

## **MANCHESTER BOARD OF EDUCATION**

### **Regular Meeting November 26, 2018 Lincoln**

**PRESENT:** Conyers, Hagenow, Hughes, Maio, Meggers, Pattacini, Scappaticci, Stefanovicz, Thames

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

**ABSENT:** Director of Finance & Management Clancy

#### **A. OPENING**

##### **A.1. & 2. Meeting Called to Order**

**Mr. Geary** called the meeting to order at 7:03 p.m., explaining that this is the annual organizational meeting, which was why he was the person calling the meeting to order. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Geary.

##### **A.3. Election of Board Chair and Board Secretary**

**Mr. Geary** asked for nominations for Board Chair.

**Ms. Maio nominated Darryl Thames for Board Chair.**

Ms. Maio noted that Mr. Thames is dedicated to the Manchester Public School System and can lead us in a positive direction. His leadership skills are an asset and make him the perfect candidate for the position.

**Ms. Hagenow seconded the nomination.**

**9/0 - Voted in favor. New Board Chair - Darryl Thames.**

**Mr. Thames** thanked the Board for their support and noted he takes great pride in working collectively for the Manchester school system.

Mr. Thames asked for nominations for Board Secretary.

**Mr. Scappaticci nominated Chris Pattacini for Board Secretary.**

Mr. Scappaticci noted that Mr. Pattacini has served on the Board since 2008, having been Board Chair since 2010. Mr. Pattacini has created a culture of respect among the Board members and is a passionate advocate for the students of Manchester.

**Mr. Conyers seconded the nomination.**

**9/0 - Voted in favor. New Board Secretary Chris Pattacini.**

**A.4. Reaffirmation of Board of Education Bylaws and Policies**

**Secretary Pattacini moved for the Board to reaffirm the Board of Education Bylaws and Policies as provided in our packet. Ms. Hagenow seconded the motion.**

**9/0 - Voted in favor.**

**A.5. Approval of Minutes of Previous Meeting**

**APPROVED – Minutes Regular Meeting of the Board of Education of November 13, 2018. Secretary Pattacini moved and Ms. Hagenow seconded the motion.**

**8/0/1 – Voted in favor.**

**A.6. Approval of Minutes of Previous Budget Workshop**

**APPROVED - Minutes of Budget Workshop of the Board of Education of November 14, 2018. Secretary Pattacini moved and Ms. Hagenow seconded the motion.**

**9/0 - Voted in favor.**

**B. COMMITTEE REPORTS**

None.

**C. CONSENT CALENDAR**

**Mr. Geary** presented ten 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 Waddell School Administration Instructional Supplies and Materials account to Waddell Classroom Instruction Rental account in the amount of \$383.

**C.3. Extended Field Trip Request - MHS - Eurotrip - 12 to 20 Students - Paris, France & Madrid, Spain - Cultural Awareness - April 10, 2020 - April 17, 2020 - 1 day of school missed - Isabelle Jay and Baileys Irizarry, Organizers**

**C.4. Establish an appropriation for FY 18-19 for the Manchester Community College, College Career Pathways, in the amount of \$2,238**

**C.5. Permission to apply for the Federal Head Start Grant for the period 3/1/19 - 2/29/20**

**C.6. Establish an appropriation for the FY 18-19 for the CROSS Grant in the amount of \$10,000**

**C.7. Establish an appropriation for FY 18-19 for the Heisman Scholars - Achieving by Reading Program Grant in the amount of \$12,000**

**C.8. Permission to apply for FY 18-19 for the School Security Competitive Grant Program**

**C.9. Establish an appropriation for FY 18-19 for the Parent Leadership Training/Parent Trust Fund Grant in the amount of \$7,182**

**C.10. Establish an appropriation for FY 18-20 for the Title II, Part A - Supporting Effective Instruction Grant in the amount of \$272,315**

**The Chairman called for a motion.**

**Secretary Pattacini moved and Ms. Hagenow seconded the recommendation to adopt the Consent Calendar as outlined in the packet this evening.**

**9/0 - Voted in favor.**

**D. STUDENT REPRESENTATIVE REPORT**

None.

**E. PUBLIC COMMENTS**

None.

## **F. SUPERINTENDENT'S REPORT – PART I**

### **F.1. Writer's Workshop**

**Mr. Geary** welcomed Diane Sheehan-Burns and several coaches, who gave an update on the Writer's Workshop model, which included interactive activities for the Board as well as samples of real student work. The presentation is available on the website.

## **G. UNFINISHED BUSINESS**

None.

## **H. NEW BUSINESS**

### **H.1. Voluntary Early Retirement Incentive Plan**

**Mr. Geary** reviewed that the Board has offered an early retirement incentive the last two years. This plan helps reduce the budget but also, with the closing of Washington School approaching, knowing about retirements earlier would help in placing teachers into open spots closer to the end of January. This incentive is for certified staff and administrators who are eligible for early retirement. Mr. Geary noted he does not anticipate offering this incentive again for at least several years.

**Mr. Conyers** wondered how many staff members took advantage of the program over the last two years. Mr. Geary noted the first year it was offered very late in the year, due to a need to drastically cut the budget in the spring and about 12 people accepted the offer. Last year about 15 people retired early with the plan.

**Ms. Stefanovicz** wondered if there is a specific number of staff allowed to take advantage of the plan. Mr. Geary noted we can cap the number at 10, which might be done to mitigate the number of sick day payouts needing to be made. Staff members who were hired before 1998 were able to cash out most or all of their sick days, which can be costly. Ms. Stefanovicz wondered, without the incentive, how many staff members would be estimated to retire. Mr. Geary stated that they can look at the number of staff eligible for retirement, but it is difficult to forecast who might actually retire as that is an individual decision based on each person's financial planning, how many years until they qualify for Medicare, if their spouse provides their insurance, etc.

**Secretary Pattacini moved for the Board of Education to approve the Voluntary Early Retirement Incentive Plan with a retirement date of June 30, 2019 for eligible certified staff. Ms. Hagenow seconded the motion.**

**9/0 - Voted in favor.**

## **H.2. Policy Recommendations**

**Mr. Geary** reviewed the following policy recommendations. This is a first read for these policies, and if there are no significant issues, they will be brought back for approval at a future meeting. The full policy recommendation can be found on the website.

### **a. Extended Learning Opportunities - Policy 5127**

**Mr. Geary** explained that this policy allows students to take advantage of many learning opportunities, including internships, job shadowing, and online opportunities. Recent legislation allows a mastery base to learning and this policy allows access to these opportunities that take place outside of the school. Funding sources include the Nellie Mae Foundation and Barr Foundation Grants.

**b. Mission of Manchester Board of Education - Policy 6120**

**Mr. Geary** reviewed, this adds a section to the mission requiring a yearly update to the town.

**Mr. Thames** wondered if there are paid work study programs available for students, as he recalled being available when he attended high school. Mr. Geary noted that the goal is to allow for work with community partners, some of those opportunities being paid, and some being unpaid experiences. Previously, only paid internships were allowed.

**Ms. Stefanovicz** loved the idea of an annual report to the community and wondered who the intended recipients are. Mr. Geary noted that for the last five years we have given an annual report to the town and this addition to the policy simply put the requirement in writing. There are many different sections to the annual report, and they include snapshots of several areas, some of which may be helpful to local realtors, including the athletics department, extracurricular activities and other areas that might interest people moving into town.

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

None.

**J. COMMUNICATIONS**

None.

**K. ITEMS FOR FUTURE AGENDAS**

December 10 - Fall Data Update

January 7 - Budget Presentation

January 9 - Budget Workshop

January 22 - Update on Equity Informed School Climate Assessment

January 23 - Budget Workshop

**L. ADJOURNMENT**

**Mr. Thames called for a motion to adjourn.**

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

**9/0 - Voted in favor.**

**Adjournment 8:00 p.m.**

Respectfully submitted,

Christopher Pattacini  
Board Secretary