

MANCHESTER BOARD OF EDUCATION
REGULAR MEETING
MONDAY, JUNE 27, 2016
Lincoln Center

C&I Committee Mtg.

5:30 P.M. Directors' Rm

Executive Session: Superintendent's Evaluation

Litigation Discussion with Board Atty.

6:00 P.M. Directors' Rm

Board of Education Meeting

7:00 P.M. – Hearing Rm

A. OPENING

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Board of Education Minutes 6-13-16

A – 3

B. COMMITTEE REPORTS – None

C. CONSENT CALENDAR

- 1) Personnel Information C – 1
- 2) Permission to apply for the FY16/17 Manchester Head Start Cost of Living Adjustment C – 2
- 3) Establish an appropriation for FY16/17 for the Medicaid Grant in the amount of \$200,000 C – 3
- 4) Increase in appropriation for FY15-17 for the Head Start Daycare Program anticipated revenue by \$80,000 bringing the total appropriation to \$690,000 C – 4
- 5) Establish an appropriation for FY16/17 for State Teachers' Retirement Grant in the amount of \$592,057 C – 5
- 6) Establish an appropriation for FY16/17 for the 2016-2017 Summer School Program, funded by tuition payments in the amount of \$40,000 C – 6
- 7) Extended Field Trip Request Form – Elisabeth Bennet Academy C – 7
Discovery Camp – Approx. 55 students attending – 9/19/16 – 9/21/16;
9/21/16 – 9/23/16 and 10/26/16 – 10/28/16 – Teachers as Chaperones

D. REPORT FROM STUDENT REPRESENTATIVE - None

E. PUBLIC COMMENTS (any item before the board)

F. SUPERINTENDENT'S REPORT

- 1) Update on Rights & Responsibilities for Transgender Students – Atty. Linda Yoder, Shipman & Goodwin

G. UNFINISHED BUSINESS –

H. NEW BUSINESS – None

- 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.*

MANCHESTER BOARD OF EDUCATION

Regular Meeting

June 13, 2016

Lincoln

PRESENT: Hagenow, Jacobsen, Leon, Pattacini, Pazda, Scappaticci, Stafford, Stefanovicz, Thames

ALSO PRESENT: Assistant Superintendent for Finance & Management Brooks, Assistant Superintendent for Curriculum Radikas

ABSENT: Superintendent Geary

A. OPENING

A.1. & 2. Meeting Called to Order

Chairperson Pattacini called the meeting to order at 7:06 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Pattacini. Mr. Pattacini noted that Mr. Geary was not present this evening due to a family emergency and Dr. Radikas would be sitting in for him.

A.3. Approval of Minutes of Previous Meeting

APPROVED – Minutes Regular Meeting of the Board of Education of May 23, 2016. Secretary Scappaticci moved and Mr. Leon seconded the motion.

8/0 – Voted in favor.

B. COMMITTEE REPORTS

None.

C. CONSENT CALENDAR

Secretary Scappaticci moved that the Board amend the Consent Calendar to add #5 Extended Field Trip Request - MHS Yearbook Club - 4 students, June 27, 2016 - June 28, 2016. Chaperone Chris Prytko, Advisor/Teacher. Mr. Leon seconded the vote.

8/0 - Voted in favor.

Five items were then presented 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. Increase appropriation for MRA for FY 15/16 in the amount of \$434,454, bringing the total appropriation to \$1,234,454

C.3. Permission to apply for the Carl D. Perkins Career and Technical Education Secondary Basic Grant for FY 16/17

C.4. Extended Field Trip Request - MHS Future Business Leaders of America (FBLA) - FBLA National Leadership Conference - 12 students - June 29, 2016 - July 3, 2016. Chaperones: Michelle Sampiere, Advisor/Teacher, Kevin Bernardino, Teacher.

C.5. Extended Field Trip Request - MHS Yearbook Club - 4 students, June 27, 2016 - June 28, 2016. Chaperone Chris Prytko, Advisor/Teacher.

The Chairman called for a motion.

Secretary Scappaticci moved and Mr. Leon seconded the recommendation to adopt the Consent Calendar as amended.

8/0 - Voted in favor.

D. STUDENT REPRESENTATIVE

Not present.

E. PUBLIC COMMENTS

Mr. Tom Stringfellow, 183 Hillstown Road, supports all of the Consent Calendar, especially the tech grant and FBLA. As previously requested, Mr. Stringfellow would like to see a presentation from the tech-ed or business department. Mr. Stringfellow pointed out that Memorial Day passed recently and he recommended the magazine *Veterans of Foreign Wars*. He suggested an article about General Powell in the latest *Vietnam Veterans* magazine. Regarding civil rights, Mr. Stringfellow feels we need to look at other people that made an impact, and he mentioned Mohammed Ali.

Ms. Geraldine Reyes, 61 Charles Drive, was excited to be a part of the Spruce Street Block Party. She volunteered for the event and was able to see the vibe in Manchester of families sharing a meal, kids playing and having fun. Ms. Reyes feels we need more community-wide events like this to bring our community together and build a sense of partnership and being one. She feels it makes parents want to be more involved and that in turn helps kids become more successful. Ms. Reyes thanked Dr. Ratchford for an organized and orderly event and she hopes the Board will keep supporting more events like this.

F. SUPERINTENDENT'S REPORT – PART I

F.1. Presentation of Citation for Lucia Reyes, 3rd Grader at Bowers Elementary, Recognized Inventor at CT Invention Convention Finals, CT Technology Council's Women of Innovation Awards

Dr. Amy Radikas introduced Lucia Reyes, who was being recognized for her invention. Mayor Jay Moran gave Lucia a citation for being the first Manchester finalist with her Sprinkle Twinkle mouth spray invention.

F.2. Recognition of Building and District Teachers of the Year

Mayor Moran congratulated all the teachers, especially the Teachers of the Year, for their hard work. He also echoed the thoughts of Ms. Reyes, about the great community events held this year at Squire Village, Washington School, and Spruce Street. Mayor Moran also thanked the administration and Mrs. Brooks for their work and noted that we broke ground at the Cheney Bennet project this past week.

Dr. Radikas thanked the Teachers of the Year for their tireless efforts for our community. Each principal introduced their Teacher of the Year and spoke a few words about them. Family and friends were present to celebrate these fine educators and enjoy cake and juice. This event usually takes place during the day at Central Office, but this year was held at night so family could partake in the event.

F.3. Update on Rights & Responsibilities for Transgender Students

This update will be given at the next Board meeting.

F.4. Update on Adult Education

Dr. Radikas introduced Dr. Diane Clare-Kearney, who gave a Powerpoint presentation of Adult Ed, which was supplemented by several staff members and students. The presentation is available for viewing on the website.

Ms. Pazda thanked Dr. Kearney and all the speakers. Ms. Pazda has taught developmental English at MCC for 15 years. She wondered about the different courses available and data on the REACT kids going on to college and career paths. Dr. Kearney reviewed the ABE = Adult Basic Education - it is a starting point and students can move into other classes. GED = General Education Development Test, math, english, science, social studies and reading. Generally older students work towards their GED, which requires self-discipline and the

ability to test into grade 10. CDP = Credit Diploma Program, which is generally for the 18-22 year olds who need to work on earning credits towards their diplomas. Once a student leaves CDP or GED then can enter REACT, which stands for Reaching Educational Achievement for College Transition. This is free of charge for academically eligible students to improve skills and begin college with a strong foundation of reading, writing and math. NEDP = National External Diploma Program is generally for those in their 40s and 50s with work experience and is competency based. Keytrain, led by Program Facilitator David A. Lee, leads to workplace skills. The focus is on applied math, reading for information and applied information. This is a computer-based course and we would like all adult education students to take this to earn the national career readiness certification.

Mr. Thames asked about computer technology and how it connects with college. Mr. Lee spoke about A+ certification and the Mike Myers series. There is also Microsoft Office certification. Digital literacy is an "every person" type of course to teach things such as how to validate a website, how to be safe on the internet, etc.

Mr. Thames wondered if, for the construction aspect, experts are hired. Mr. Lee stated they are not, but tech-ed teachers and software are used. Dr. Kearney added that ED244 grant funds are used for these programs.

Mr. Leon thought it was great to see the progress of this program, which was built from scratch. He wondered what we can do to enhance the program and if the students have all the technology they need. Dr. Kearney noted that they could use additional computer labs for students and she would like all students to have email addresses. If the high school computer labs get closed it will adversely impact Adult Ed. Dr. Kearney also noted location is an issue and they need space to grow. When asked how much space would be useful, Dr. Kearney noted that a location the size of Robertson School would be ideal, and it would mean that the program could run full time and students could attend during the day instead of just part-time at night.

Mr. Pattacini thanked Dr. Kearney for all the hard work and to the students who spoke he told them they were a great example of lifelong learners and perseverance.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.

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

Mr. Tom Stringfellow, 183 Hillstown Road, congratulated little Miss Reyes and noted she should patent her invention. To Dr. Kearney, Mr. Stringfellow thought it was an excellent presentation. He feels adult ed is a vital part of education. Mr. Stringfellow recommended the book *The Complete Idiot's Guide to Leadership*. He also recommended an article in the magazine *Black EO Journal*. Mr. Stringfellow commends our school system and what we are doing. He wishes the media covered more of the good things going on and he recommends thinking outside the box.

Mr. Jim Stafford, of Adult Ed, noted that Pat Brooks is retiring and on behalf of his colleagues he thanks her as she was part of the vision of Adult Ed.

J. COMMUNICATIONS

None.

K. ITEMS FOR FUTURE AGENDAS

Mr. Leon would like to hear about the sports, music and arts programs in the fall. He would like to hear about their goals and maybe meet some of the players.

L. ADJOURNMENT

Mr. Pattacini called for a motion to adjourn.

Secretary Scappaticci moved and Mr. Leon seconded the motion to adjourn the meeting.

9/0 - Voted in favor.

Adjournment 8:27 p.m.

Respectfully submitted,

Jason Scappaticci
Board Secretary

PERSONNEL ACTION

APPOINTMENTS

Confirming the appointment of Pari Ghetia from Grade 5 teacher at Bowers Elementary School to Director of Teaching and Learning – STEAM effective July 1, 2016, (Director (220 days) Step 1, \$118,731.

Confirming the appointment of Kathryn Parker from Language Arts teacher to Dean of Students at Illing Middle School effective July 1, 2016, (Dean of Students (200 days) Step 1, \$85,935.

Confirming the appointment of Anthony Brooks as an Assistant Principal at Bowers Elementary School effective July 1, 2016, (Elementary Assistant Principal (210 days) Step 3, \$114,141. Mr. Brooks received a Sixth Year Certificate in Educational Leadership at University of Connecticut, a Sixth Year Certificate in Curriculum and Instruction at University of Connecticut, and a Master of Science in Education degree at University of Bridgeport. Mr. Brooks resides in New Britain.

Confirming the appointment of Corey Jackson as an Assistant Principal at Illing Middle School effective July 1, 2016, (Secondary Assistant Principal (220 days) Step 4a, \$126,818. Mr. Jackson received a Sixth Year Certificate in Educational Leadership at Southern Connecticut State University and a Master of Science in Middle School Education degree at University of New Haven. Mr. Jackson resides in New Britain.

Julie Barbash to be a Grade 3 teacher at Martin Elementary School. Ms. Barbash received a Master of Arts in Curriculum and Instruction degree at University of Connecticut. Ms. Barbash resides in Shrewsbury. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 1, \$49,280).

Devan Beaulieu to be a Grade 4 teacher at Waddell Elementary School. Ms. Beaulieu received a Master of Arts in Teaching degree at Sacred Heart University. Ms. Beaulieu resides in Manchester. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 2, \$51,025).

Ashley Hyatt to be a Grade 4 teacher at Washington Elementary School. Ms. Hyatt received a Master of Education in Elementary Education degree at University of Hartford. Ms. Hyatt resides in Hartford. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 1, \$49,280).

Meghan Kearney to be a Reading Consultant/Remedial Reading Specialist at Verplanck Elementary School. Ms. Kearney received a Master of Education in Education degree at Smith College. Ms. Kearney resides in Manchester. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 11, \$77,589).

Kaitlyn Krewson to be a Grade 4 teacher at Waddell Elementary School. Ms. Krewson received a Master of Science in Elementary Education degree at University of Bridgeport. Ms. Krewson resides in Southington. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 1, \$49,280).

Hannah Mamaclay to be a Grade 2 teacher at Waddell Elementary School. Ms. Mamaclay received a Bachelor of Science in Elementary Education degree at Eastern Connecticut State University. Ms. Mamaclay resides in Newington. It is recommended that her appointment be approved effective August 29, 2016 (BA/Step 1, \$46,228).

Brianna Petruccio to be a Grade 3 teacher at Martin Elementary School. Ms. Petruccio received a Master of Arts in Curriculum and Instruction degree at University of Connecticut. Ms. Petruccio resides in Glastonbury. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 1, \$49,280).

Tia Slivinsky-Jones to be a Science teacher at Illing Middle School. Ms. Slivinsky-Jones received a Master of Arts in Science Education degree at University of Connecticut. Ms. Slivinsky-Jones resides in Enfield. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 3, \$52,769).

Nichole Sylvester to be a Grade 4 teacher at Martin Elementary School. Ms. Sylvester received a Master of Arts in Curriculum and Instruction degree at University of Connecticut. Ms. Sylvester resides in South Windsor. It is recommended that her appointment be approved effective August 29, 2016 (MA/Step 1, \$49,280).

RESIGNATIONS

Virginia Freese, Family and Consumer Science teacher at Illing Middle School has submitted a letter of resignation for personal reasons effective the end of business on June 30, 2016. Ms. Freese has been with Manchester Public Schools since August 24, 2015. It is recommended that her request be approved.

Joy Ann Kelsey, Grade 3 teacher at Martin Elementary School has submitted a letter of resignation for personal reasons effective the end of business on August 5, 2016. Ms. Kelsey has been with Manchester Public Schools since May 9, 2011. It is recommended that her request be approved.

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Permission to apply for FY16/17 Manchester Head Start Cost of Living Adjustment
Date: June 20, 2016

Background: The Manchester Board of Education must submit an application to receive a Cost of Living Adjustment for the FY 16/17 Head Start Program.

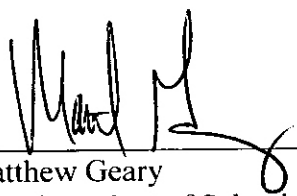
Discussion/Analysis: Pro-rated Cost of Living Adjustment (COLA) of 1.8% for staff salaries and fringe benefits.

Financial Impact: None.

Other Board/Commission Action: None.

Recommendations: The Superintendent recommends that the Board of Education give permission to apply for the FY 16/17 Manchester Head Start Cost of Living Adjustment.

Attachments: Application.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 27, 2016



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | Region I | 15 New Sudbury Street, Room 2000, Boston, MA 02203 | www.ecikc.ohs.acf.hhs.gov

May 3, 2016

Mr. Christopher Pattacini, Board Chairperson
Manchester Board of Education
45 North School Street
Manchester, CT 06042

Re: Grant No. 01CH2511

Dear Mr. Pattacini:

On December 18, 2015, President Obama signed Public Law 114-113, Consolidated Appropriations Act, 2016, which contains an increase of approximately \$570 million for programs under the Head Start Act for Fiscal Year (FY) 2016. A portion of the increase provides a cost-of-living adjustment (COLA) of 1.8 percent, depending on final funding decisions, to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs.

Program Instruction ACF-PI-HS-16-03, dated April 27, 2016, informed Head Start and Early Head Start grantees and delegate agencies of the intended uses of these funds and announced the opportunity for grantees to apply for the funds. Please review the Program Instruction carefully to ensure your supplemental application meets the requirements for funding and contains all of the necessary information.

The following table reflects the amount of the COLA, depending on final funding decisions, for the Head Start and/or Early Head Start programs in FY 2016.

Common Accounting Number (CAN)	Program	COLA Amount
G014122	Head Start	\$35,680
G014125	Early Head Start	\$0
TOTAL		\$35,680

Submission Requirements

The supplemental application is due June 15, 2016 and must be submitted in the Head Start Enterprise System (HSES) at <https://hses.ohs.acf.hhs.gov/hsprograms>. Please select the Financials tab, Application tab, Fiscal Year 2016 and the budget period to add the 'Supplement' amendment type. For technical assistance in preparing the application, please contact the HSES Help Desk at help@hsesinfo.org or 1-866-771-4737.

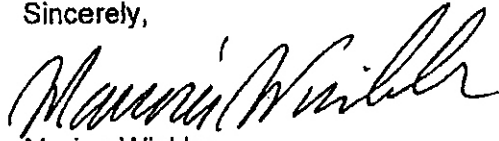
Please ensure the program narrative, budget and detailed budget justification submitted in the application documents demonstrate:

- An increase of 1.8 percent in the hourly rate of pay for each Head Start/Early Head Start employee and the pay scale subject to the provisions of Sections 653 and 640(j) of the Head Start Act;
- The rationale if employees are receiving less than the 1.8 percent COLA or differential COLA increases;
- The provision of the 1.8 percent increase to all delegate agencies and partners or justification if the full percentage is not provided to delegate agencies and partners;
- The planned uses for the balance of the COLA funds to offset higher operating costs;
- Each source of non-federal match, including the estimated amount per source and the valuation methodology; and
- A detailed justification that conforms with the criteria under Section 640(b)(1)-(5) of the Head Start Act if the application proposes a waiver of any portion of the non-federal match requirement.

Signed statements of the Governing Body and Policy Council Chairs along with Governing Body and Policy Council minutes documenting each group's participation in the development and approval of the supplemental application must be provided. The application must be submitted on behalf of the Authorizing Official registered in the HSES. Incomplete applications will not be processed.

Please ensure the application contains all of the required information. If you have any questions or need assistance, please contact Wanda Carrasquillo, Head Start Program Specialist, at (617) 565-1131 or wanda.carrasquillo@acf.hhs.gov or Jeffrey Arciero, Grants Management Specialist, at (617) 565-2446 or jeffrey.arciero@acf.hhs.gov. Thank you for your cooperation and timely submission of the grant application.

Sincerely,



Marina Winkler
Regional Program Manager
Office of Head Start

cc: Matthew Geary, Executive Director
Sinthia Sone-Moyano, Head Start Director

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision		* If Revision, select appropriate letter(s): Increase Award * Other (Specify): 	
* 3. Date Received: 		4. Applicant Identifier: 01CH2511			
5a. Federal Entity Identifier: N/A			5b. Federal Award Identifier: 01CH2511		
State Use Only:					
6. Date Received by State: 		7. State Application Identifier: 			
8. APPLICANT INFORMATION:					
* a. Legal Name: MANCHESTER BOARD OF EDUCATION					
* b. Employer/Taxpayer Identification Number (EIN/TIN): 066001633			* c. Organizational DUNS: 789457756		
d. Address:					
* Street1: 45 N School St		Street2: 			
* City: Manchester		County/Parish: Hartford County			
* State: CT: Connecticut		Province: 			
* Country: USA: UNITED STATES		* Zip / Postal Code: 06042-2010			
e. Organizational Unit:					
Department Name: 			Division Name: 		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: Mr.		* First Name: Christopher			
Middle Name: 		* Last Name: Patticini			
Suffix: 		Title: Chairperson			
Organizational Affiliation: 					
* Telephone Number: (860) 647-3441			Fax Number: (860) 647-5042		
* Email: cpattacini@mpspride.org					

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

ACF-Head Start

11. Catalog of Federal Domestic Assistance Number:

93.600

CFDA Title:

Head Start

* 12. Funding Opportunity Number:

eGrants-N/A

* Title:

N/A

13. Competition Identification Number:

Not Applicable

Title:

Not Applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:

Head Start

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="35,680"/>
* b. Applicant	<input type="text" value="8,811"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="0"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="44,491"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

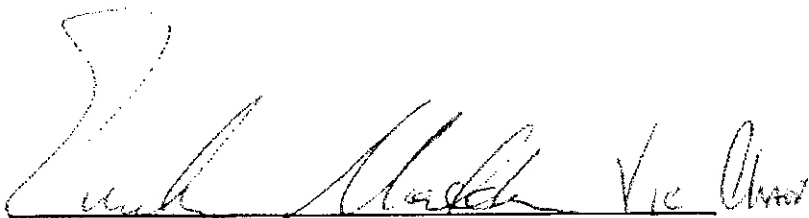
Policy Council Approval Statement

For

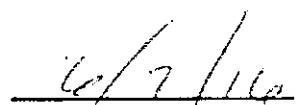
Manchester Head Start

The enclosed COLA supplement to the federal grant application has been reviewed and approved at a Policy Council Meeting held on June 7, 2016.

The Policy Council or a subcommittee of the Policy Council was meaningfully involved in the preparation of this application, including the development of goals and budget.



Signature of Policy Council Chairperson



Date

Manchester Head Start Narrative

Budget and Budget Justification

The 1.8% COLA totals \$21,044. Six teachers and 38% of a seventh teacher, 50% of our Ed Mgr and 100% of all of our managers received an increase totaling \$15,942 The COLA grant will provide \$6,312 for the certified salary increase.

The 11 paraprofessionals, 1 tutor and 3.5 family advocates received a total increase of \$15,888 The COLA grant will provide \$14,732 for the non-certified staff salary increase.

Non-Federal Match

The Manchester Board of Education will provide \$1,579 for the certified salary increase and \$3,682 toward the non-certified salary increase for a total of \$5,261 for the non-federal share match toward the staff salaries.

A handwritten signature in black ink, appearing to read "J. LaPorte", is written over a faint, large, light-colored watermark that also appears to read "J. LaPorte".

**Town of Manchester
Manchester Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Re: Item for Appropriation for FY 16/17 Medicaid
Date: June 22, 2016

Background: The Manchester Board of Education receives funds from The State of Connecticut, Department of Social Services, for Medicaid eligible Special Education and related services.

Discussion/Analysis: The Board of Education is currently incurring costs under the School Based Child Health Program (Medicaid). The State of Connecticut, Department of Social Services, reimburses the Board for these expenditures in accordance with C.G.S. Section 10-76d(a)(6).

Financial Impact: The anticipated payment of Medicaid funds is calculated as part of the Special Education budget.

Other Board Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education request the Board of Directors appropriate \$200,000 for the Medicaid Grant for the 2016-2017 fiscal year.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 27, 2016

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Item for Increase in Appropriation for Fiscal Year 15/17 Head Start Daycare Program
Date: June 21, 2016

Background: Board of Education authorization is requested to make an increase in appropriation for the Manchester Head Start State Day Care Program. The sources of revenue are parent fees and state day care payments.

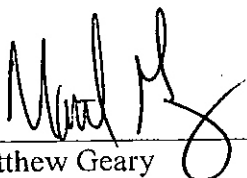
Discussion/Analysis: This increase in appropriation is for revenues received in 2015-2016 and anticipated revenue for 2016-2017 fiscal year.

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent recommends that the Board of Education request the Board of Directors increase the appropriation for the fiscal year 15-17 anticipated revenue by \$80,000 bringing the total appropriation to \$690,000.

Attachments: None



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 27, 2016

**Town of Manchester
Manchester Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Re: Item for Appropriation FY 16/17 State Teachers' Retirement
Date: June 22, 2016

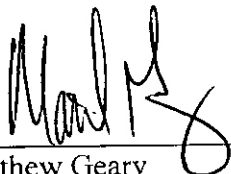
Background: Each year the Manchester Board of Education receives grant funds from The State Teachers' Retirement Board to subsidize health insurance premiums for retirees.

Discussion/Analysis: Retired Teachers and Administrators can elect to continue health insurance coverage through Manchester Public Schools. When they do, the Manchester Board of Education receives the subsidy.

Financial Impact: The Board's cost of retirees health insurance is offset by this subsidy. Connecticut Teachers' Retirement Board issues a quarterly subsidy payment equal to \$110 monthly for individual coverage and up to \$220 monthly for member/spouse coverage.

Other Board Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education request the Board of Directors appropriate \$592,057 for the State Teachers' Retirement Grant for the 2016-2017 fiscal year.



Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 27, 2016

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation Fiscal Year FY 16-17 Summer School

Date: June 22, 2016

Background: Each year the Manchester Board of Education must request an appropriation for summer school. High school and middle school students are charged tuition for attendance in summer school programs unless their families' financial statements indicate that a waiver is needed. Tuition money from the high school program, the middle school program, and the summer instrumental music program are used to cover these summer programs.

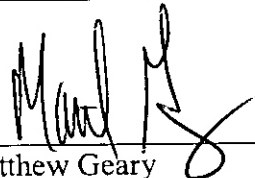
Discussion/Analysis: The school district places tuition into this account and summer school bills are paid using the tuition money. This request for appropriation is in the amount of \$40,000.

Financial Impact: The Board of Education budgets additional money to support the middle school summer school program.

Other Board/Commission Action: None

Recommendations: The Superintendent recommends that the Manchester Board of Education request the Board of Directors to appropriate \$40,000 for the 2016-2017 summer school program, funded by tuition payments.

Attachments: None


Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 27, 2016

6153

EXTENDED FIELD TRIP REQUEST FORM

In accordance with Board of Education Policy titled "Instruction - 6153" all extended field trips must be approved by the Superintendent of Schools. The following TYPED information must be forwarded to the Superintendent in TRIPLICATE 30 days (4 months for international trips) prior to the Board meeting, which antedates the trip.

Name of School Date of Request 6/13/16

Name of Club or Activity Discovery Camp

Trip to Purpose: Cooperative learning and diversity training

Number of students participating: 55 per camp date.

Dates of Trip: From To 9/19 - 9/21/16 / 9/21 - 9/23/16 / 10/26 - 10/28/16

Number and names of teachers and chaperones: Mr. Woyrauch others To be determined later

(Give ages of chaperones under 25 and list relationship of all chaperones to system or staff.)

a. TBD in September e. _____

b. _____ f. _____

c. _____ g. _____

d. _____ h. _____

Others:

Transportation: Bus ☒ Train _____ Plane _____ Car _____ Other: _____

Are fund-raising activities planned? _____ If so, describe:

N/A

Lodging: Hotel/Motel _____ Camp ☒ Private Home _____

If known, please give specifics of room assignments:

Girls will stay in Cabins on one side of camp, boys on the other.

Insurance Arrangements for Staff and Students:

(over please)

Cost per Teacher and/or Chaperone: \$ 0

Explain how the above sum is paid.

Cost per Student: \$ 50 for Camp \$10. for Bus

Total Cost of Substitute Teachers Needed: \$

If Travel Agencies are engaged, at least three quotations need to be approved with documentation attached to this form:

a. _____ c. _____

b. _____ d. Other: _____

Signature of teacher making request: Thomas Weyrauch

Type Name: Thomas Weyrauch

Approved by Department Head at: _____

Secondary Level: Date: _____

Approved by Administrator: _____

Date: 6/13/16

Authorized by Superintendent or Designee: _____

Date: 6/22/16

Attachments: Quotations

Itinerary