

MANCHESTER BOARD OF EDUCATION

Regular Meeting September 24, 2018

Lincoln

PRESENT: Conyers, Maio, Meggers, Pattacini, Scappaticci, 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: Hagenow, Patterson

A. OPENING

A.1. & 2. Meeting Called to Order

Chairperson Pattacini called the meeting to order at 7:03 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Pattacini.

A.3. Secretary's Welcome

Mr. Thames stated that as Secretary of the Board of Education, he wished to extend a warm welcome to everyone present and to the television viewers. He, along with the Board and the Superintendent, were pleased to be joined in celebrating the achievement, reviewing information, and discussing areas for growth, along with making policy decisions related to the effective operation of the Manchester Public Schools. Mr. Thames explained that this is a regular meeting of the Board and all items that will be discussed or voted on this evening have been posted, as required by state law. Mr. Thames reviewed the mission of Manchester Public Schools, which is available for view on the website.

Mr. Thames explained that as the Manchester Board of Education, they are here to set goals, listen to reports of the Superintendent, approve budgets, contracts, and personnel appointments, and to create policy for the district. They are not here to make management decisions or solve the problems of individuals.

It was explained that meetings of the Board are open to the public, but are not meetings with individual members of the public. Therefore, comments from the audience will be confined to the time designated for the public to address the Board.

Last, Mr. Thames noted he is proud of this school system and thanked the public for their interest in this evening's meeting and the Manchester Public Schools.

A.4. Approval of Minutes of Previous Meeting

APPROVED – Minutes Regular Meeting of the Board of Education of September 10, 2018. Secretary Thames moved and Ms. Maio seconded the motion.

7/0 – Voted in favor.

B. COMMITTEE REPORTS

B.1. Personnel & Sites Committee

Mr. Scappaticci reported the Committee last met September 10th with Mr. Thames, Ms. Hagenow, Mr. Pattacini, Mr. Geary and Mrs. Clancy in attendance.

Mrs. Clancy reviewed the 2017-2018 End of Year Financial Report and Budget Transfers. She then provided the Committee with an update on the current budget status, noting we are in a more favorable position this year relative to State funding and budget stability. We are in the process of reviewing salary accounts to determine those employees that will be shifted and charged to grants. There are no budget concerns at this point in the year.

Mrs. Clancy distributed a draft copy of the 2019-2020 Budget Development Calendar. The timeline mirrors the previous fiscal year with one date added, November 14th, for the purpose of a pre-budget workshop. On this date the Board will be presented with a current services budget which takes existing staff and services and along with corresponding contractual increases and rolls it forward into the next fiscal year. This workshop will start the conversation in terms of budget planning and direction.

The next Committee meeting will be held November 26, 2018.

C. CONSENT CALENDAR

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

C.1. Personnel Action

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

C.2. Transfer of Funds

- In accordance with Policy 3160, End of Year Close Out - Transfer from the following accounts:

*Employee Salaries	\$815,520.78
*Employee Benefits	\$738,109.04
*Professional Fees	\$350,282.44
*Supplies	\$630,395.24
*Property/Equipment	\$111,893.94
*Other	\$ 39,656.24

Total amount to transfer: \$2,685,857.68

Transfer to the following accounts:

*Contracted Services	\$712,261.22
*Other Purchased Services	\$1,973,596.46

For a total transfer of \$2,685,857.68

- Transfer from Manchester High School Information Services Repair of Equipment account (\$2,100) and from Manchester High School Information Services Other Purchased Services account (\$2,000) to Manchester High School Information Services Computer Supplies and Materials account for a total transfer amount of \$4,100

C.3. Increase in appropriation for FY 18-19 for the Enfield Head Start Training and Technical Assistance in the amount of \$5,568, bringing the total appropriate amount to \$11,137

C.4. Increase in the appropriation for FY 18-19 for the Enfield Head Start in the amount of \$439,741, bringing the total appropriate amount to \$857,746

C.5. Increase in the appropriation for the FY 18-19 for the Manchester Head Start Training and Technical Assistance in the amount of \$7,656, bringing the total award to \$15,312

C.6. Increase in the appropriation for the FY 18-19 for the Manchester Head Start in the amount of \$632,278, bringing the total amount to \$1,233,302

C.7. Establish an appropriation for FY 18-19 for the Connecticut State Department Grant for Manchester Adult Education in the amount of \$673,831

C.8. Permission to apply for FY 18-19 for the Parent Trust Fund Grant for Parent Leadership Training in the amount of \$14,364

C.9. Ratification of the Manchester School Administration Association Contract, Local 97, AFSA, AFL-CIO, for the period July 1, 2018 through June 30, 2021

C.10. Permission to revise the Authorized Signatures change form from the Connecticut State Department of Education Bureau of Health/Nutrition, Family Services and Adult Education for the ED-099 Agreement for Child Nutrition Programs

C.11. The Superintendent of Schools recommends that the Manchester Board of Education grant MEA President, Kathryn Dias, 0.5 release time for FY 18-19 School Year; and that the Board of Education request that the Board of Directors establish an appropriation in the amount of \$26,766, to be funded by the Manchester Education Association (MEA)

The Chairman called for a motion.

Secretary Thames moved and Mr. Scappaticci seconded the recommendation to adopt the Consent Calendar as stated in the agenda of September 24, 2018.

7/0 - Voted in favor.

D. STUDENT REPRESENTATIVE REPORT

Patrick Doherty and Krista Myrie gave an update on the start of the school year at MHS:

Freshman 1st Day was September 4th and the Link Leader Crew is a high school transition program that welcomes freshmen and makes them feel comfortable throughout the first year of their high school experience.

September 4th also was 183 Nights for the class of 2019...it marked the first day of their final year in high school.

The Involvement Fair was successful this year for the clubs at MHS. Everyone is excited for all the opportunities the students were presented with.

Flex started this week at MHS with signing up for classes. Last week, Friday was the day students got to meet their Mentors and settle into the class.

September 7th was the opening of Varsity Football, though MHS lost to Enfield 53-47.

MHS students all have chromebooks and teachers are actively using Google classroom.

This week Senior Friends pictures will be taken for the yearbook.

The MHS UCONN Maritime Club participated in a cardboard boat race on September 18 and MHS placed 2nd. Mr. Scappaticci offered his congratulations and asked for more details. Mr. Maloney teaches this club and the race is at Avery Point. Two people get into the cardboard and duct tape contraption. This was the first year our boat did not sink.

Open House was last week and parents were able to get acclimated to their student's schedule.

Mr. Scappaticci asked Krista about her participation in Debate Club. Krista noted that this is the first year the club will be actively participating, as last year was more of a planning year.

E. PUBLIC COMMENTS

Mr. Tom Stringfellow, 183 Hillstown Road, noted that back in February he was disturbed by comments made by some parents regarding student's sexual orientation. He recommended a book and TV show on transgender issues and noted that no matter their sexual identity, everyone is a human being. Mr. Stringfellow pointed out Columbus Day is next month, though some refer to it as Indigenous People's Day. He suggested books and articles on other explorers besides Columbus. Mr. Stringfellow also mentioned the Mexican American War and an article in the *History of War* magazine along with books regarding college available at Barnes & Noble.

F. SUPERINTENDENT'S REPORT – PART I

F.1. Update on Technology

Mr. Geary introduced Kerry Kearney, Instructional Technology Supervisor. Ms. Kearney's presentation is available on the website. She reviewed the number and different types of technology in the district, along with the staff that oversees the department.

Ms. Maio appreciated the work of the department. As a parent, she pointed out her 8th grader was excited to participate in GearHeads and Robotics and her children were excited to hear about Esports at MHS.

Mr. Pattacini asked what the difference was between Library Media Specialists and Technology Integration Specialists. Ms. Kearney pointed out each school has one Library Media Specialist, but grades 5-12 also have Technology Integration Specialists that are able to train teachers and students on the use of different forms of technology. Mr. Geary pointed out that the Technology Integration Specialists are funded through the Alliance Grant.

Ms. Stefanovicz thinks the department does a fantastic job maintaining 7500 users with only 10 staff members. She wondered, with the budget pressures over the last few years, how are we doing on the lifespan of routers and other

needed items. Ms. Kearney noted they have been lucky to find grant funding for some network equipment and erate funding for switches, security, and servers. She pointed out we always need more and we are always stretching what resources we do have. Ms. Kearney pointed out the deferred payment plan that Town was able to implement to replace the needed switches a couple years ago, that her department is still paying off. Projectors, laptops, and other items are needed, but funding is limited. Mr. Geary pointed out that items like classroom laptops and desktop computers for teachers are not able to be paid for with grant funding.

F.2. Professional Development Highlights

Mr. Geary reviewed the district underwent three days of professional development before school started this year. Dr. Radikas presented details on the PD sessions, that were planned back in February by a committee. PD was planned to impact student achievement, support consistent programming, build capacity and improve morale.

Mr. Thames was interested in the Implicit Bias PD and wondered if every staff member was required to participate, including HR, admin, custodial, and cafeteria workers. Dr. Radikas noted the PD was offered to paras, tutors, teachers, and administrators as an option. She pointed out secretaries have a similar PD at some point during the year. Other staff, such as custodial and cafeteria/kitchen staff do not participate. Mr. Thames was troubled that the staff that probably need this PD most are not receiving it. Dr. Radikas pointed out that some schools will host Rhonda Philbert, who facilitates the PD, at their school during a school-based PD later in the year, so those staff members were blocked from taking the PD in August so as not to take it twice.

Mr. Thames noted it is increasingly important, with all the movement in the district with schools closing and students being redistricted, that staff be attuned to the fact that they will be interacting with new students they have not previously built relationships with and they should ease the transition between students, staff, and parents. Dr. Radikas also pointed out that she is eager to see the results from the parents who responded to the ISCA survey recently.

Mr. Thames spoke about the assessment scores that teachers are presented with for their incoming students (who are noted to be meeting, approaching, or exceeding standards). He notes some districts focus their resources on the “golden band” of those approaching goal standards. He wondered what our priority is. Dr. Radikas noted that students are taught in small groups based on their needs, not just their scores on an assessment. Those groups are flexible, so they change throughout the year as topics and student needs change.

Mr. Thames feels it is critically important that teachers learn from other teachers and share strategies. He notes different students learn differently. Dr. Radikas invited Board members to visit an elementary school triad on a half day PD to witness first hand how the meetings are run.

Mr. Pattacini is amazed by the work we are able to do. He wondered if this was the first year we were able to provide scores for incoming students to their new teachers. Dr. Radikas noted that this year the information was presented in a more user-friendly, one-page fashion. Mr. Pattacini thinks it is great to see that we continue to be innovative in our approach to PD.

G. UNFINISHED BUSINESS

Mr. Pattacini asked if there were any questions from Board members regarding the proposed new and revised policies presented at the last meeting. There were none. Mr. Geary noted that there were no emailed questions either, and he reiterated that the changes made were done in order to align our policies with the Shipman & Goodwin recommended policies. There were no substantial revisions made and Mr. Pattacini noted most changes reflect current practice.

G.1. Policy Recommendations

Secretary Thames moved to approve the following new policies in accordance with the Board Policy on policies:

- a)Policy 5148-Physical Restraint and Seclusion of Students**
- b)Policy 6215-Individuals with Disabilities Act – Alternative Assessments for Students with Disabilities for Statewide & District-wide Assessments**

- c)Policy 1500-Pool Safety Plan**
 - d)Policy 1501-Prohibition Against Smoking**
 - e)Policy 1502-Administrative Regulations Regarding Sexual Offenders**
 - f)Policy 1503-Non - Discrimination**
 - g)Policy 1504-Possession of Deadly Weapon or Firearms**
 - h)Policy 1505-School Security and Safety**
 - i)Policy 4306-Administrative Regulations Regarding Concussion Mgmt. and Trng. for Athletic Coach**
 - j)Policy 4307-Employee Use of the District's Computer Systems and Electronic Communication**
 - k)Policy 4308-Sudden Cardiac Arrest Awareness for Intramural & Interscholastic Athletes**
 - l)Policy 5148-Student Use of the District's Computer Systems and Internet Safety**
- Ms. Maio seconded the motion.**

7/0 - Voted in favor.

Policy Deletions:

Secretary Thames moved for the Board to approve the policy deletions in accordance with board policy for policy 4118.5-Employees Use of District Computer Systems and Policy 6141.321-Student Use of the District Computer Systems.
Ms. Maio seconded the motion.

7/0 - Voted in favor.

Policy Revisions:

Secretary Thames moved for the Board to approve policy revisions in accordance with Board Policy for the following policies:
Policy 5141.3-Administrative Regulations Regarding Health Assessments and Screenings

Policy 5142-Administration of Student Medications in the Schools
Policy 1401-School Volunteers/Chaperones
Policy 5125-Confidentiality and Access to Student Records
Mr. Scappaticci seconded the motion.

DISCUSSION:

Ms. Stefanovicz would love to see the School Volunteers/Chaperones paperwork as an online application with Google Translate to make it easier to submit directly to HR for review and skip being processed through school offices as there is sensitive confidential information included in those forms.

7/0 - Voted in favor.

H. NEW BUSINESS

None.

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

Mr. Tom Stringfellow, 183 Hillstown Road, though Mrs. Kearney's presentation was good, but he wonders how we are doing with the digital divide regarding economically disadvantaged students who may not have a computer at home. Mr. Stringfellow also spoke about internet safety and noted there is a presentation on Sex, Lies & Media at the community college tomorrow. He pointed out an article in *USA Today* about technology and back to school. Mr. Stringfellow enjoyed Dr. Radikas' presentation and suggested several articles on racism and hate groups.

J. COMMUNICATIONS

Mr. Thames noted the Police Chief is retiring and the General Manager is holding a series of community conversations to obtain feedback on hiring a new Chief. The next is being held October 1st at Whiton Library and then October 4th at the East Side Neighborhood Resource Center. Please attend and weigh in on the questions asked.

K. ITEMS FOR FUTURE AGENDAS

October 9, 2018 - Bennet School Improvement

October 22, 2018 - Update on Equity Informed School Climate Assessment

November 13, 2018 - Illing School Improvement
November 26, 2018 - Fall Data Update; Reaffirmation of Board of Education
Bylaws

L. ADJOURNMENT

Mr. Pattacini called for a motion to adjourn.

Mr. Scappaticci moved and Mr. Thames seconded the motion to adjourn the meeting.

7/0 - Voted in favor.

Adjournment 8:21 p.m.

Respectfully submitted,

Darryl Thames, Snr.
Board Secretary