

**MANCHESTER BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MONDAY, AUGUST 27, 2018**  
**LINCOLN CENTER**

**Waddell Walk through**  
**Curriculum & Instruction Committee Mtg.**  
**Board of Education Meeting**

**5:00 P.M. - Waddell**  
**5:45 P.M. - Director's Rm.**  
**7:00 P.M. - Hearing Rm.**

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Secretary's Welcome
- 4) Board of Education Minutes 7-9-18 A - 4

**B. COMMITTEE REPORTS – None**

**C. CONSENT CALENDAR**

- 1) Personnel Information C - 1
- 2) Transfer of Funds C - 2
- 3) Establish an appropriation for FY 2018-2020 for the Individuals with Disabilities Education Improvement Act (IDEA 611) grant, in the amount of \$1,730,235 C - 3
- 4) Establish an appropriation for FY 2018-2020 for the Individuals with Disabilities Education Improvement Act (IDEA 619) grant, in the amount of \$62,049 C - 4
- 5) Establish an appropriation for FY 2018-2019 for the Community Use of Schools - Bailey Auditorium in the amount of \$10,200 C - 5
- 6) Permission to apply for FY 2018-2019 Priority School District Grant C - 6
- 7) Permission to apply for FY 2018-2019 Alliance District Grant C - 7
- 8) Permission to apply for FY 2018-2019 Priority School District Extended School Hours Grant C - 8
- 9) Permission to apply for FY 2018-2019 Priority School District Summer School Grant C - 9

**D. REPORT FROM STUDENT REPRESENTATIVE – None**

**E. PUBLIC COMMENTS (any item before the board)**

**F. SUPERINTENDENT'S REPORT**

- 1) Introduction of New Administrators - Mr. Matthew Geary, Superintendent of Schools
- 2) Spring Data Update - Mr. Matthew Geary, Superintendent of Schools
- 3) Update on Opening of Schools - Mr. Matthew Geary, Superintendent of Schools

G. **UNFINISHED BUSINESS** – *None*

H. **NEW BUSINESS** - *None*

I. **PUBLIC COMMENTS** - (comments limited to items on tonight's agenda)

J. **COMMUNICATIONS** - *None*

K. **ITEMS FOR FUTURE AGENDAS**

Monday, Sept. 10, 2018	Opening of Schools Update Professional Development Highlights
Monday, Sept. 24, 2018	Update on Technology Update on Equity Informed School Climate Assessment
Tuesday, Oct. 9, 2018	Bennet School Improvement
Monday, Oct. 22, 2018	Update on State Accountability System
Tuesday, Nov. 13, 2018	Illing School Improvement
Monday, Nov. 26, 2018	Fall Data Update Reaffirmation of Board of Education Bylaws

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 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.*

**PERSONNEL ACTION****APPOINTMENTS**

Ms. Sara M. Anderson to be a 1.0 Special Education Teacher at Manchester High School. Ms. Anderson received a Master of Science at the School of Education and Professional Studies at Central Connecticut State University. Ms. Anderson resides in Portland. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 12 \$85,104).

Mrs. Jessica Gabbai to be a 1.0 English Language Arts Teacher at Illing Middle School. Mrs. Gabbai received her Master of Arts in Educational Leadership from the College of Saint Elizabeth. Mrs. Gabbai resides in Glastonbury. It is recommended that her appointment be approved effective August 29, 2018 (MA +30/Step 10 \$78,500).

Mrs. Denise (Gwendolyn) Meadows to be a 1.0 Special Education Teacher at Illing Middle School. Mrs. Meadows received her Master of Arts in Special Education from University of Saint Joseph. Mrs. Meadows resides in Manchester. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 7 \$62,364).

Ms. Megan Sargent to be a 1.0 Grade 3 Teacher at Buckley Elementary School. Ms. Sargent received her Master of Arts in Education from Springfield College. Ms. Sargent resides in Manchester. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 2 \$51,025).

Miss Casey Gorman to be a 1.0 Special Education Teacher at Illing Middle School. Miss Gorman received her Master of Arts in Teaching from Central Connecticut State University. Miss Gorman resides in East Hartford. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 3 \$52,769).

Miss Marisela Valencia to be a 1.0 Grade 4 Teacher at Washington Elementary School. Miss Valencia received her Master of Arts in Curriculum and Instruction from the University of Connecticut. Miss Valencia resides in Hamden. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step1 \$49,280).

Mrs. Ann M. LaCasse to be a 1.0 Special Education Teacher at Manchester High School. Mrs. LaCasse received her Master of Science in Education from State University of New York at Cortland. Mrs. LaCasse will reside in Manchester. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 8 \$65,418).

Ms. Nicole Ozark to be a 1.0 Kindergarten Teacher at Buckley Elementary School. Ms. Ozark received her Bachelor's Degree from Eastern Connecticut State University. Ms. Ozark resides in Columbia. It is recommended that her appointment be approved effective August 29, 2018 (BA/Step 1 \$46,228).

Mrs. Lauren Anastas to be a 1.0 Special Education Teacher at Bennet Academy. Mrs. Anastas received her Master of Arts in Teaching from Sacred Heart University. Mrs. Anastas resides in Manchester. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 4 \$54,950).

Ms. Colleen McMahon to be a 1.0 Special Education Teacher at Keeney Street Elementary School. Ms. McMahon received her Master of Arts in Special Education from Saint Joseph College. Ms. McMahon resides in Plantsville. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 3 \$52,769).

Ms. Marisa Vattana to be a 1.0 World Language Teacher at Manchester High School. Ms. Vattana received her Master of Science in Education from Nazareth College. Ms. Vattana will reside in Bristol. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 6 \$59,749).

Mr. Edward Ciesielski to be a 1.0 Special Education Teacher at Martin Elementary School. Mr. Ciesielski received his Master of Arts in Elementary Education from Saint Joseph College. Mr. Ciesielski resides in West Hartford. It is recommended that his appointment be approved effective August 29, 2018 (MA/Step 8 \$65,418).

Mr. Justin Taylor to be a 1.0 Social Studies – Grade 6 Teacher at Bennet Academy. Mr. Taylor received his Bachelor's Degree in History from Central Connecticut State University. Mr. Taylor resides in Manchester. It is recommended that his appointment be approved effective August 29, 2018 (BA/Step 2 \$47,973).

Mrs. Aisha Florez to be a 1.0 Assistant Principal at Waddell Elementary School. Mrs. Florez received her Master of Education from DePaul University. Mrs. Florez resides in South Windsor. It is recommended that her appointment be approved effective August 6, 2018 (Elementary Ass't Principal/Step 3a \$118,637).

Ms. Althea Barnes to be a 1.0 Assistant Principal at Keeney Street Elementary School. Ms. Barnes received her Master's Degree in Psychology from Long Island University. Ms. Barnes resides in Waterbury. It is recommended that her appointment be approved effective August 13, 2018 (Elementary Ass't Principal/Step 3 \$116,196).

Ms. Heather Clarke to be a 1.0 Special Education Teacher at Buckley Elementary School. Ms. Clarke received her Master of Arts in Educational Psychology from the University of Connecticut. Ms. Clarke resides in Dayville. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 7 \$62,364).

Ms. Meaghan Clark to be a 1.0 Special Education Teacher at Bennet Academy. Ms. Clark received her Bachelor's + 30 from Central Connecticut State University. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 7 \$62,364).



Ms. Michelle Gluhosky to be a 1.0 Grade 1 Teacher at Verplanck Elementary School. Ms. Gluhosky received her Master of Science in Early Childhood Education from Eastern Connecticut State University. Ms. Gluhosky resides in Ellington. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 1 \$49,280).

Ms. Sarah Brihan to be a 1.0 Grade 4 Teacher at Washington Elementary School. Ms. Brihan received her Bachelor's Degree from Eastern Connecticut State University. Ms. Brihan resides in South Windsor. It is recommended that her appointment be approved effective August 29, 2018 (BA/Step 1 \$46,228).

Mrs. Carey A. St. Germain to be a 1.0 Reading Consultant at Washington Elementary School. Mrs. St. Germain received her Master of Science from Central Connecticut State University. Mrs. St. Germain resides in Rocky Hill. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 12 \$91,060).

Mrs. Elizabeth M. Chojnicki to be a 1.0 Reading Consultant at Washington Elementary School. Mrs. Chojnicki received her Master's Degree from Clark University and 30 credits beyond her Master's in reading from Central Connecticut State University. Mrs. Chojnicki resides in Tolland. It is recommended that her appointment be approved effective August 29, 2018 (MA+30/Step 5 \$61,492).

Ms. Erika Daley to be a 1.0 Grade 1 Teacher at Washington Elementary School. Ms. Daley received her Bachelor of Arts in Elementary Education from Roger Williams University. Ms. Daley resides in Watertown. It is recommended that her appointment be approved effective August 29, 2018 (BA/Step 1 \$46,228).

Miss Michelle Congleton to be a 1.0 Grade 1 Teacher at Buckley Elementary School. Miss Congleton received her Bachelor of Science from Eastern Connecticut State University. Miss Congleton resides in Manchester. It is recommended that her appointment be approved effective August 29, 2018 (BA/Step 1 \$46,228).

Mrs. Stephanie Avery to be a 1.0 Grade 4 Teacher at Bowers Elementary School. Mrs. Avery received her Master of Science in Education from University of New England. Mrs. Avery resides in Tolland. It is recommended that her appointment be approved effective August 29, 2018 (MA/Step 6 \$59,746).

Miss Valerie Pomeroy to be a 1.0 Special Education Teacher at Bennet Academy. Miss Pomeroy received her Bachelor of Science from Saint Joseph College. Miss Pomeroy resides in Niantic. It is recommended that her appointment be approved effective August 29, 2018 (BA/Step 4 \$51,461).

Mrs. Catherine Amadasun to be a 1.0 Assistant Principal at Bennet Academy. Mrs. Amadasun received her 6<sup>th</sup> Year in Educational Leadership and Supervision from Sacred Heart University. Mrs. Amadasun resides in East Hartford. It is recommended that her appointment be approved effective August 20, 2018 (Ass't Principal/Step 1 \$113,626).

## **RESIGNATIONS**

Ms. Allison Rollins, Grade 3 Teacher at Buckley Elementary School has submitted a letter of resignation. Ms. Rollins has been with Manchester Public Schools since August 29, 2016. It is recommended that her resignation be accepted.

Mr. Timothy Field, Assistant Principal at Waddell Elementary School has submitted a letter of resignation. Mr. Field has been with Manchester Public Schools since January 4, 2016. It is recommended that his resignation be accepted.

Ms. Ellen Spratlin, Adult Education ESL Teacher has submitted a letter of resignation. Ms. Spratlin has been with Manchester Public Schools since August 23, 2016. It is recommended that her resignation be accepted.

Ms. Karli Andrews, Speech & Language Pathologist at Martin Elementary School has submitted her letter of resignation. Ms. Andrews has been with Manchester Public Schools since August 29, 2016. It is recommended that her resignation be accepted.

Mr. Michael Carpenter, Technology Education Teacher at Manchester Regional Academy has submitted his letter of resignation. Mr. Carpenter has been with Manchester Public Schools since August 29, 2011. It is recommended that his resignation be accepted.

Mr. Mark Ruede, Vice Principal at Manchester High School has submitted his letter of resignation. Mr. Ruede has been with Manchester Public Schools since August 28, 2000. It is recommended that his resignation be accepted.

Ms. Rebecca Brice, Grade 4 Teacher at Bowers Elementary School has submitted her letter of resignation. Ms. Brice has been with Manchester Public Schools since August 30, 2017. It is recommended that her resignation be accepted.

Ms. Nikki Ortiz, Grade 5 Teacher at Bennet Academy has submitted her letter of resignation. Ms. Ortiz has been with Manchester Public Schools since August 25, 2014. It is recommended that her resignation be accepted.

Mr. Gregory Sember, Chemistry Teacher at Manchester High School has submitted his letter of resignation. Mr. Sember has been with Manchester Public Schools since August 25, 2014. It is recommended that her resignation be accepted.

Ms. Shamika Jackson, Physical Education Teacher at Illing Middle School has submitted her letter of resignation. Ms. Jackson has been with Manchester Public Schools since August 30, 2010. It is recommended that her resignation 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:** July 25, 2018

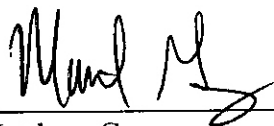
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2018-2019 Budget.

**Discussion/Analysis:** Transfer from Manchester High School Interscholastic Sports Rentals in the amount of \$1,925.00. Transfer to Manchester High School Interscholastic Sports Other Purchased Services in the amount of \$1,925.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2018-2019 Budget.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

RECEIVED

JUL 31 2018

BY ACCOUNTS PAYABLE

To: **Accounting Department**

Date: 07/25/2018

5-8/1/18  
ce  
8-2-18  
**Manchester Public Schools**  
**Manchester, Connecticut**

School: Manchester High School \_\_\_\_\_

Principal's Sign: Faleum m m

Date of Approval: 07/25/2018

**JUSTIFICATION (Required Field) : to cover cost of HUDL software used to review game footage and improve team play.**

**SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER:**

**DECREASE In whole dollars only:**

\$ 1925	Account #31461320 5440	Description: Interscholastic Sports - Rentals
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____
\$ 1925	<b>TOTAL DECREASE</b>	

**INCREASE In whole dollars only:**

\$ 1925	Account #31461320 5590	Description: Intersch Sports – Oth Purch Svcs
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____
\$ 1925	<b>TOTAL INCREASE (Must match total decrease)</b>	

**Accounting Department Only**

Board Approval Needed: Yes ☒ 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 26, 2018

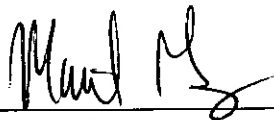
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2018-2019 Budget.

**Discussion/Analysis:** Transfer from Manchester High School Classroom Instruction Rentals in the amount of \$8,820.00. Transfer to Manchester High School School Administration General Supplies and Materials in the amount of \$8,820.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2018-2019 Budget.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

RECEIVED

JUL 31 2018

Manchester Public Schools  
Manchester, Connecticut

BY ACCOUNTS PAYABLE  
To: Accounting Department

School: Manchester High School

Date: 07/26/2018

Principal's Sign: Kateleen M. Mung

Date of Approval: 07/26/2018

JUSTIFICATION (Required Field) : To fund purchase of student desks and other furniture to set up new classrooms.

SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER:

DECREASE In whole dollars only:

\$ 8820	Account #11061100 5440	Description: Classroom Instruction Rentals
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$ 8820 TOTAL DECREASE

INCREASE In whole dollars only:

\$ 8820	Account # 42361240 5610	Description: School Admin General Supplies
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$ 8820 TOTAL INCREASE (Must match total decrease)

Accounting Department Only

Board Approval Needed: Yes ☒ 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 16, 2018

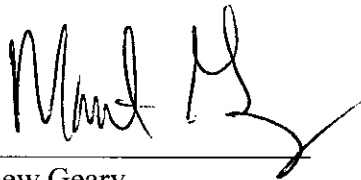
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2018-2019 Budget.

**Discussion/Analysis:** Transfer from Highland Park Elementary School Classroom Instruction Rentals in the amount of \$360.00. Transfer to Highland Park Elementary School School Administration General Supplies and Materials in the amount of \$360.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2018-2019 Budget.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

RECEIVED

AUG 17 2018

BY ACCOUNTS PAYABLE

Manchester Public Schools  
Manchester, Connecticut

To: Accounting Department

Date: 8/16/18

School:

Principal's Sign:

Date of Approval:

## JUSTIFICATION (Required Field):

Our new kindergarten teacher needs a classroom carpet, we would like to transfer money from the rentals line to ~~also~~ help with this expense.

## SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER:

## DECREASE In whole dollars only:

\$ 360 Account # 11004100 5440Description: Hig-C1 Rentals

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 360 TOTAL DECREASE

## INCREASE In whole dollars only:

\$ 360 Account # 42304240 5610Description: Gen'l Supplies

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 360 TOTAL INCREASE (Must match total decrease)Accounting Department OnlyBoard Approval Needed: Yes ☒ 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 17, 2018

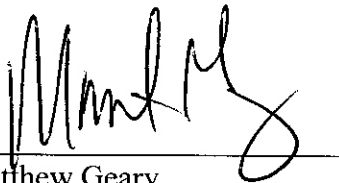
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2018-2019 Budget.

**Discussion/Analysis:** Transfer from Illing Middle School Administration Other Purchased Services in the amount of \$200.00. Transfer to Illing Middle School Guidance Testing in the amount of \$200.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2018-2019 Budget.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

S-8/21/18  
@DC  
8/22/18

RECEIVED

AUG 21 2018

BY ACCOUNTS PAYABLE

Manchester Public Schools  
Manchester, Connecticut

To: Accounting Department

Date: 8/17/2018

School: Illing Middle School

Principal's Signature: [Signature]

Date of Approval: \_\_\_\_\_

JUSTIFICATION (Required Field): To cover the cost of testing materials for PSAT's

SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE In whole dollars only:

\$<sup>200</sup> Account # 42353100-5590

Description: Admin- Other Purch Svcs

\$ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$<sup>200</sup> TOTAL DECREASE

INCREASE In whole dollars only:

\$<sup>200</sup> Account # 31053210-5615

Description: Admin - Testing Account

\$ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$<sup>200</sup> TOTAL INCREASE (Must match total decrease)

Accounting Department Only

Board Approval Needed: Yes ☒ 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 21, 2018

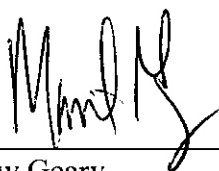
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2018-2019 Budget.

**Discussion/Analysis:** Transfer from System-wide Special Education Non-Certified Salaries in the amount of \$23,000.00. Transfer to System-wide Special Education Consultants in the amount of \$23,000.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2018-2019 Budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

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Dec 8/22/18

RECEIVED

AUG 21 2018

BY ACCOUNTS PAYABLE

**Manchester Public Schools  
Manchester, Connecticut**

To: **Accounting Department**

School: Central Office - Special Education

Date: 8/21/2018

Principal's Sign: [Signature]

Date of Approval: 8/22/18

**JUSTIFICATION (Required Field) :**

To pay for the cost of a substitute through CREC Consultants for a maternity leave of a BCBA.

**SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER:**

**DECREASE In whole dollars only:**

\$ 23,000 Account # 20899120 5112 Description: Non-certified Salaries

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ **TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$ 23,000 Account # 20899120 5320 Description: Consultants

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

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

**Accounting Department Only**

Board Approval Needed: Yes ☒ No ☐

Date of Board Approval: \_\_\_\_\_

Date Transfer Completed \_\_\_\_\_ Name: \_\_\_\_\_

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation – IDEA 611 Grant FY 2018-2020  
**Date:** August 2, 2018

**Background:**

The Manchester Board of Education was awarded grant funding under the federal Individuals with Disabilities Education Improvement Act (IDEA) 611 grant for FY 2018-2020. This grant supports a wide range of special education services for students in the Manchester school district.

**Discussion/Analysis:**

Each year the Manchester Board of Education applies for grant funds from the Connecticut State Department of Education under IDEA 611 grant for use with special education students ages 3-21. The funding offsets the cost of special education teachers, occupational therapists, physical therapists, paraprofessionals, and tutors. It also enables the Board to purchase specialized reading and math programs, computer equipment, and other assistive technology devices. The IDEA 611 grant provides funding for student evaluations as well.

**Financial Impact:**

There is no financial impact to the town. This is a two year grant that provides funds from the U.S. Department of Education and the State of Connecticut. The total grant award for FY 2018-2020 is for the amount of **\$1,730,235**.

**Other Board/Commission Action:**

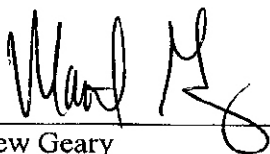
None.

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish the appropriation for the grant award amount **\$1,730,235**, under the Individuals with Disabilities Education Improvement Act (IDEA) 611 grant for FY 2018-2020.

**Attachments:**

Award letter and budget



Matthew Geary  
Superintendent of Schools  
Manchester, CT  
August 27, 2018



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

MANCHESTER PUBLIC SCHOOLS  
45 NORTH SCHOOL STREET  
MANCHESTER, CT 06040-2022

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 108-446  
CFDA #: 84.027A  
SDE Project Code: SDE000000000002

Grant Number: 077-000 12060-20977-2019-82032-170002

2 Grant Title

IDEA-PART B, SECTION 611

5 Award Period

7/1/2018 - 6/30/2020

3 Education Staff

Program Manager:

Thomas Boudreau

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$1,730,235

Funding Status: Preliminary

7 Terms and Conditions of Award

This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing eligibility of the State of Connecticut and your town/agency to receive such funds.

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2018 and June 30, 2019 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2019. For grants awarded for two-year periods beginning July 1, 2018, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2020. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

This grant has been approved.

7/16/2018

Ellen Cohn 2

# BUDGET FORM

Created On: 7/16/2018

## ED 114

Fiscal Year: 2019  
Grantee Name: MANCHESTER  
Grant Title: IDEA-PART B SECTION 611  
Project Title:  
Fund: 12060 SPID: 20977 Year: 2019 PROG: 82032 CF1: 170002 CF2:  
Grant Period: 7/1/2018 - 6/30/2020  
Project Code: SDE000000000002

Funding Status: Preliminary  
Vendor ID: 00077  
Authorized Amount: \$1,730,235

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$1,730,235

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
111A	NON-INSTRUCTIONAL	147,632	
111B	INSTRUCTIONAL	1,383,499	59,487
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	108,054	
321	TUTORS		
322	IN SERVICE		
323	PUPIL SERVICES		
324	FIELD TRIPS		
325	PARENT ACTIVITIES	1,563	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	15,000	
340	OTHER PROFESSIONAL SERVICES		
341	AUDIT		
350	TECHNICAL SERVICES		
440	RENTALS		
450	CONSTRUCTION SERVICES		
510	STUDENT TRANSPORTATION SERVICES		
530	COMMUNICATIONS		
560	TUITION		
580	TRAVEL		
600	SUPPLIES	15,000	
730	EQUIPMENT		
734	TECHNOLOGY RELATED HARDWARE		
735	TECHNOLOGY SOFTWARE		
917	INDIRECT COST		
	TOTAL	\$1,670,748	\$59,487

Original Request Date: 4/30/2018

This budget was approved by Thomas Boudreau on 5/17/2018.

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation – IDEA 619 Grant FY 2018-2020  
**Date:** August 2, 2018

**Background:**

The Manchester Board of Education was awarded grant funding under the federal Individuals with Disabilities Education Improvement Act (IDEA) 619 grant for FY 2018-2020. This grant supports a wide range of special education services for students in the Manchester school district.

**Discussion/Analysis:**

Each year the Manchester Board of Education applies for grant funds from the Connecticut State Department of Education under IDEA 619 grant for use with special education students ages 3-5. This funding offsets the cost of a special education preschool teacher and is used in conjunction with our larger IDEA 611 grant.

**Financial Impact:**

There is no financial impact to the town. This is a two year grant that provides funds from the U.S. Department of Education and the State of Connecticut. The total grant award for FY 2018-2020 is for the amount of \$62,049.

**Other Board/Commission Action:**

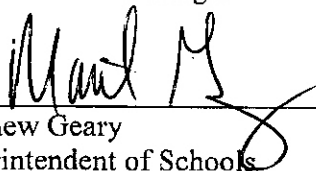
None.

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for the grant award amount of \$62,049 under the Individuals with Disabilities Education Improvement Act (IDEA) 619 grant for FY 2018-2020.

**Attachments:**

Award letter and budget



Matthew Geary  
Superintendent of Schools  
Manchester, CT  
August 27, 2018





STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

MANCHESTER PUBLIC SCHOOLS  
45 NORTH SCHOOL STREET  
MANCHESTER, CT 06040-2022

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 108-446  
CFDA #: 84.173A  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-20983-2019-82032-170002

2 Grant Title

IDEA, PART B, SECTION 619

5 Award Period

7/1/2018 - 6/30/2020

3 Education Staff

Program Manager:

Thomas Boudreau

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$62,049

Funding Status: Preliminary

7 Terms and Conditions of Award

This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing eligibility of the State of Connecticut and your town/agency to receive such funds.

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2018 and June 30, 2019 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2019. For grants awarded for two-year periods beginning July 1, 2018, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2020. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

This grant has been approved.

7/16/2018

Ellen Cohn 2

# BUDGET FORM

Created On: 7/16/2018

## ED 114

Fiscal Year: 2019  
Grantee Name: MANCHESTER  
Grant Title: IDEA PART B SECTION 619  
Project Title: PRESCHOOL ENTITLEMENT  
Fund: 12060  
Grant Period: 7/1/2018 - 6/30/2020  
Project Code: SDE000000000002

Grantee: 077-000  
Funding Status: Preliminary  
Vendor ID: 00077  
Authorized Amount: \$62,049

SPID: 20983  
Year: 2019  
PROG: 82032  
CF1: 170002  
CF2:

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$62,049

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
111A	NON-INSTRUCTIONAL		
111B	INSTRUCTIONAL	62,049	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
321	TUTORS		
322	IN SERVICE		
323	PUPIL SERVICES		
324	FIELD TRIPS		
325	PARENT ACTIVITIES		
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES		
340	OTHER PROFESSIONAL SERVICES		
341	AUDIT		
350	TECHNICAL SERVICES		
440	RENTALS		
450	CONSTRUCTION SERVICES		
510	STUDENT TRANSPORTATION SERVICES		
530	COMMUNICATIONS		
560	TUITION		
580	TRAVEL		
600	SUPPLIES		
730	EQUIPMENT		
734	TECHNOLOGY RELATED HARDWARE		
735	TECHNOLOGY SOFTWARE		
917	INDIRECT COST		
	TOTAL	\$62,049	

Original Request Date: 4/30/2018

This budget was approved by Thomas Boudreau on 5/17/2018.



# Manchester Public Schools

Kennedy Education Center  
45 North School Street  
Manchester, CT 06042

[www.mpspride.org](http://www.mpspride.org)

**To:** Manchester Board of Education

**From:** Matthew Geary, Superintendent of Schools

**Subject:** Item for Appropriation FY 18/19 Board of Education  
Community Use of Schools – Bailey Auditorium

**Date:** August 18/2019

**Background:** The Manchester Public Schools' Buildings and Grounds Department bill public and private groups a maintenance fee for the use of Bailey Auditorium at Manchester High School. These funds are collected to cover the costs to repair and maintain the auditorium. The total amount of funds in the Town revenue account is \$10,200.00.

**Discussion/Analysis:** The funds are designated to cover auditorium maintenance and repair due to community use.

**Financial Impact:** The funds will be used to cover the cost of repair and maintenance to Bailey Auditorium.

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors establish for FY18/19 an appropriation of \$10,200.00 to be placed in the Community Use of Schools account and made available to cover repair and maintenance costs to Bailey Auditorium.

**Attachments:** None

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 17, 2018

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Permission to apply Priority School District Grant FY18/19  
**Date:** August 17, 2018

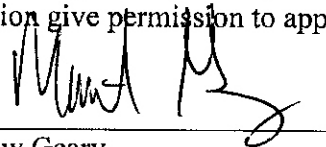
**Background:** Per Connecticut General Statutes Sec. 10-266p, the State Board of Education administers a priority school district grant program to assist designated school districts in improving student achievement and enhancing opportunities, including early reading intervention programs. Grant awards are authorized after proposals have been submitted by eligible school districts and approved through the Commissioner.

**Discussion/Analysis:** Priority School District funding may be used to focus on the following initiatives: (1) the creation or expansion of programs or activities related to dropout prevention; (2) alternative and transitional programs for students having difficulty succeeding in traditional education programs; (3) academic enrichment, tutorial and recreation programs or activities in school buildings during non-school hours and during the summer; (4) development or expansion of extended-day kindergarten programs; (5) development or expansion of early reading intervention programs including summer and after-school programs; (6) enhancement of the use of technology to support instruction or to improve parent-teacher communication; (7) initiatives to strengthen parent involvement in the education of children and parent; and other community involvement in school and school district programs; or (8) for purposes of obtaining accreditation for elementary and middle schools from the New England Association of Schools and Colleges. At least 20% of each grant shall be used for early reading intervention programs.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent recommends that the Board of Education give permission to apply for the FY18/19 Priority School District Grant.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Permission to apply Alliance District Grant FY18/19  
**Date:** August 17, 2018

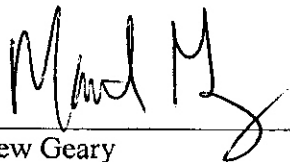
**Background:** The Alliance District program is a unique and targeted investment in Connecticut's 33 lowest-performing districts. Connecticut General Statue Section 10-262u establishes a process for identifying Alliance Districts and allocating increased Education Cost Sharing (ECS) funding to support district strategies to dramatically increased student outcomes and close achievement gaps by pursuing bold and innovative reforms.

**Discussion/Analysis:** Alliance District's receipt of designated ECS funding is conditioned upon district submission and Commissioner of Education's approval of a plan, district progress and performance relative to that plan, and subsequent plans on an annual basis and approved plans aligned to the goals of the program. Annual plan approval is predicated upon district implementation and performance during the prior year.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent recommends that the Board of Education give permission to apply for the FY18/19 Alliance District Grant.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Permission to apply for FY18/19 Priority School District Extended School Hours Grant  
**Date:** August 17, 2018

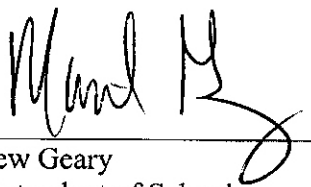
**Background:** Connecticut General Statutes 10-266t establishes grants for Extended School Hours Programs in Priority School Districts. These funds are used for academic, enrichment and recreational programs and shall include, but not be limited to, before and after school hours, weekends, summers and school vacations.

**Discussion/Analysis:** This grant will contribute to MELC's after school care/extended school hour component to include an hour of academics delivered by district elementary teachers.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent recommends that the Board of Education give permission to apply for the FY18/19 Priority School District Extended School Hours Grant.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Permission to apply for FY18/19 Priority School District Summer School Grant  
**Date:** August 17, 2018

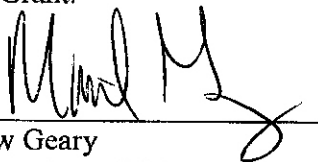
**Background:** Connecticut General Statutes Sec. 10-265m establishes grants for summer school programs in Priority School Districts. Funds are to be used for summer school for students in grades K-3 who are substantially deficient in reading in order to provide instruction that incorporates the competencies for early reading success and effective reading. Priority is given first to elementary and then to middle schools with the highest number of students who are substantially deficient in reading.

**Discussion/Analysis:** School Accountability – Summer School Priority School District funding will be used to assist funding of Summer Academy Advantage of Manchester (SAAM). SAAM is a summer program that is held for students in need of reading acceleration. The program is an effort to reduce the summer reading slide.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent recommends that the Board of Education give permission to apply for the FY18/19 Priority School District Summer School Grant.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 27, 2018