

MANCHESTER BOARD OF EDUCATION
REGULAR MEETING
MONDAY, SEPTEMBER 11, 2017
LINCOLN CENTER

**Personnel & Finance Committee Mtg.
Board of Education Meeting**

**5:30 P.M. – Director’s Rm.
7:00 P.M. – Hearing Rm.**

- A. OPENING**
1) Call to order
2) Pledge of Allegiance
3) Board of Education Minutes 8-28-17 A – 3
- B. COMMITTEE REPORTS – None**
- C. CONSENT CALENDAR**
1) Personnel Information C – 1
2) Establish an appropriation for FY17-18 for the Heisman Scholars in the amount of \$24,000 C – 2
3) Establish an appropriation for FY17-18 for the Manchester Head Start, State Department of Education Services Grant, in the amount of \$145,198.00 C – 3
4) Establish an appropriation for FY17-18 for the Enfield Head Start, State Department of Education Services Grant, in the amount of \$2,891 C – 4
5) Establish an appropriation for FY17-18 for the Manchester Head Start, State Department of Education Link Grant, in the amount of \$16,847 C – 5
6) Establish an appropriation for FY17-18 for the Enfield Head Start, State Department of Education Link Grant, in the amount of \$20,378 C – 6
7) Establish an appropriation for FY17-18 for the Enfield Head Start, State Department of Education Enhancement Grant, in the amount of \$92,527 C – 7
- D. REPORT FROM STUDENT REPRESENTATIVE –**
1) Nabila Hoor Un Ein and Patrick Doherty
- E. PUBLIC COMMENTS (any item before the board)**
- F. SUPERINTENDENT’S REPORT**
1) Introduction of Mr. Hassan Robinson, Principal of Highland Park Elementary School
2) Update on the Opening of School, Mr. Matthew Geary, Superintendent of Schools
3) Update on Manchester High School Flex Block, Ms. Katelyn Miner, Interim Principal, Manchester High School
- G. UNFINISHED BUSINESS – None**
- H. NEW BUSINESS –**
1) Adoption of Revised Board of Education Priorities 2017-2020 H – 1
- I. PUBLIC COMMENTS (comments limited to items on tonight’s agenda)**
- J. COMMUNICATIONS - None**
- K. ITEMS FOR FUTURE AGENDAS**
- 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**

Shannon Taylor to be a Grade 4 teacher at Buckley Elementary School. Ms. Taylor received a Bachelor of Science at University of Connecticut. Ms. Taylor resides in South Windsor. It is recommended that her appointment be approved effective August 30, 2017 (BA/Step 1, \$46,228).

Jacquelyn Bushnell to be a District Wide Learning Center Teacher at Keeney Street Elementary School. Ms. Bushnell received a Master of Science in Education from the University of Pennsylvania. Ms. Bushnell resides in Coventry. It is recommended that her appointment be approved effective August 30, 2017 (MA/Step 2, \$51,025).

Lucinda Gallant to be a Special Education Teacher at Waddell Elementary School. Mrs. Gallant received a Masters in Psychology from Grand Canyon University. Mrs. Gallant resides in Windham. It is recommended that her appointment be approved effective September 6, 2017 (MA/Step 6, \$59,746).

Sarah Tonzi to be a Kindergarten Teacher at Washington Elementary School. Ms. Tonzi received her Bachelor of Science from Eastern Connecticut State University. Ms. Tonzi resides in Bolton, CT. It is recommended that her appointment be approved effective August 30, 2017 (Bachelors/Step 1, \$46,228).

RESIGNATIONS

Jennifer Webster, Grade 6 teacher at Bennet Academy has submitted a letter of resignation for personal reasons effective the end of business day on August 24, 2017. Ms. Webster has been with Manchester Public Schools since February 22, 2010. It is recommended that her request be approved.

Corey Jackson, Secondary Assistant Principal at Illing Middle School has submitted a letter of resignation for personal reasons effective the end of business day on August 30, 2017. Mr. Jackson has been with Manchester Public Schools since July 1, 2016. It is recommended that his request be approved.

Bryan Phillips, Physical Education teacher at Washington Elementary school has submitted a letter of resignation for personal reasons effective the end of business day on August 24, 2017. Mr. Phillips has been with Manchester Public Schools since August 30, 2006. It is recommended that his request be approved.

Joseph Kalbacher, Math Teacher at the Manchester High School resigned from his position prior to the start of school due to personal reasons. Mr. Kalbacher was a new teacher scheduled to start on August 30, 2017. It is recommended that his request be approved.

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Heisman Scholars-Achieving by Reading Program Grant FY17-18
Date: August 29, 2017

Background:

Washington School received a \$24,000 grant from Heisman Trophy to purchase books for all students. We will be mirroring the research stated in the article "Addressing Summer Reading Setback Among Economically Disadvantaged Elementary Students" by Richard Allington; which states that if you give children approximately 12 self selected books prior to the summer vacation then reading ability will more likely be sustained. In addition, we will purchase backpacks for each child to carry their books. Assessment and tracking data will be collected around student interest and reading levels.

Discussion/Analysis:

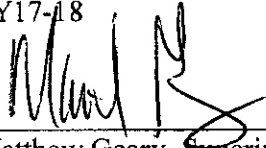
The goal is to prevent the "reading slide" that often occurs during the summer hiatus from school.

Financial Impact: None.

Other Board/Commission Action: None.

Recommendations:

The Superintendent of Schools recommends the Board of Education request the Board of Directors to establish an appropriation for Heisman Scholars in the amount of \$24,000 for FY17-18



Matthew Geary, Superintendent of Schools
Manchester, CT
September 11, 2017

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation FY 17/18 Manchester Head Start Services Grant

Date: August 29, 2017

Background: Manchester Head Start receives an annual grant from the State Department of Education for the expansion of its services to low-income families.

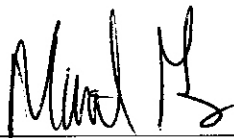
Discussion/Analysis: These funds will be used to expand services to an additional class of 15 low-income preschoolers, in a full-day, full-year model.

Financial Impact: Grant funds cover 75% of the cost of implementation for this program expansion, with the remaining 25% coming from parent fees and State day care subsidies to parents.

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create the FY 17/18 Manchester Head Start, State Department of Education Services Grant appropriation, in the amount of 145,198.00.

Attachments: Award letter and budget.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 11, 2017



STATE OF CONNECTICUT
OFFICE OF EARLY CHILDHOOD

GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE
Statute: C.G.S. 10-16n
CFDA #: None
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2018-83004-170104

2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2017 - 6/30/2018

3 Staff

Program Manager:

Amparo Garcia (860) 713-6740

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$145,198

Funding Status: Final

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, 2017 and June 30, 2018 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2018. For grants awarded for two-year periods beginning July 1, 2017, 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, 2019. 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.

8/8/2017

Harriet Feldlaufer

BUDGET FORM

Created On: 8/8/2017

ED 114

Fiscal Year: 2018

Funding Status: Final

Grantee Name: MANCHESTER

Grantee: 077-000

Vendor ID: 00077

Grant Title: HEAD START SERVICES

Project Title: SERVICES GRANT (GRANTEE)

Fund: 11000

SPID: 16101

Year: 2018

PROG: 83004

CF1: 170104

CF2:

Grant Period: 7/1/2017 - 6/30/2018

Authorized Amount: \$145,198

Project Code: OEC000000000002

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$145,198

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	133,012
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	12,186
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$145,198

Original Request Date: 8/2/2017

This budget was approved by Amparo Garcia on 8/2/2017.

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Item for Appropriation FY 17/18 Enfield Head Start Services Grant
Date: August 29, 2017

Background: Enfield Head Start has received a grant from the State Department of Education for the augmentation of its services to low-income families.

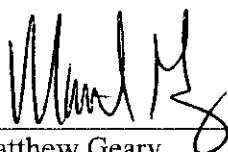
Discussion/Analysis: These funds are used for program quality enhancement in the area of literacy.

Financial Impact: Grant funds cover 100% of the cost of implementation for this services program.

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY 17/18 Enfield Head Start, State Department of Education Services grant appropriation, in the amount of \$2,891.

Attachments: Award letter and budget.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 11, 2017



STATE OF CONNECTICUT
OFFICE OF EARLY CHILDHOOD

GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE
Statute: C.G.S. 10-16n
CFDA #: None
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2018-83004-170104-SDE00219

2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2017 - 6/30/2018

3 Staff

Program Manager:
Amparo Garcia (860) 713-6740

Payment & Expenditure Inquiries:
Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$2,891

Funding Status: Final

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, 2017 and June 30, 2018 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2018. For grants awarded for two-year periods beginning July 1, 2017, 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, 2019. 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.

8/8/2017

Harriet Feldlaufer

BUDGET FORM

Created On: 8/8/2017

ED 114

Fiscal Year: 2018
Grantee Name: MANCHESTER
Grant Title: HEAD START SERVICES
Project Title: SERVICES GRANT (DELEGATE)
Fund: 11000 SPID: 16101 Year: 2018 PROG: 83004 CF1: 170104 CF2: SDE00219
Grant Period: 7/1/2017 - 6/30/2018
Project Code: OEC000000000002
Funding Status: Final
Vendor ID: 00077
Authorized Amount: \$2,891

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$2,891

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	1,755
340	OTHER PROFESSIONAL SERVICES	
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	1,136
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$2,891

Original Request Date: 8/2/2017

This budget was approved by Amparo Garcia on 8/2/2017.

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation FY 17/18 Manchester Head Start Link Grant

Date: August 29, 2017

Background: Manchester Head Start received a grant from the State Department of Education for the expansion of its services to low-income families.

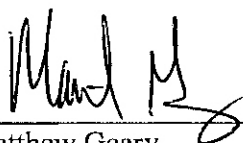
Discussion/Analysis: These funds will be used to extend the school day of its Squire Village district students from part-time to a full day of six hours. This expansion will increase learning opportunities in the development of language, literacy, social and emotional and math and science concepts.

Financial Impact: Grant funds cover 100% of the cost of implementation for this program expansion.

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY 17/18 Manchester Head Start, State Department of Education Link grant appropriation, in the amount of \$16,847.

Attachments: Award letter and budget.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 11, 2017



STATE OF CONNECTICUT
OFFICE OF EARLY CHILDHOOD

GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE
Statute: C.G.S. 10-16n
CFDA #: None
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2018-83004-170105

2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2017 - 6/30/2018

3 Staff

Program Manager:

Amparo Garcia (860) 713-6740

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$16,847

Funding Status: Final

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, 2017 and June 30, 2018 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2018. For grants awarded for two-year periods beginning July 1, 2017, 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, 2019. 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.

The State Head Start grant is intended to serve three purposes as specified in Connecticut General Statutes (CGS) Section 10-16n:

- 1) To establish extended-day and full-day, year-round Head Start programs or expand existing Head Start programs to extended-day or full-day, year-round programs;
- 2) To enhance program quality; and
- 3) To increase the number of children served.

This grant has been approved.

8/8/2017

Harriet Feldlaufer

BUDGET FORM

Created On: 8/8/2017

ED 114

Fiscal Year: 2018
Grantee Name: MANCHESTER
Grant Title: HEAD START SERVICES
Project Title: LINK (GRANTEE)
Fund: 11000 SPID: 16101 Year: 2018 PROG: 83004 CF1: 170105 CF2:
Grant Period: 7/1/2017 - 6/30/2018 Authorized Amount: \$16,847
Project Code: OEC000000000002

Funding Status: Final

Vendor ID: 00077

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$16,847

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	15,558
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	1,289
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$16,847

Original Request Date: 8/2/2017

This budget was approved by Amparo Garcia on 8/2/2017.

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Item for Appropriation FY 17/18 Enfield Head Start Link Grant
Date: August 29, 2017

Background: Enfield Head Start has received a grant from the State Department of Education to provide additional direct services to students in the areas of language and literacy.

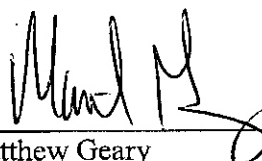
Discussion/Analysis: These funds will be used to hire three part-time literacy facilitators and to purchase instructional supplies. The facilitators will work with students individually and in small groups to strengthen literacy and language skills. They will also promote family literacy and parent involvement.

Financial Impact: Grant funds cover 100% of the cost of implementation for this program enhancement.

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY 17/18 Enfield Head Start, State Department of Education Link grant appropriation, in the amount of \$20,378.

Attachments: Award letter and budget.


Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 11, 2017



STATE OF CONNECTICUT
OFFICE OF EARLY CHILDHOOD

GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE
Statute: C.G.S. 10-16n
CFDA #: None
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2018-83004-170105-SDE00219

2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2017 - 6/30/2018

3 Staff

Program Manager:

Amparo Garcia (860) 713-6740

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$20,378

Funding Status: Final

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, 2017 and June 30, 2018 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2018. For grants awarded for two-year periods beginning July 1, 2017, 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, 2019. 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.

The State Head Start grant is intended to serve three purposes as specified in Connecticut General Statutes (CGS) Section 10-16n:

- 1) To establish extended-day and full-day, year-round Head Start programs or expand existing Head Start programs to extended-day or full-day, year-round programs;
- 2) To enhance program quality; and
- 3) To increase the number of children served.

This grant has been approved.

8/8/2017

Harriet Feldlaufer

BUDGET FORM

Created On: 8/8/2017

ED 114

Fiscal Year: 2018
Grantee Name: MANCHESTER
Grant Title: HEAD START SERVICES
Project Title: LINK (DELEGATE)
Fund: 11000 SPID: 16101 Year: 2018 PROG: 83004 CF1: 170105 CF2: SDE00219
Grant Period: 7/1/2017 - 6/30/2018
Project Code: OEC000000000002

Funding Status: Final

Vendor ID: 00077

Authorized Amount: \$20,378

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$20,378

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	17,966
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	1,458
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	954
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$20,378

Original Request Date: 8/2/2017

This budget was approved by Amparo Garcia on 8/2/2017.

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Item for Appropriation FY 17/18 Enfield Head Start Enhancement Grant
Date: August 29, 2017

Background: Enfield Head Start receives an annual grant from the State Department of Education for the enhancement of its services to low-income families.

Discussion/Analysis: These funds are used to enhance services for preschoolers, for the Enfield extended day full year program and continuation summer program.

Financial Impact: Grant funds cover 100% of the cost of implementation for this program enhancement.

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY17/18 Enfield Head Start, State Department of Education enhancement grant appropriation, in the amount of \$92,527.

Attachments: Award letter and budget.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 11, 2017



STATE OF CONNECTICUT
OFFICE OF EARLY CHILDHOOD

GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE
Statute: C.G.S. 10-16n
CFDA #: None
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2018-83004-170106-SDE00219

2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2017 - 6/30/2018

3 Staff

Program Manager:

Amparo Garcia (860) 713-6740

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$92,527

Funding Status: Final

7 Terms and Conditions of Award

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The State Head Start grant is intended to serve three purposes as specified in Connecticut General Statutes (CGS) Section 10-16n:

- 1) To establish extended-day and full-day, year-round Head Start programs or expand existing Head Start programs to extended-day or full-day, year-round programs;
- 2) To enhance program quality; and
- 3) To increase the number of children served.

This grant has been approved.

8/8/2017

Harriet Feidlauer

BUDGET FORM

Created On: 8/8/2017

ED 114

Fiscal Year: 2018
Grantee Name: MANCHESTER
Grant Title: HEAD START SERVICES
Project Title: ENHANCEMENT GRANT (DELEGATE)
Fund: 11000 SPID: 16101 Year: 2018 PROG: 83004 CF1: 170106 CF2: SDE00219
Grant Period: 7/1/2017 - 6/30/2018
Project Code: OEC000000000002

Funding Status: Final

Vendor ID: 00077

Authorized Amount: \$92,527

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$92,527

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	4,288
111B	INSTRUCTIONAL	82,927
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYER TRAINING AND DEVELOPMENT SERVICES	2,045
340	OTHER PROFESSIONAL SERVICES	
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	3,267
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$92,527

Original Request Date: 8/2/2017

This budget was approved by Amparo Garcia on 8/2/2017.

Mission of the Manchester Public Schools

Manchester Public Schools will engage all students in the highest quality 21st century education preschool through graduation. Through an active partnership with students, school personnel, families and community, the Manchester Public Schools will create safe, inclusive schools where equity is the norm and excellence is the goal. All students will be prepared to be lifelong learners and contributing members of society.

Manchester Board of Education Vision of the Manchester Public Schools

Three Areas of Focus for the Manchester Public Schools:

1. Outcomes and Opportunities for Students
2. Overall Quality of the School District
3. The School District's Relationship with the Community

1. Outcomes and Opportunities for Students:

Our vision is that all students in the Manchester Public Schools will:

- Arrive at kindergarten with developmentally appropriate social and academic readiness capabilities
- Achieve foundational skills in reading, writing and mathematics on grade level, by grade three.
- Meet high performance standards on local and State assessments.
- Demonstrate positive values and beliefs as evidenced by respect for peers and adults; a strong work ethic; a growth mindset; and kindness and caring for themselves and others.
- Make decisions that have positive results for themselves and others; manage their time effectively; advocate for themselves; embrace and value differences in all people; and assume responsibility for their own actions.
- Engage in critical and creative thinking to solve personal, social and academic problems; and actively pursue independent learning opportunities.
- Apply technology to analyze, evaluate, and synthesize the increasing volume of available information in a rapidly changing world
- Develop an appreciation of the performing and visual arts; participate and collaborate in all aspects of the arts commensurate with age, interests and talents.
- Exemplify the determination, perseverance, grit, and teamwork necessary to succeed in the challenges they will face in all areas of school life and beyond graduation.
- Be prepared to make sound personal decisions regarding a healthy, productive lifestyle, including diet, health maintenance, exercise including athletics, and positive leisure activities.
- Value all educational opportunities; remain in school; and graduate with optimism and confidence in their choices for college and career opportunities.

2. Overall Quality of the School District

Our vision is that the Manchester Public Schools will be characterized by the following:

- Safe, secure and well maintained schools.
- A strong belief that all children can learn.
- Adults who are committed to ensuring success for all students by providing equal access and opportunities.
- A climate that fosters learning and high achievement and is characterized by mutual respect, care, and concern for all students, staff and families.

- A strong, inclusive, and comprehensive academic system that includes a rigorous, standards-based curriculum, and high-quality and consistently effective instruction and assessment in all schools.
- Co-curricular programs for gifted, service-minded, creative, artistic and athletic students appropriate to satisfy the myriad needs and interests of all students in support of their college and career readiness.
- A student population in all schools that represents the diversity in the District as a whole.
- A wide range of up-to-date technologies and technical support for student learning; professional development; personnel and office management; and student records maintenance and transfer throughout the District.
- A unified and coherent system of ongoing monitoring and evaluation of students, staff, and administration; and for auditing and evaluating all major operating systems in the District.
- An effective system in place to ensure the recruitment, orientation, supervision, and development of all personnel in the District to ensure selection, support, and retention of highly talented administrators, faculty and staff.
- Well-trained and skilled classroom-level professionals who work collaboratively to examine student work, assess student performance, and continuously improve classroom instructional practices.
- Well-trained teams of adults collaboratively engaged at all levels of the system to enhance the capacities of District educators to significantly contribute to positive outcomes for all students.

3. The School District's Relationship with the Community

Our vision is that the Manchester Public Schools' relationships with the community will be characterized by the following:

- Constituents from both schools and community recognize the importance of the role each has in making the community a viable and attractive place to live.
- Parents and families are actively involved in their children's educational success, including engagement in school activities and community participation in social, civic and political events.
- Residents understand and support the tax-based educational budget and become advocates for school improvement.
- Faculty, staff and administration are integral in supporting the community through civic, social and political engagement.
- School officials provide many opportunities to include community members in school activities, ensuring an open, welcoming environment.
- School officials communicate frequently and directly to the community so that residents understand the District's vision and goals and are informed of the progress being made toward achievement of the District's expectations for all of its students.

Manchester Board of Education Priorities 2015-2018

1. Continually monitor the District Improvement Plan that includes clearly defined goals and strategies in the areas of Systems and Operations, Academics, Culture and Climate, and Talent Development to support improved student performance for all students
2. ~~Implement~~ Complete Phase 1 of the Manchester Public Schools 2025 Building Renovation Plan which includes the Bennet-Cheney 5/6 Academy, Waddell Elementary School renovation and expansion, and Verplanck Elementary School renovation and expansion along with planned security upgrades at all schools; Build public support for Phase 2 of the Manchester Public Schools 2025 Building Renovation Plan, which includes the renovation and expansion of Buckley Elementary School, Bowers Elementary School, Keeney Elementary School, and Martin Elementary School, after review by SMARTR2 Committee
3. Continue to ~~improve and~~ build upon existing collaborative relationships with Town officials and the community at large

4. Continue to actively promote the good work of the Manchester Public Schools through strengthened communication and outreach
5. Begin Board of Education Self Evaluation process developed by the full Board during 2016-17

Adopted February 23, 2015

Revised: