting is possible.

Mr. Pattacini thanked Mr. Geary for his presentation and appreciates his flexibility. Mr. Pattacini asked about the anticipated \$1 million in savings this year - wondering if we give that money back to the town and then ask for it back. Mr. Geary agreed that is the plan. There is also the possibility of using some of those funds to pre-purchase necessities as well.

Mr. Pattacini asked about possible summer learning. Mr. Geary stated that would depend on the willingness of families. He did note we will need more planning time over the summer for staff to prepare for next year.

Mr. Pattacini asked for Mr. Geary to review the life of a teacher currently. Mr. Geary noted teachers are working harder than ever before. Their energy and enthusiasm in creating plans, structuring home learning and prioritizing what is taught in person vs online is amazing. Mr. Geary also noted that behavior techs, tutors, paras and other staff are also working hard to contribute to the student's success. Mr. Pattacini passed along his thanks to the staff.

Ms. Patterson wondered what is being built into the budget to address the health and wellness of teachers and staff. Mr. Geary noted currently with the late start Wednesdays staff has time for support. Outside services are being utilized to help support mental health and remove the stigma associated with it. Some of this will be funded by grants (Nellie Mae, RISE, etc).

Ms. Patterson asked for clarity on who typically qualifies to receive overtime. Mr. Geary noted that applies to hourly employees and typically includes secretarial staff, custodians (especially late summer), maintainers, paras, tutors and nurses (especially now when they may be staying late/working weekends to contact trace).

Mr. Thames acknowledged Sinthia Sone-Moyano for her work on health and wellness.

Ms. Stefanovicz noted that we used to “hope” that the Alliance funding would come through and now it seems like more of a guarantee of funding. She wondered if we have to continue to apply for this each year. Mr. Geary noted we do have to apply, but it is more intended to correct ECS funding and the new 10 year phase-in provides money directly to school districts.

Ms. Stefanovicz asked about how we are narrowing down what is essential to learn in the curriculum. Mr. Geary noted we are asking if it is something critical to learn and what is the impact of it being or not being in the curriculum.

Mr. Heinrich asked about the Federal Relief Package. He knows that \$495 million was given to the state but it is still unknown what the town will receive. Do we have any idea how that money will be distributed? Mr. Geary said it is hard to say at this point. Previous federal funds followed Title I distributions.

Mr. Thames thanked the Hartford Foundation for Public Giving, the RISE Network, and the Barr Foundation for their continued support. He also appreciates the work of the administration in pursuing alternative competitive funding sources.

Mr. Thames asked for clarification of defined contribution vs defined benefit. Mr. Geary explained that over the last five years or so the town has been moving away from a pension and all new employees are in the defined contribution category. Pension plans (defined benefit) are more costly. As staff retire the number of people that are in the defined benefit category drops.

Mr. Thames asked for an explanation of self-insured versus a typical insurance company. Mr. Geary explained that the town acts as the insurance company and

pays out any claims. All staff are now on HSA plans. Ms. Clancy added that the town pays the claims and administers the plan.

Mr. Geary's full budget presentation is available for view online.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

H.1. Manchester High School Roof Replacement

Mr. Geary reviewed the needs of MHS, with concrete overhangs being of concern, leaks in certain areas and the need to repair or replace sections of the roof prior to installation of solar panels. The town has an old roof bond with about \$600,000 available and the state reimbursement on this project will be about 60%. Between those two funding sources, there is only a little left to fund.

Secretary Pattacini moved for the Board of Education to approve and adopt the attached Educational Specifications dated December 21, 2020 for a roof replacement at Manchester High School. Ms. Luna seconded the motion.

9/0 - Voted in favor.

H.2. Grant Application/Summary of Educational Specifications

Secretary Pattacini moved for the 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. Mr. Meggers seconded the motion.

9/0 - Voted in favor.

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

Mr. Tom Stringfellow, 183 Hillstown Road, mentioned that we have a new Commissioner of the State Board of Education as Mr. Cardona is moving on to Education Secretary under President Biden. Mr. Stringfellow mentioned Dr. King day next Monday and he hopes we can come back together as Americans after the Washington DC incident last week. There has been a rise in hate groups and that affects all of us. He hopes we can work on that.

Mr. Stringfellow noted February is the 95th anniversary of the start of Black History Month and he hopes for recognition of that. He recommended a book about African American Civil Rights Attorney Dovey Johnson Roundtree entitled *Mighty Justice*. Discrimination has no place in today's world.

J. COMMUNICATIONS

None.

K. ITEMS FOR FUTURE AGENDAS

January 25 - Retreat

February 8 - Adopt Budget

February 22 - Winter Data Update/Update on Student Behavioral Supports

L. ADJOURNMENT

Mr. Thames called for a motion to adjourn.

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

9/0 - Voted in favor.

Adjournment 9:16 p.m.

Respectfully submitted,
Christopher Pattacini
Board Secretary

MANCHESTER BOARD OF EDUCATION

BUDGET WORKSHOP

Thursday, January 21, 2021

6:00 p.m.

Lincoln Center/Virtual

PRESENT: Gundersen, Heinrich, Hughes, Luna, Meggers, Pattacini, Stefanovicz, Thames

ALSO PRESENT: Superintendent of Schools Geary, Deputy Superintendent & Special Services Radikas, Director of Finance & Management Clancy

ABSENT: Patterson

A. CALL TO ORDER

The meeting was called to order at 6:08 p.m. by Darryl Thames, Snr., co-chair of the Personnel & Finance Committee.

B. PLEDGE OF ALLEGIANCE

All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Thames.

C. SUPERINTENDENT'S BUDGET PRESENTATION

Mr. Geary reviewed the Board of Education proposed budget, going into detail in the salaries and benefits sections. The blueprint for 2021-2023 will be Respond - Recover - Reimagine. Mr. Geary also noted that employee health and wellness relative to the stress brought about by the pandemic will be a priority.

Important factors considered in creating this budget include:

- Local economic impact of the pandemic.
- CT is in budget year 1 of a new 2 year budget.
- CT has a small budget surplus currently and a decrease in the projected budget deficit over the next two years (1billion per year vs the original 2billion) and there is approximately 3.1billion in the rainy day fund.
- Alliance Funding is in a 10 year phase-in and should mean an additional \$1,695,521 for Manchester.
- Both the recently passed and new proposed Federal Relief Packages.
- Potential BOE savings for the 20-21 School Year.
- Covid vaccine timeline *(currently available for those over 75 years old).

To review, the 2021-2022 proposed budget amount is \$121,042,676, which represents a 2.78% increase over the current budget amount of \$117,774,174. Considering the Alliance funding expected that increase drops to a 1.3% increase over the 20-21 budget.

Key cost drivers for the budget remain:

- Intervention/acceleration - certified and non-certified contractual salaries.
- Outplacement and magnet school tuition - special education.
- Board policies that require a certain percentage of the budget for capital repairs and computer equipment.

Mr. Gundersen asked for clarity about the additional 15 staff members. Mr. Geary reviewed that he left the additional 15 staff members, hired this year to help facilitate remote learning, in the budget. The intention is that either they will still be needed for remote learning, or if we are 100% in buildings, they will be used to help recover learning loss in grades K-1-2, keeping class sizes small to help those students build foundational skills.

In reviewing salaries, Mr. Geary went line by line through two schools as examples, Bennet and Bowers. It was pointed out that the Alliance Grant pays salaries for many staff, including librarians, PLC leader stipends, assistant principals, behavior techs, FRC leaders, STEM specialists, reading consultants and instructional coaches. Mr. Gundersen wondered why we are where the funds to pay specific lines come from. Mr. Geary explained that the grants and BOE budget flow together to support the Board budget overall, but it is important to realize where funding comes from and the impact it has on our district. Without Alliance funding we would have to reevaluate our needs and either increase our budget or lay off many positions. Mr. Geary pointed out that when we first received Alliance funds the amount was unpredictable, and it was more difficult to budget.

Mr. Geary reviewed the benefits section next. He explained that if we have less employees choosing the family plan (or choosing not to take insurance) it means less of an increase in our budget and is unpredictable. All of the Board of Education is now on the HSA plan and we pay the town the premiums as the town is self-insured.

Non-certified staff have either a defined benefit (commonly called a pension) or a defined contribution. New staff over the last several years all have the defined contribution, which is a 6% salary match and costs the Board less money. As people retire eventually all will be under the defined contribution section. The object code for health insurance is 5270, which includes our cost plan and our contribution to HSA and major medical.

Mr. Geary asked Board members to email him any questions they have prior to

the next budget workshop so he may prepare answers and address those at the start of the next budget workshop. He also noted if Board members prefer paper instead of electronic documents to please ask in advance since we are all participating from home.

D. PUBLIC COMMENTS

None.

E. CLOSING COMMENTS

Mr. Thames reviewed the next budget workshops are Thursday, January 28 and February 4th, both at 6pm in the same location, and restated that if Board members have more questions on tonight's presentation they are asked to submit them in advance if possible and they will be addressed at the start of the next workshop. Mr. Thames also noted that the Board of Directors has been responsive to the needs of Manchester's children in the past.

F. ADJOURNMENT

The meeting was adjourned at 7:14 p.m. by Mr. Thames.

Respectfully submitted,

Christopher Pattacini
Board Secretary

MANCHESTER BOARD OF EDUCATION

BUDGET WORKSHOP

Thursday, January 28, 2021

6:00 p.m.

Lincoln Center/Virtual

PRESENT: Gundersen, Heinrich, Luna, Meggers, Pattacini, Patterson, Stefanovicz, Thames

ALSO PRESENT: Superintendent of Schools Geary, Deputy Superintendent & Special Services Radikas, Director of Finance & Management Clancy

ABSENT: Hughes

A. CALL TO ORDER

The meeting was called to order at 6:04 p.m. by Darryl Thames, Snr., co-chair of the Personnel & Finance Committee. This is the second budget workshop.

B. PLEDGE OF ALLEGIANCE

All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Thames.

C. SUPERINTENDENT'S BUDGET PRESENTATION

Mr. Geary reviewed questions sent from the previous Budget Workshop. The budget proposal includes current services as well as the 15 additional teachers hired during COVID. Mr. Geary showed how the increases in certain line items would be covered under the Alliance Grant and ultimately the increase in budget after Alliance funding would fall to about 1.3% (\$1,572,981).

With the expected savings of approximately \$1,050,000 from this year's budget, the Board of Education will request the Town to create a set aside account not to exceed 1% of the budget. That can then offset the proposed budget.

Mr. Geary is also expecting more retirement announcements as the deadline for notice of retirement is next Monday. Next week he will more accurately know the proposed salary line and that may result in a 0% budget increase ultimately.

Mr. Geary also noted that we have no new information regarding the Federal stimulus funding, which is expected to help with recovery over the summer, with a robust summer program.

The next question centered around pensions. Mr. Geary reviewed that all new hires have a defined contribution, not a pension. Previously the administration tried to backdate that five years and move all hires during that time period to a defined contribution, but it was a non-starter with the unions.

Mr. Gundersen asked for clarity around the numbers and Mr. Geary explained that there are 1,295 people in the Town of Manchester that have a defined benefit upon retirement (a pension) and of those 264 are members of the Board of Education. Each year that number will drop until all are covered under the defined contribution.

Mr. Gundersen also asked for clarity on the salary increase. Mr. Geary reviewed that pending the Federal Stimulus package and the Alliance funding, an appropriate number of positions will be moved to other lines and flexibility is key. The cost of the 15 additional staff, including benefits, is approximately \$900,000.

Mr. Gundersen asked about the increase to the capital project line. Mr. Geary explained that follows Board policy, which is 0.6% of the previous year's budget. In the past the community made it clear they want our buildings maintained adequately. Last year we had unexpected state funding that allowed us to reduce that line.

Mr. Pattacini noted that even though we added 15 staff members this year, we still saved about \$1million. Mr. Geary noted we moved about \$1million in salary to the Alliance Grant (library media specialists) and we continue to move items to Alliance.

Mr. Pattacini asked if it was possible, if "all the stars aligned" to request a 0% increase in budget if there were enough retirements. Mr. Geary suggested approving a budget increase of 1.3% plus requesting the 1% set aside fund with our savings from this year. The Board of Directors will then more than likely reduce the budget. We are still awaiting the Federal dollars and still unsure of how the spring and summer will unfold. Mr. Pattacini asked about the minimum budget requirement and Mr. Geary noted that the Town cannot budget less than the current year budget for the Board of Education. This is to ensure that struggling districts that receive Alliance funding are not underfunded by their towns and Alliance funds are used appropriately.

Mr. Geary then reviewed the purchased professional services, contracted services and other purchased services line.

Next year is the last year of our bus contract. Mr. Geary expects to find more efficiencies in the 2022-2023 transportation budget. The budget line for transportation for next year was based on the 19-20 school year.

Mr. Geary also reviewed the MBR (Minimum Budget Requirements) in more detail. As an Alliance District we are not eligible for an exception to the MBR and the Town would incur a penalty if they underfund our budget. For every dollar below our current budget the town would lose ECS funds by double that.

Mr. Thames feels it is important to keep the additional 15 teachers and is concerned with the loss of learning. He wondered how efficiently we can use those extra teachers. Mr. Geary explained that they will be used to mitigate class sizes in grades K, 1 and 2, where foundational skills are needed. He is optimistic that we will have a robust summer program, bigger than in past years, for anyone that wants to attend, not just those struggling. He will review this plan in greater detail at the February 8th Board meeting. He hopes for two 3-week summer sessions, with a week break between, as it is important to have some downtime. The program would be for all students K-12 that wish to participate. This will provide not only educational opportunities but recreational activities as well as some employment opportunities for the high school students. Federal funds will be used for this program which will be the start of our three year Recovery plan. There is a possibility that we may be able to do some spring Saturday programming, but with COVID we are not yet sure. Mr. Thames was pleased to hear that the socialization aspect is being considered.

Mr. Geary told Board members that if any would prefer paper copies of the budget to let him know and if there are any lingering questions from tonight's presentation to email him so he may prepare responses. Next Thursday is the last budget workshop and the budget needs to be approved at the February 8th Board meeting.

D. PUBLIC COMMENTS

None.

E. CLOSING COMMENTS

Mr. Meggers wondered when the Town will convene to discuss our budget. Ms. Clancy has not been given those dates yet and she will look into it, but usually that happens the first week of March.

F. ADJOURNMENT

The meeting was adjourned at 6:54 p.m. by Mr. Thames.

Respectfully submitted,

Christopher Pattacini
Board Secretary

MANCHESTER BOARD OF EDUCATION

BUDGET WORKSHOP

Thursday, February 4, 2021

6:00 p.m.

Lincoln Center/Virtual

PRESENT: Gundersen, Heinrich, Hughes, Luna, Meggers, Pattacini, Patterson, Stefanovicz, Thames

ALSO PRESENT: Superintendent of Schools Geary, Deputy Superintendent & Special Services Radikas, Director of Finance & Management Clancy

ABSENT:

A. CALL TO ORDER

The meeting was called to order at 6:06 p.m. by Darryl Thames, Snr., co-chair of the Personnel & Finance Committee. This is the third and final budget workshop.

B. PLEDGE OF ALLEGIANCE

All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Thames.

C. SUPERINTENDENT'S BUDGET PRESENTATION

Mr. Geary reviewed there were no questions sent from the previous Budget Workshop. The budget proposal includes current services as well as the 15 additional teachers hired during COVID. Mr. Geary reviewed the multi-year approach to Respond - Recover - Reimagine the district, which will start this summer.

Important factors considered in creating this budget include:

- Local economic impact of the pandemic.
- CT is in budget year 1 of a new 2 year budget.
- CT has a small budget surplus currently and a decrease in the projected budget deficit over the next two years (1billion per year vs the original 2billion) and there is approximately 3.1billion in the rainy day fund.
- Alliance Funding is in a 10 year phase-in and should mean an additional \$1,695,521 for Manchester.
- Both the recently passed and new proposed Federal Relief Packages.
- Potential BOE savings for the 20-21 School Year.
- Covid vaccine timeline *(currently available for those over 75 years old).

To review, the 2021-2022 original proposed budget amount is \$121,042,676, which represents a 2.78% increase over the current budget amount of \$117,774,174. Considering the Alliance funding expected that increase drops to a 1.3% increase over the 20-21 budget.

Mr. Geary announced that we found out today that the portion of the second Federal Relief Package coming to Manchester Public Schools will be \$6,829,365! This money can be used for specific funding over two years. It is helpful that the funds can be spread over two years, because it is hard to find good people willing to sign on for only a one year commitment. These funds are intended to supplement not supplant the local funding for our budget.

With the news of the Federal funds, the cost of retaining the 15 new teachers is able to be moved from our budget.

Retirements have also been calculated and will result in a savings of approximately \$522,351. To achieve that number the difference in salary between a teacher at the top of the salary ladder and a new hire (at step 3) yields an approximate savings of \$35,000 per teacher.

At this point our budget request drops to \$117,774,174, which is a 0% increase.

Key cost drivers for the budget remain:

- Intervention/acceleration - certified and non-certified contractual salaries.
- Outplacement and magnet school tuition - special education.
- Board policies that require a certain percentage of the budget for capital repairs and computer equipment.

Mr. Geary reviewed the last few sections of the budget, including utilities, supplies and equipment/dues & fees.

Utility figures are estimates as the last 12 months have not been typical.

The supply lines have been flat funded.

Under the equipment and dues & fees section some items that have been underfunded in the past include vehicle replacements and capital projects. Security upgrades are a recurring expense as well.

Mr. Geary reviewed the various grants we continue to receive. As in the past, we continue to move positions to the Alliance Grant.

The Minimum Budget Request was again reviewed. The town may not budget less than the previous year's budget for the Board of Education. We do not

qualify for an exemption to this being an Alliance District, and if the town were to underfund us, the penalty is twice the amount they underfund. With that being said, Mr. Geary reviewed that we have always been fiscally responsible and have returned unused funds to the town several times, including \$250,000 last year and the amount anticipated to be returned this year. Mr. Geary is recommending that the Board of Education request a non-lapsing reserve fund be set up this year. This fund can hold up to 2% of the budget and we would note the funds would be used for capital projects and special education overages. The money would sit in the fund until needed.

Mr. Geary reviewed that the budget needs to be approved at Monday night's Board meeting so it can be given to the Town by the February 14 deadline. On Monday he will also ask for Board approval to request the 2% non-lapsing fund as well.

Mr. Geary will get more details on exactly what the Federal monies can be used for and will give Board members an idea of the general plan Monday evening as well.

Mr. Thames wondered if Mr. Geary anticipates any major variance in the presentation for the Board of Directors. Mr. Geary does not.

Ms. Stefanovicz asked if she was correct in thinking that most of the increase in funding needed was the cost of the 15 additional teachers but that we can now cover that increase with the Federal funds which results in our asking for a budget with 0% increase. Mr. Geary added that we were lucky in that our health insurance line did not rise as much as it typically does (due to changes in employee coverage choices). Also, the number of retirements contributed to the budget numbers changing.

Mr. Gundersen asked for clarity around the retirements. It was reviewed that the savings equals the difference between a teacher at the top of the pay scale versus a new hire at approximately step 3.

Mr. Pattacini asked if we are fully funding the board policies on capital improvements, capital repairs and technology with this 0% increased budget. Mr. Geary confirmed we are fully funding all policies.

Mr. Thames noted that the amount of the Federal Relief Package has alleviated a lot of his concerns.

D. PUBLIC COMMENTS

None.

E. CLOSING COMMENTS

Mr. Pattacini thanked the administration and staff for their hard work. Although he always likes to spend more, he agrees this 0% increase is the right approach to take this year and he supports the recommendation of the Superintendent, who always maximizes any funding we get. Mr. Thames concurred.

F. ADJOURNMENT

The meeting was adjourned at 6:35 p.m. by Mr. Thames.

Respectfully submitted,

Christopher Pattacini
Board Secretary

C&I Subcommittee Minutes
January 11, 2021

In attendance: Emily Luna, Mark Gundersen, Peter Meggers, Amy Radikas , Diane Sheehan- Burns, and Pari Ghetia.

Items discussed:

Mock Academic Meeting Reviews

Committee was taken through a mock academic meeting by the Directors of Teaching and Learning, Diane Sheehan-Burns and Pari Ghetia. The committee was exposed to the components and process of an academic review. Current grade level and district data was used to highlight how data is used as a springboard for conversations between administrators and teachers to identify instructional strengths, challenges, and next steps.

After the mock academic review was conducted committee members had an opportunity to review an additional data set and formulate their own notices and wonders. This conversation allowed the committee to further understand the resources in place to support students, staff, and administrators and the processes used to further adult reflection and changes in instructional strategies to meet the needs of all students.

Next meeting: March 8, 2021

Meeting adjourned at 6:30 p.m.
Respectfully submitted,
Dr. Amy F. Radikas

PERSONNEL ACTIONS

APPOINTMENTS

Miss Kathlyn Cyr to be a English Teacher at Manchester High School. Miss Cyr received her Master of Science in Educational Technology from Central Connecticut State University and currently resides in East Haddam. It is recommended that her appointment be approved effective February 1, 2021 (Master's / Step 2, \$52,309.00).

RESIGNATIONS

Mr. Christopher Casey, Technology Education Teacher at Manchester High School, has submitted his letter of intent to retire at the close of the 2020-2021 school year. Mr. Casey has been with Manchester Public Schools since August 31, 1995. It is recommended that his letter of retirement be accepted.

Ms. Therese Doherty, Grade 2 Teacher at Waddell Elementary School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Doherty has been with Manchester Public Schools since October 30, 2000. It is recommended that her letter of retirement be accepted.

Dr. David Moyer, School Psychologist at Manchester High School, has submitted his letter of intent to retire at the close of the 2020-2021 school year. Dr. Moyer have been with Manchester Public Schools since August 26, 1998. It is recommended that his letter of retirement be accepted.

Ms. Felicia Falkowski, Physical Education Teacher at Buckley Elementary School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Falkowski has been with Manchester Public Schools since August 26, 1998. It is recommended that her letter of retirement be accepted.

Ms. Eileen Leahy, Speech & Language Pathologist at Verplanck Elementary School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Leahy has been with Manchester Public Schools since September 4, 1985. It is recommended that her letter of retirement be accepted.

Ms. Janina Johnkoski, STEM Specialist at Bowers Elementary School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Johnkoski has been with Manchester Public Schools since January 4, 2016. It is recommended that her letter of retirement be accepted.

Ms. Janice Medynski, Grade 1 Teacher at Waddell Elementary School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Medynski has been with Manchester Public Schools since January 18, 2000. It is recommended that her letter of retirement be accepted.

Ms. Diane Ozmun, Grade 5 Teacher at Bennet Academy, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Ozmun has been with Manchester Public Schools since August 23, 2005. It is recommended that her letter of retirement be accepted.

Ms. Marci Marciniak, Special Education Teacher at Illing Middle School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Marciniak has been with Manchester Public Schools since September 4, 1985. It is recommended that her letter of retirement be accepted.

Mr. Lawrence Deptula, Grade 4 Teacher for Manchester Pubic Schools Virtual Academy, has submitted his letter of intent to retire at the close of the 2020-2021 school year. Mr. Deptula has been with Manchester Public Schools since August 29, 1996. It is recommended that his letter of retirement be accepted.

Ms. Kelly Cecchini, English Teacher at Manchester High School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Cecchini has been with Manchester Public Schools since January 29, 1988. It is recommended that her letter of retirement be accepted.

Ms. Jaclyn Gottier, Special Education Teacher at the Manchester Preschool Center, has submitted her letter of intent to resign, effective end of business on June 15, 2021. Ms. Gottier has been with Manchester Public Schools since August 24, 2015. It is recommended that her letter of resignation be accepted.

Mr. Kevin Mack, Special Education Teacher at Illing Middle School, has submitted his letter of intent to retire at the close of the 2020-2021 school year. Mr. Mack has been with Manchester Public Schools since March 12, 2001. It is recommended that his letter of retirement be accepted.

Mrs. Marian Gingras, Family & Consumer Science Teacher at Manchester High School, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Mrs. Gingras has been with Manchester Public Schools since September 2, 1992. It is recommended that her letter of retirement be accepted.

Ms. Ellen Schumey, Special Education Teacher at Manchester Regional Academy, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Ms. Schumey has been with Manchester Public Schools since August 30, 1988. It is recommended that her letter of retirement be accepted.

Ms. Mhairi-Kate McKeegan, Special Education Teacher at Manchester Regional Academy, has submitted her letter of resignation effective the last day of the 2020-2021 school year. Ms. McKeegan has been with Manchester Public Schools since August 25, 2014. It is recommended that her letter of resignation be accepted.

Mrs. Cynthia Lepack, Special Education Preschool Teacher for Manchester Public Schools, has submitted her letter of intent to retire at the close of the 2020-2021 school year. Mrs. Lepack has been with Manchester Public Schools since August 28, 1997. It is recommended that her letter of retirement be accepted.

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: January 25, 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 FY2020-2021 Budget.

Discussion/Analysis: Transfer from District-wide Information Services Repairs in the amount of \$2,419.00. Transfer to District-wide Information Services Computer Supplies and Materials in the amount of \$2,419.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2020-2021 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
February 8, 2021

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: January 28, 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 FY2020-2021 Budget.

Discussion/Analysis: Transfer from System-wide Information Services Professional Development in the amount of \$1,361.00. Transfer to System-wide Information Services Computer Supplies and Materials in the amount of \$1,361.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2020-2021 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
February 8, 2021

**Manchester Public Schools
Manchester, Connecticut**

TO: Accounting Department

School/Department: Information Services

Date of Request: 01/28/2021

Approver: Kerri Kearney

Date Approved: 01/28/2021

JUSTIFICATION (Required Field): Move money from 41499280 5330 Professional Development to 41499280 5612 Computer Supplies to purchase miscellaneous computer supplies.

SUBJECT:

TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE - In whole dollars only:

\$ 1,361.00 **Account #41499280 5330** **Description: IS Professional Development**

\$ **Account #** **Description:**

\$ **Account #** **Description:**

\$ 1,361.00 **TOTAL DECREASE**

INCREASE - In whole dollars only:

\$ 1,361.00 **Account #41499280 5612** **Description: IS Computer Supplies**

\$ **Account #** **Description:**

\$ **Account #** **Description:**

\$ 1,361.00 **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: January 25, 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 FY2020-2021 Budget.

Discussion/Analysis: Transfer from System-wide Language Arts Instructional Supplies and Materials in the amount of \$1,622.00. Transfer to System-wide Language Arts Professional Development in the amount of \$1,535.00 and transfer to System-wide Social Studies Contracted Substitutes in the amount of \$87.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2020-2021 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
February 8, 2021

**Manchester Public Schools
Manchester, Connecticut**

TO: Accounting Department School/Department: Curriculum

Date of Request: 01/25/2021 Approver: Amy F. Radikas

Date Approved: 01/26/2021

JUSTIFICATION (Required Field): Transfer to cover cost of Lesley University PDs for Language Arts; transfer to cover negative substitutes balance for Social Studies.

SUBJECT:
TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE - In whole dollars only:

\$ <u>1,622.00</u>	Account # <u>12899100 5611</u>	Description: <u>LA Instructional Supplies</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$ 1,622.00 TOTAL DECREASE

INCREASE - In whole dollars only:

\$ <u>1,535.00</u>	Account # <u>12899221 5330</u>	Description: <u>LA Professional Development</u>
\$ <u>87.00</u>	Account # <u>14299100 5432</u>	Description: <u>SS Contracted Substitutes</u>
\$ _____	Account # _____	Description: _____

\$ 1,622.00 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: January 29, 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 FY2020-2021 Budget.

Discussion/Analysis: Transfer from System-wide Psychology Travel and Lodging in the amount of \$1,000.00. Transfer to System-wide Psychology Professional Development in the amount of \$1,000.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2020-2021 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
February 8, 2021

TO: Accounting Department	School/Department: System-wide Psychology
Date of Request: 01/28/2021	Approver: Sarah Burke
	Date Approved: 01/29/2021

SUBJECT:
TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

\$ <u>1,000.00</u>	<u>Account #32299210 5580</u>	<u>Description: Psychology Travel/Lodging</u>
\$	<u>Account #</u>	<u>Description:</u>
\$	<u>Account #</u>	<u>Description:</u>

\$ <u>1,000.00</u>	<u>Account #32299210 5330</u>	<u>Description: Psychology Professional Dvlpmt</u>
\$	<u>Account #</u>	<u>Description:</u>
\$	<u>Account #</u>	<u>Description:</u>

Accounting Department Only

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: January 25, 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 FY2020-2021 Budget.

Discussion/Analysis: Transfer from System-wide Social Studies Professional Development in the amount of \$262.00. Transfer to System-wide Social Studies Contracted Substitutes in the amount of \$262.00.

Financial Impact: None

Other Board/Commission Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2020-2021 Budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
February 8, 2021

**Manchester Public Schools
Manchester, Connecticut**

TO: Accounting Department

School/Department: Social Studies

Date of Request: 1/25/2021

Approver: Amy F. Radikas

Date Approved: 1/26/2021

JUSTIFICATION (Required Field): Transfer to cover negative balance.

SUBJECT:

TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE - In whole dollars only:

\$ 262.00 **Account #14299100 5330**

Description: SS Professional Development

\$ **Account #**

Description:

\$ **Account #**

Description:

\$ 262.00 **TOTAL DECREASE**

INCREASE - In whole dollars only:

\$ 262.00 **Account #14299100 5432**

Description: SS Contracted Substitutes

\$ **Account #**

Description:

\$ **Account #**

Description:

\$ 262.00 **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: Item for Appropriation FY 2020-21 Hartford Foundation for Public Giving COVID-19 Reopening Grant

Date: January 19, 2021

Background:

Hartford Foundation for Public Giving COVID-19 Response Fund (Reopening Phase) will deploy flexible resources to nonprofits in the Greater Hartford region to keep staff and clients safe during the reopening phase of the COVID-19 crisis.

Discussion/Analysis:

These funds may be used to support costs for PPE, cleaning, minor building improvements, technology to support virtual services/remote staff, staff health screening, etc.

Financial Impact: None

Other Board/Commission Action: None

Recommendations:

The Superintendent of Schools recommends that the Board of Education request the Board of Directors establish an appropriation for the FY 2020/21 Hartford Foundation for Public Giving COVID-19 Response Grant in the amount of \$25,000.

Attachments: None.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
February 8, 2021



Manchester Public Schools

Update on
Elementary and
Secondary School
Emergency Relief
(ESSER II)



Blueprint: 2021-2023



RESPOND

RECOVER

REIMAGINE

Respond

The following activities are critical as we **respond** to the pandemic:

- Center all decisions on equity and race and ensure appropriate time and space for regular reflection on race and equity throughout the year
- Ensure parents, students, and staff continue to work as partners to support learning at various locations and provide any needed support or materials related to that learning to parents and families
- Continue to adjust learning models as needed while supporting students and staff with necessary materials, technology, and human resources
- Ensure physical and mental health needs of students and families are prioritized by providing necessary supports including food and nutrition, social work and counseling services, and family outreach
- Monitor the health and wellness of MPS staff and support staff self care by providing resources and time
- Support vaccine distribution in a manner determined by Connecticut Department of Public Health and local health department
- Plan for potential spring / summer learning experiences designed to re-acclimate students to schools academically, socially, and emotionally



RESPOND

RECOVER

REIMAGINE

Recover

The following activities will be critical as we **recover** from the pandemic:

- Continue to emphasize community building, healing, social emotional learning, improved mental and physical health, and time to pause and reflect regularly
- Implement technology to support learning but identify how that is happening (is it helping with access to information, organization and efficiency or is it transforming learning) and be realistic about our expectations
- Clearly indicate what is meant by mastery and identify how we will assess / know skills & concepts have been learned / mastered
- Clearly define what quality feedback will look like, how it is provided, and its purpose is to enhance learning not judge performance
- Determine what is essential to learn and what can be pared from learning experience using clear criteria which prepares students for the future without overwhelming them
- Collaborate with families to ensure students are able to access necessary in person academic and social / emotional programming as often as possible
- Continue efforts to ensure student identities, experiences, insights, and understandings are centered in all learning opportunities



RESPOND

RECOVER

REIMAGINE

Reimagine

The following activities will be critical as we **reimagine** schools coming out of the pandemic:

- Allow for flexibility of time and pacing as well as student voice, choice, and ownership, depending on student needs, learning styles, and interests to remove the limits of one-size-fits-all schooling
- Connect work across content areas - as often as possible wherever possible - and to learner's lives, our community, or the world
- Ensure curricular experiences related to social justice and service learning are available to and expected of all learners
- Ensure students have an opportunity to reflect on their work in order to ensure deep understanding of what they have learned, their strengths, and areas for growth
- Ensure all learners - especially our youngest learners (K-2) and those still learning to read - have foundational skills in reading and writing and math (transitional classes/programs)
- Nurture curiosity, passion, and skills of students to be lifelong learners who feel ownership of their education
- Actively engage in conversations and actions necessary to move forward racial equity work of the district
- Expand how we as a district define, measure, report, and celebrate progress



RESPOND

RECOVER

REIMAGINE

About ESSER II

The following are the state ESSER II priorities:

- Academic Supports, Learning Loss, Learning Acceleration and Recovery
- Family and Community Connections
- School Safety and Social-Emotional Well-being of the “Whole Student” and of our School Staff
- Remote Learning, Staff Development, and the Digital Divide



About ESSER II

The ESSER II funds can be used for the following:

- Coordination of preparedness and response efforts of local educational agencies with public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus.
- Addressing learning loss among students, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, of the local educational agency



About ESSER II

The ESSER II funds can be used for the following:

- Providing principals and others school leaders with the resources necessary to address the needs of their individual schools.
- Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.
- Developing and implementing procedures and systems to improve the preparedness and response efforts of local educational agencies.



About ESSER II

The ESSER II funds can be used for the following:

- Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases.
- Purchasing supplies to sanitize and clean the facilities of a local educational agency, including buildings operated by such agency.



About ESSER II

The ESSER II funds can be used for the following:

- Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the local educational agency that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.



About ESSER II

The following are the state ESSER II priorities:

- Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the IDEA and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements students and children with disabilities, which may include assistive technology or adaptive equipment.



Questions



RESPOND

RECOVER

REIMAGINE

MANCHESTER SCHOOL DISTRICT

Agenda Item: Manchester High School Roof Replacement
Meeting Date: February 5, 2021
To: Mr. Matthew Geary, Superintendent
From: Lindsey Boutilier, Facilities Director

Recommendation:

I recommend the following actions at the February 8, 2021 meeting of the Manchester Board of Education:

1. The Manchester Board of Education adopt the attached educational specifications dated February 5, 2021 for a roof replacement at the Manchester High School.
2. The Board of Education 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.

Background:

In order to receive a construction grant in accordance with CGS § 10-283 and Chapter 173 of the Connecticut General Statutes, the Board must adopt the educational specifications to that an ED049 grant application may be submitted to the State Department of Education.

The Architectural firm, Silver Petrucelli+ Associates has been selected for the design. Once construction documents are complete by March 2021, they will be submitted to the Board for their approval. Construction is slated for the summer of 2021.

**EDUCATIONAL SPECIFICATIONS FOR
THE ROOF REPLACEMENT AT THE
MANCHESTER HIGH SCHOOL
FEBRUARY 5, 2021**

SECTION I – PROJECT RATIONALE - The Manchester High School roof was installed in two sections – the older section in 1981 and the newer section in 2006. The school facility's 1981 existing roof section has reached its useful life. The approximately 134,506 square feet of low-slope roof area that requires replacement is over the original building and additions which includes the auditorium, classrooms, and other common areas. Select portions of the roof have been continuously leaking and managing the leaks during the past five years has become less effective as they have become increasingly common each year causing damage to interior finishes. The existing pool area roof that was also constructed in 1981 and represents an additional 7,020 square feet will be specified as an alternate for replacement as part of this project, this is due to the different type of construction that is required for this type of construction and the sensitivity of the area below.

SECTION II – LONG RANGE EDUCATIONAL PLAN - The primary goals of the Manchester School District are:

1. To improve the health and safety conditions of all schools
2. To upgrade the school building to meet and exceed all applicable codes
3. To incorporate current technology into the classroom curriculum and build in infrastructure to support future technology
4. To support education and creativity, student, and teachers must be in appropriate facilities and space
5. To make alterations and modifications that are energy efficient, durable and conducive to ongoing maintenance
6. To promote community accessibility to school facilities
7. To improve accessibility for the disabled

SECTION III – PROJECT'S RELATION TO EDUCATIONAL GOALS - To maintain an environment conducive to learning while eliminating the risk to health and safety that would result from a defective roof.

SECTION IV – CAPACITY DATA - The reroofing of this building will not alter the building's capacity.

SECTION V – LEARNING ACTIVITIES - The reroofing of the school will not increase or decrease instructional group size, number of teaching stations, number of individual learning stations or specialized instruction.

SECTION VI – THE PROJECT - The Manchester School District proposes the following components of its roof replacement project:

1. Test and identify for any hazardous materials in existing roofing system and adjacent construction
2. Remove all roofing materials down to the deck and dispose of hazardous materials in the appropriate manner
3. Inspect roof deck and replace problem areas as appropriate
4. Install new insulation with 30 year 90 mil EPDM roofing system
5. Install new roof drains, downspouts and gutters as necessary
6. Install new metal flashings at all intersections and encapsulate existing concrete overhangs

Section 10-248a - Unexpended education funds account

For the fiscal year ending June 30, 2020, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a nonlapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided (1) such deposited amount does not exceed two per cent of the total budgeted appropriation for education for such prior fiscal year, (2) each expenditure from such account shall be made only for educational purposes, and (3) each such expenditure shall be authorized by the local board of education for such town.

Conn. Gen. Stat. § 10-248a

(P.A. 10-108, S. 32.)

Amended by P.A. 19-0117, S. 285 of the Connecticut Acts of the 2019 Regular Session, eff. 7/1/2019. Added by P.A. 10-0108, S. 32 of the February 2010 Regular Session, eff. 7/1/2010.