

**MANCHESTER BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MONDAY, SEPTEMBER 8, 2014**

**7:00 P.M.**

**Lincoln Center – Hearing Room**

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Board of Education Minutes – August 25, 2014 A – 3

**B. CONSENT CALENDAR**

- 1) Personnel Information B – 1
- 2) Permission to apply for the 21<sup>st</sup> Century Grant, Waddell Elementary, for FY14/15 in the amount of \$200,000. B – 2
- 3) Permission to apply for the Bilingual Education Program Grant for FY14/15 in the amount of \$9,665. B – 3
- 4) Establish an appropriation for FY14/15 for the Manchester Head Start, State Department of Education Services Grant in the amount of \$99,655. B – 4
- 5) Establish an appropriation for FY14/15 for the Alliance District Grant in the amount of \$3,857,041. B – 5
- 6) Increase the Manchester Head Start appropriation for FY14/15 in the amount of \$60,821 bringing the total appropriation to \$1,169,102. B – 6
- 7) Increase the Enfield Head Start appropriation for FY14/15 in the amount of \$52,735, bringing the total appropriation to \$813,097. B – 7
- 8) Establish an appropriation for FY14-16 for the preliminary grant award amount of \$64,241 under the Individuals with Disabilities Education Improvement Act (IDEA) 619, to be funded by the U.S. Dept. of Education. B – 8
- 9) Establish an appropriation for FY14-16 for the preliminary grant award amount of \$1,578,625, under the Individuals with Disabilities Education Improvement Act (IDEA) 611, to be funded by the U.S. Dept. of Education. B – 9
- 10) Transfer of Funds B – 10

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

**D. SUPERINTENDENT'S REPORT**

- 1) Update on First Day of School
- 2) Overview of Curriculum & Instruction D – 2
- 3) Thank you from Future Problem Solvers
- 4) Update on Building Project Timeline

- E. **UNFINISHED BUSINESS**  
None
- F. **NEW BUSINESS**  
None
- G. **COMMUNICATIONS**  
None
- H. **COMMITTEE REPORTS**
- I. **PUBLIC COMMENTS** (comments limited to items on tonight's agenda)
- J. **ITEMS FOR FUTURE AGENDAS**
- K. **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 INFORMATION**

### **APPOINTMENTS**

Patricia Reinwald to be a Kindergarten teacher at Waddell Elementary School. Ms. Reinwald received a Master of Arts in Education degree at University of Saint Joseph. Ms. Reinwald resides in East Hampton. It is recommended that her appointment be approved effective August 27, 2014 (MA/Step 5 \$52,769).

Janine Lambert to be a Health Occupations Instructor at Manchester High School. Ms. Lambert received a Master of Education degree at Southern Illinois University. Ms. Lambert resides in Glastonbury. It is recommended that her appointment be approved effective August 25, 2014 (MA/Step 7 \$57,130).

Amber Schwarm to be a School Guidance Counselor at Bennet Academy. Ms. Schwarm received a Master of Science in Counseling degree at Southern Connecticut State University. Ms. Schwarm resides in Marlborough. It is recommended that her appointment be approved effective August 25, 2014 (MA/Step 2 \$47,536).

Elisabeth Heil to be a School Social Worker at Washington Elementary School. Ms. Heil received a Master of Social Work degree at University of Connecticut. Ms. Heil resides in Plainville. It is recommended that her appointment be approved effective September 22, 2014 (MA/Step 1 \$46,228).

Yolanda Feliciano-Bedard to be a School Guidance Counselor at Bennet Academy. Ms. Feliciano-Bedard received a Sixth Year Certificate in School Counseling at University of Connecticut and a Master of Science in Education degree at Central Connecticut State University. Ms. Feliciano-Bedard resides in East Hartford. It is recommended that her appointment be approved effective August 25, 2014 (MA+30/Step 3 \$53,641).

Ashley Ruggiero to be a Grade 2 teacher at Robertson Elementary School. Ms. Ruggiero received a Bachelor of Science in Elementary Education degree at University of Hartford. Ms. Ruggiero resides in Manchester. It is recommended that her appointment be approved effective August 25, 2014 (BA/Step 1 \$43,611).

### **RESIGNATIONS**

Melanie Brown, Science teacher at Illing Middle School has submitted a letter of resignation for personal reasons effective the end of business on August 22, 2014. Ms. Brown has been with Manchester Public Schools since August 29, 2011. It is recommended that her request be approved.

Lee Piekos, Mathematics teacher at Manchester High School has submitted a letter of resignation for personal reasons effective the end of business on August 22, 2014. Ms. Piekos has been with Manchester Public Schools since August 30, 2006. It is recommended that her request be approved.

Catherine Martinez, C.N.A. Instructor at Manchester High School has submitted a letter of resignation for personal reasons effective the end of business on September 2, 2014. Ms. Martinez has been with Manchester Public Schools since August 25, 2014. It is recommended that her request be approved.

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Permission to apply for (Waddell School) 21<sup>st</sup> Century Grant  
**Date:** August 26, 2014

**Background:**

These funds will be used to provide a comprehensive approach to meet the needs of Waddell School students and their families for an after-school program. This grant application is in the amount of \$200,000.

**Discussion/Analysis:**

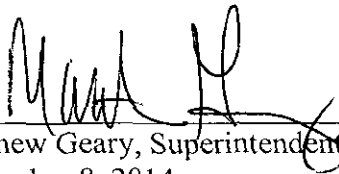
This grant will provide students in kindergarten through grade five an after-school program that will support an active, engaging learning environment and provide activities to promote a balanced lifestyle for youth participants and effectively increase their health, wellness and fitness. The program is designed to offer 1:10 teacher/student ratio. Program highlights include, but are not limited to: academic support and enrichment, wellness and nutrition utilizing Manchester's Food Services Department, Manchester Youth Services Bureau, and certified physical education teachers, small group tutoring with certified teacher and trained instructors, ongoing evaluations and assessments and partnership activities with community organizations.

**Financial Impact:** None to Board of Education

**Other Board/Commission Action:** None

**Recommendations:**

The Superintendent of Schools recommends that the Board of Education approve the filing of an application for the (Waddell School) 21<sup>st</sup> Century Grant, for the 2014/2015 school year in the amount of \$200,000.



Matthew Geary, Superintendent of Schools  
September 8, 2014

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Permission to apply for the Bilingual Education Program Grant  
FY 2014-2015  
**Date:** September 2, 2014

**Background:**

This Bilingual Education Program Grant will be used to support children identified as English Language Learners (ELL) in our schools where 20 or more of such children are of the same language group. Monies will be used to provide tutors and to enhance parent connections and strengthen English language development.

**Discussion/Analysis:**

Funds will be used to:

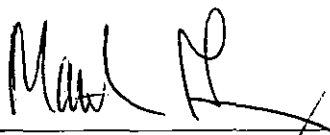
- Provide student support from Bilingual Tutors as needed.
- Purchase materials to support the language and transition needs of Bilingual Students at each school.
- Support parental activities for ELL students and families.

**Financial Impact:** None to the Board of Education

**Other Board/Commission Action:** None

**Recommendations:**

The Superintendent of Schools recommends that the Board of Education approve the filing of an application for the Bilingual Education Program Grant, for FY 2014-2015 in the amount of \$9,665.



Matthew Geary, Superintendent of Schools  
September 8, 2014

Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation FY 14/15 Manchester Head Start Services Grant

**Date:** August 26, 2014

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

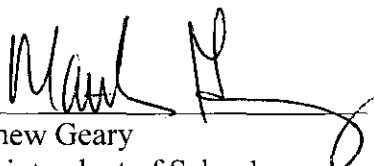
**Discussion/Analysis:** These funds will be used to expand services to an additional class of 15 low-income preschoolers, in a full-day, full-year model.

**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 2014/2015 Manchester Head Start, State Department of Education Services Grant appropriation, in the amount of \$99,655.

**Attachments:** Award letter and budget.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
September 8, 2014



STATE OF CONNECTICUT  
OFFICE OF EARLY CHILDHOOD

GRANT AWARD NOTIFICATION

REVISION

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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 11000-16101-2015-82079-SDE00006

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2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2014 - 6/30/2015

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3 Staff

Program Manager:

Andrea Brinnel 860-713-6771

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$99,655

Funding Status: Final

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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, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, 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, 2016. 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 original grant award of \$145,930 has been reduced by 46,275 for a CHEFA intercept. 23,137 will be released to the State Treasurer in December and 23,138 will be released in May.

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This grant has been approved.

8/25/2014

Linda Goodman  
Deputy Director  
Office of Early Childhood

# **BUDGET FORM**

Created On: 8/25/2014

## **ED 114**

**Fiscal Year:** 2015 **Funding Status:** Final  
**Grantee Name:** MANCHESTER **Grantee:** 077-000 **Vendor ID:** 00077  
**Grant Title:** HEAD START SERVICES  
**Project Title:**  
**Fund:** 11000 **SPID:** 16101 **Year:** 2015 **PROG:** 82079 **CF1:** **CF2:** SDE00006  
**Grant Period:** 7/1/2014 - 6/30/2015 **Authorized Amount:** \$99,655  
**Project Code:** OEC000000000002

### **AUTHORIZED AMOUNT BY SOURCE:**

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$99,655

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET</b>
100	PERSONAL SERVICES - SALARIES	74,481
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	24,313
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	
600	SUPPLIES	
700	PROPERTY	861
800	MISCELLANEOUS	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$99,655</b>

**Original Request Date:** 6/12/2014

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**This budget was approved by Andrea Brinnel on 8/25/2014.**



Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation Alliance District Grant FY 14/15  
**Date:** August 29, 2014

**Background:** Public Act 12-116 created the Alliance District program with the goal of providing new resources by increasing Educational Cost Sharing funding to the districts with the greatest need, providing they incorporate key reforms which would raise student performance and assist in closing the achievement gap.

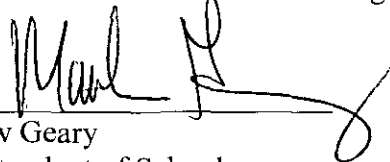
**Discussion/Analysis:** This grant began July 1, 2014 and runs through June 30, 2015. This grant shall run for a renewable five year term (we are in year 3) so long as the CSDE approves the district's specific multi-year objectives and performance targets are met.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for FY 14/15 for the Alliance District grant in the amount of \$3,857,041.

**Attachments:** Award letter and budget.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
September 8, 2014



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE  
Statute: C.G.S. 10-262k  
CFDA #: None  
SDE Project Code: SDE000000000002

Grant Number: 077-000 11000-17041-2015-82164-170002-SDE00005

2 Grant Title

ECS - ALLIANCE DISTRICT FUNDING

5 Award Period

7/1/2014 - 6/30/2015

3 Education Staff

Program Manager:  
Michael Kent

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

6 Authorized Funding

Grant Amount: \$3,857,041

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, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, 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, 2016. 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.

AD - Year 3

This grant has been approved.

8/27/2014

Dianna Roberge-Wentzell  
Chief Academic Officer  
Academic Office

# BUDGET FORM

Created On: 8/27/2014

## ED 114

**Fiscal Year:** 2015  
**Grantee Name:** MANCHESTER  
**Grant Title:** ECS - ALLIANCE DISTRICT FUNDING  
**Project Title:** ALLIANCE DISTRICT FUNDING - 2014-2015 (3rd Year)  
**Fund:** 11000  
**Grant Period:** 7/1/2014 - 6/30/2015  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077  
**Grantee:** 077-000  
**SPID:** 17041  
**Year:** 2015  
**PROG:** 82164  
**CF1:** 170002  
**CF2:** SDE00005  
**Authorized Amount:** \$3,857,041

### AUTHORIZED AMOUNT BY SOURCE:

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$3,857,041

CODES	DESCRIPTIONS	BUDGET
100	PERSONAL SERVICES - SALARIES	1,837,685
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	309,677
300	PURCHASED PROF/TECH SERVICES	135,000
400	PURCHASED PROPERTY SERVICES	889,117
500	OTHER PURCHASED SERVICES	491,062
600	SUPPLIES	194,500
700	PROPERTY	
800	MISCELLANEOUS	
	<b>TOTAL</b>	<b>\$3,857,041</b>

**Original Request Date:** 8/19/2014

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This budget was approved by Michael Kent on 8/19/2014.

Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Increase in Appropriation Manchester Head Start  
FY 14-15

**Date:** August 22, 2014

**Background:** The Manchester Board of Education receives an annual grant from the Federal Government in order to provide operating funds for the Manchester Head Start program. This award is for the period 3/1/14-2/28/15. We just received a new award letter giving the balance of funds for restored operations and a cost-of-living adjustment. \$60,821 was restored and \$15,003 was provided for the cost-of-living.

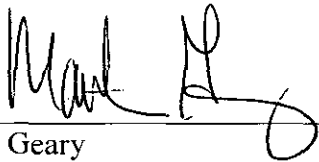
**Discussion/Analysis:** These funds are used to prepare three and four-year-old students for kindergarten.

**Financial Impact:** Grant funds cover 80% of the cost of implementation for this program, with the remaining 20% coming from the Manchester Board of Education, in the form of real dollars and in-kind services.

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent recommends that the Board of Education request the Board of Directors increase the Manchester Head Start appropriation for fiscal year 2014-2015 in the amount of \$60,821 bringing the total appropriation to \$1,169,102.

**Attachments:** Award Letter.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
September 8, 2014

1. RECIPIENT  
Department of Health and Human Services  
Administration for Children and Families  
Notice of Award (NOA)

SAI NUMBER:

PMS DOCUMENT NUMBER:  
01CH251101

1. AWARDING OFFICE: OA/OGM/Region I		2. ASSISTANCE TYPE: Discretionary Grant		3. AWARD NO.: 01CH2511/01		4. AMEND. NO.: 2	
5. TYPE OF AWARD: OTHER		6. TYPE OF ACTION: Supplement		7. AWARD AUTHORITY: 42 USC 9801 ET SEQ.			
8. BUDGET PERIOD: 03/01/2014 THRU 02/28/2015		9. PROJECT PERIOD: 03/01/2014 THRU 02/28/2019			10. CAT NO./CFDA: 93.800		
11. RECIPIENT ORGANIZATION: MANCHESTER BOARD OF EDUCATION Head Start Program 45 NORTH SCHOOL STREET MANCHESTER CT 06042 Christopher Patachini, Board Chair					12. PROJECT / PROGRAM TITLE: Head Start		
13. COUNTY: HARTFORD		14. CONGR. DIST: 01, 02		15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Jerry Reisman, Head Start Director			
16. APPROVED BUDGET:				17. AWARD COMPUTATION:			
Personnel..... \$ 1,053,208				A. NON-FEDERAL SHARE..... \$ 605,808 23.17 %			
Fringe Benefits..... \$ 81,598				B. FEDERAL SHARE..... \$ 2,008,648 76.83 %			
Travel..... \$ 5,000							
Equipment..... \$ 0				18. FEDERAL SHARE COMPUTATION:			
Supplies..... \$ 14,298				A. TOTAL FEDERAL SHARE..... \$ 2,008,648			
Contractual..... \$ 841,234				B. UNOBLIGATED BALANCE FEDERAL SHARE..... \$			
Facilities/Construction..... \$ 0				C. FED. SHARE AWARDED THIS BUDGET PERIOD..\$ 2,008,648			
Other..... \$ 13,312				19. AMOUNT AWARDED THIS ACTION: \$ 128,559			
Direct Costs..... \$ 2,008,648				20. FEDERAL \$ AWARDED THIS PROJECT PERIOD: \$ 2,008,648			
Indirect Costs..... \$ 0				21. AUTHORIZED TREATMENT OF PROGRAM INCOME:			
At % of \$				ADDITIONAL COSTS			
In Kind Contributions..... \$ 0				22. APPLICANT EIN: 1-068001633-A1			
Total Approved Budget(**)... \$ 2,008,648				23. PAYEE EIN: 1-066001633-A1		24. OBJECT CLASS: 41.51	



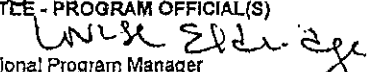
25. FINANCIAL INFORMATION:

DUNS: 789457755

ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %
OGM	01CH251101	75-4-1535	2014 G014122	\$128,559		

26. REMARKS: (Continued on separate sheets)

Client Population: 266.  
Number of Delegates: 1.  
Paid by DHHS Payment Management System (PMS), see attached for payment information.  
This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).  
For the full text of the award term, go to <https://www.acf.hhs.gov/grants/discretionary-competitive-grants>.  
This grant is subject to the requirements as set forth in 45 CFR Part 87.  
(\*\*) Reflects only federal share of approved budget.

27. SIGNATURE - ACF GRANTS OFFICER  GEORGE BARNWELL		DATE: 6/21/14		28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY 	
29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)  Louise Eldridge, Regional Program Manager		DATE: 6/22/14			

1. RECIPIENT  
**Department of Health and Human Services  
Administration for Children and Families  
Notice of Award (NOA)**

SAI NUMBER:

PMS DOCUMENT NUMBER:  
01CH251101

<b>1. AWARDING OFFICE:</b> OA/OGM/Region I		<b>2. ASSISTANCE TYPE:</b> Discretionary Grant	<b>3. AWARD NO.:</b> 01CH2511/01	<b>4. AMEND. NO.</b> 2
<b>5. TYPE OF AWARD:</b> OTHER	<b>6. TYPE OF ACTION:</b> Supplement		<b>7. AWARD AUTHORITY:</b> 42 USC 9801 ET SEQ.	
<b>8. BUDGET PERIOD:</b> 03/01/2014 THRU 02/28/2015		<b>9. PROJECT PERIOD:</b> 03/01/2014 THRU 02/28/2019		<b>10. CAT NO./CFDA:</b> 93.000
<b>11. RECIPIENT ORGANIZATION:</b> MANCHESTER BOARD OF EDUCATION, Head Start Program				

**26. REMARKS:** (Continued from previous page)

This grant action awards the balance of funds for restored operations in the amount of \$103,121 and the cost-of-living adjustment increase in the amount of \$25,438 under Common Accounting Number (CAN) G014122 for the Fiscal Year (FY) 2014 budget period 3/01/2014 - 2/28/2015. Based on the final appropriation for the Head Start program in FY 2014, the revised, annual base funding level for Head Start operations is \$1,982,199, and the training and technical assistance allocation is \$26,449.

The funded enrollment level for the Head Start program remains 266 children (251 Federal; 15 State)

# YOUR HEAD START GRANT-AT-A-GLANCE

Grantee: Manchester Board of Education										EHS Enrollment		HS Enrollment		Total Enrollment	
Grant #: 2511 - COMPOSITE										Federal: 0		Federal: 251		Federal: 251	
State: CT										State: 0		State: 15		State: 15	
Specialist: Marina Winkler - 617.565.3797										Total: 0		Total: 266		Total: 266	
Telephone: Jeff Arciero - 617.565.2446										Action Type: Restoration+COLA		Non-Fed: OK		23.17%	
FEDERAL															
Object Class Categories	PA22	PA20							Subtotal	Prior Award	Total ACF Budget	PA22 (USDA)		PA25 (USDA)	
Personnel	59,500			-					59,500	993,706	1,053,206				
Fringe	14,552			-					14,552	67,046	81,598				
Travel	-		-	-					-	5,000	5,000				
Equipment	-		-	-					-	-	-				
Supplies	1,772		-	-					1,772	12,526	14,298				
Contractual	52,735		-	-					52,735	788,499	841,234				
Facility/Construction	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Facility	-		-	-					-	-	-				
Renovation	-		-	-					-	-	-				
Construction	-		-	-					-	-	-				
Other	-		-	-					-	13,312	13,312				
Total Direct	128,559	-	-	-	-	-	-	-	128,559	1,880,089	2,008,648	-	-	-	-
Indirect	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Budget	128,559	-	-	-	-	-	-	-	128,559	1,880,089	2,008,648	-	-	-	-
NON-FEDERAL															
Object Class Categories	Applicant	State	Local	Other	Program Income				Subtotal	Prior Award	Total ACF Budget	PA22 (USDA)		PA25 (USDA)	
Personnel									-	-	-				
Fringe									-	-	-				
Travel	-								-	-	-				
Equipment	-								-	-	-				
Supplies	-								-	-	-				
Contractual	-								-	-	-				
Renovation	-								-	-	-				
Other	-		29,503						29,503	576,305	605,808				
Total Direct	-	-	29,503	-	-	-	-	-	29,503	576,305	605,808	-	-	-	-
Indirect	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Budget	-	-	29,503	-	-	-	-	-	29,503	576,305	605,808	-	-	-	-

## REMARKS

The action awards restoration and COLA to the grantee \$75,824 and to the delegate \$52,735. No enrollment changes with this action.  
 Approved program options for the Grantee Head Start program: Part Day/Part Year; Full Day/Full Year in Manchester CT.  
 Approved program options for the Delegate Head Start program: Part-Day/Part Year; Full Day/Part Year; Full-Day/Full Year in Enfield, CT.

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Increase in Appropriation Enfield Head Start FY 14-15  
**Date:** August 22, 2014

**Background:** The Manchester Board of Education receives an annual grant from the Federal Government in order to provide operating funds for its delegate, the Enfield Board of Education's Head Start Program. This award is for the period 3/1/14- 2/28/15. We just received a new award letter giving the balance of funds for restored operations and a cost-of-living adjustment. \$42,300 was restored and \$10,435 was provided for the cost-of-living.

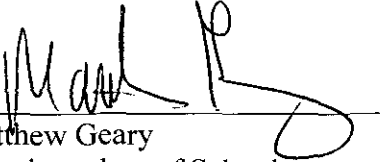
**Discussion/Analysis:** These funds are used to prepare three and four-year-old students for kindergarten.

**Financial Impact:** Grant funds cover 80% of the cost of implementation for this program, with the remaining 20% coming from the Enfield Board of Education, in the form of real dollars and in-kind services.

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent recommends that the Board of Education request the Board of Directors increase the Enfield Head Start appropriation for fiscal year 2014-2015 in the amount of \$52,735 bringing the total appropriation to \$813,097.

**Attachments:** Award Letter.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
September 8, 2014



**Department of Health and Human Services  
Administration for Children and Families  
Notice of Award (NOA)**

1. RECIPIENT

SAI NUMBER:

PMS DOCUMENT NUMBER:  
01CH251101

<b>1. AWARDING OFFICE:</b> OA/OGM/Region I		<b>2. ASSISTANCE TYPE:</b> Discretionary Grant		<b>3. AWARD NO.:</b> 01CH2511/01		<b>4. AMEND. NO.:</b> 2	
<b>5. TYPE OF AWARD:</b> OTHER		<b>6. TYPE OF ACTION:</b> Supplement		<b>7. AWARD AUTHORITY:</b> 42 USC 9801 ET SEQ.			
<b>8. BUDGET PERIOD:</b> 03/01/2014 THRU 02/28/2015		<b>9. PROJECT PERIOD:</b> 03/01/2014 THRU 02/28/2019		<b>10. CAT NO./CFDA:</b> 93.600			
<b>11. RECIPIENT ORGANIZATION:</b> MANCHESTER BOARD OF EDUCATION Head Start Program 45 NORTH SCHOOL STREET MANCHESTER CT 06042 Christopher Pattacini, Board Chair					<b>12. PROJECT / PROGRAM TITLE:</b> Head Start		
<b>13. COUNTY:</b> HARTFORD		<b>14. CONGR. DIST:</b> 01, 02		<b>15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR:</b> Jerry Reisman, Head Start Director			
<b>16. APPROVED BUDGET:</b>				<b>17. AWARD COMPUTATION:</b>			
Personnel..... \$ 1,053,208				A. NON-FEDERAL SHARE..... \$ 605,808 23.17 %			
Fringe Benefits..... \$ 81,598				B. FEDERAL SHARE..... \$ 2,008,648 76.83 %			
Travel..... \$ 5,000							
Equipment..... \$ 0				<b>18. FEDERAL SHARE COMPUTATION:</b>			
Supplies..... \$ 14,298				A. TOTAL FEDERAL SHARE..... \$ 2,008,648			
Contractual..... \$ 841,234				B. UNOBLIGATED BALANCE FEDERAL SHARE..... \$			
Facilities/Construction..... \$ 0				C. FED. SHARE AWARDED THIS BUDGET PERIOD..... \$ 2,008,648			
Other..... \$ 13,312				<b>19. AMOUNT AWARDED THIS ACTION:</b> \$ 128,559			
Direct Costs..... \$ 2,008,648				<b>20. FEDERAL \$ AWARDED THIS PROJECT PERIOD:</b> \$ 2,008,648			
Indirect Costs..... \$ 0				<b>21. AUTHORIZED TREATMENT OF PROGRAM INCOME:</b>			
At % of \$				ADDITIONAL COSTS			
In Kind Contributions..... \$ 0				<b>22. APPLICANT EIN:</b> 1-066001633-A1			
Total Approved Budget(**)..... \$ 2,008,648				<b>23. PAYEE EIN:</b> 1-066001633-A1			
				<b>24. OBJECT CLASS:</b> 41.51			
<b>25. FINANCIAL INFORMATION:</b> DUNS: 789457756							
ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %	
OGM	01CH251101	75-4-1535	2014 G014122	\$128,559			

**26. REMARKS:** (Continued on separate sheets)

Client Population: 266.  
Number of Delegates: 1.  
Paid by DHHS Payment Management System (PMS), see attached for payment information.  
This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).  
For the full text of the award term, go to <https://www.acf.hhs.gov/grants/discretionary-competitive-grants>.  
This grant is subject to the requirements as set forth in 45 CFR Part 87.  
(\*\*) Reflects only federal share of approved budget.

<b>27. SIGNATURE - ACF GRANTS OFFICER</b>		<b>DATE:</b>		<b>28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY</b>	
GEORGE V. BARNWELL		6/27/14		[Signature]	
<b>29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)</b>		<b>DATE:</b>			
Louise Eldridge, Regional Program Manager		6/27/14			

**Department of Health and Human Services  
Administration for Children and Families  
Notice of Award (NOA)**

1. RECIPIENT

SAI NUMBER:

PMS DOCUMENT NUMBER:  
01CH251101

<b>1. AWARDING OFFICE:</b> OA/OGM/Region I		<b>2. ASSISTANCE TYPE:</b> Discretionary Grant	<b>3. AWARD NO.:</b> 01CH2511/01	<b>4. AMEND. NO.</b> 2
<b>5. TYPE OF AWARD:</b> OTHER	<b>6. TYPE OF ACTION:</b> Supplement		<b>7. AWARD AUTHORITY:</b> 42 USC 9801 ET SEQ.	
<b>8. BUDGET PERIOD:</b> 03/01/2014 THRU 02/28/2015		<b>9. PROJECT PERIOD:</b> 03/01/2014 THRU 02/28/2019		<b>10. CAT NO./CFDA:</b> 93.600
<b>11. RECIPIENT ORGANIZATION:</b> MANCHESTER BOARD OF EDUCATION, Head Start Program				

**26. REMARKS:** (Continued from previous page)

This grant action awards the balance of funds for restored operations in the amount of \$103,121 and the cost-of-living adjustment increase in the amount of \$25,438 under Common Accounting Number (CAN) G014122 for the Fiscal Year (FY) 2014 budget period 3/01/2014 - 2/28/2015. Based on the final appropriation for the Head Start program in FY 2014, the revised, annual base funding level for Head Start operations is \$1,982,199, and the training and technical assistance allocation is \$26,449.

The funded enrollment level for the Head Start program remains 266 children (251 Federal; 15 State)

# YOUR HEAD START GRANT-AT-A-GLANCE

Grantee:	Manchester Board of Education				EHS Enrollment				HS Enrollment				Total Enrollment			
Grant #:	2511 - COMPOSITE				Date of this Action: 6/23/2014				Federal: 0				Federal: 251			
State:	CT				AFM: 3/1/2014				State: 0				State: 15			
Specialist:	Marina Winkler - 617.565.3797				Action #: 1				Total: 0				Total: 266			
Telephone:	Jeff Arciero - 617.565.2446				Action Type: Restoration+COLA				Non-Fed: OK				23.17%			
FEDERAL																
Object Class Categories	PA22	PA20							Subtotal	Prior Award	Total ACF Budget	PA22 (USDA)		PA25 (USDA)		
Personnel	59,500				-				59,500	993,706	1,053,206					
Fringe	14,552				-				14,552	67,046	81,598					
Travel	-				-				-	5,000	5,000					
Equipment	-				-				-	-	-					
Supplies	1,772				-				1,772	12,526	14,298					
Contractual	52,735				-				52,735	788,499	841,234					
Facility/Construction	-				-				-	-	-			-	-	
Facility	-				-				-	-	-					
Renovation	-				-				-	-	-					
Construction	-				-				-	-	-					
Other	-				-				-	13,312	13,312					
Total Direct	128,559	-	-	-	-	-	-	-	128,559	1,880,089	2,008,648	-	-	-	-	
Indirect	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Budget	128,559	-	-	-	-	-	-	-	128,559	1,880,089	2,008,648	-	-	-	-	
NON-FEDERAL																
Object Class Categories	Applicant	State	Local	Other	Program Income				Subtotal	Prior Award	Total ACF Budget	PA22 (USDA)		PA25 (USDA)		
Personnel									-	-	-					
Fringe									-	-	-					
Travel									-	-	-					
Equipment									-	-	-					
Supplies									-	-	-					
Contractual									-	-	-					
Renovation									-	-	-					
Other			29,503						29,503	576,305	605,808					
Total Direct	-	-	29,503	-	-	-	-	-	29,503	576,305	605,808	-	-	-	-	
Indirect	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Budget	-	-	29,503	-	-	-	-	-	29,503	576,305	605,808	-	-	-	-	

## REMARKS

The action awards restoration and COLA to the grantee \$75,824 and to the delegate \$52,735. No enrollment changes with this action.  
 Approved program options for the Grantee Head Start program: Part Day/Part Year; Full Day/Full Year in Manchester CT.  
 Approved program options for the Delegate Head Start program: Part-Day/Part Year; Full Day/Part Year; Full-Day/Full Year in Enfield, CT.

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation – IDEA 619 Grant FY 2014-2016  
**Date:** September 25, 2014

**Background:**

The Connecticut State Department of Education has awarded the Manchester Board of Education **\$64,241** in preliminary grant funding under the federal Individuals with Disabilities Education Improvement Act (IDEA) 619 grant for FY 2014-2016. IDEA supports a wide range of special education services for students in the Manchester school district.

**Discussion/Analysis:**

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

**Financial Impact:**

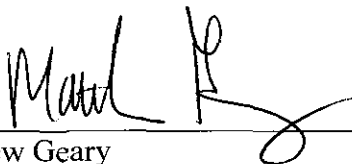
There is no financial impact to the town. This is a two year grant that provides funds from the U.S. Department of Education. The total preliminary grant award for FY 2014-2016 is for the amount of **\$67,598** which is the same award amount as last year's final award.

**Other Board/Commission Action:**

None.

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for the preliminary grant award amount of **\$64,241** under the Individuals with Disabilities Education Improvement Act (IDEA) 619, to be funded by the U.S. Department of Education for the FY 2014-2016.



Matthew Geary  
Superintendent of Schools  
Manchester, CT

**Attachments:**

CT State Department of Education Notification of Preliminary Grant Award of FY 2014-2016 Individuals with Disabilities Education Improvement Act (IDEA) funding



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 108-446  
CFDA #: 84.173A  
SDE Project Code: SDE000000000002

Grant Number: 077-000 12060-20983-2015-82032-170002

2 Grant Title

IDEA, PART B, SECTION 619

5 Award Period

7/1/2014 - 6/30/2016

3 Education Staff

Program Manager:

Brian Cunnane 860-713-6919

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$64,241

Funding Status: Preliminary

7 Terms and Conditions of Award

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, 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, 2016. 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 preliminary grant award notification reflects the preliminary entitlement on which the application for funds was based. Preliminary grant award notifications indicate approval of the proposed program but not of a final budget. Final grant award notifications will be issued upon the State's receipt of final federal grant award notifications. Fifteen percent of federal funds can be drawn down before final grant award notifications are issued.

This grant has been approved.

6/22/2014

Charlene Russell-Tucker  
Associate Commissioner  
Division of Family and Student Support Services

# BUDGET FORM

Created On: 6/22/2014

## ED 114

**Fiscal Year:** 2015 **Funding Status:** Preliminary  
**Grantee Name:** MANCHESTER **Grantee:** 077-000 **Vendor ID:** 00077  
**Grant Title:** IDEA, PART B, SECTION 619  
**Project Title:** PRESCHOOL ENTITLEMENT  
**Fund:** 12060 **SPID:** 20983 **Year:** 2015 **PROG:** 82032 **CF1:** 170002 **CF2:**  
**Grant Period:** 7/1/2014 - 6/30/2016 **Authorized Amount:** \$64,241  
**Project Code:** SDE000000000002

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$64,241

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
111A	NON-INSTRUCTIONAL		
111B	INSTRUCTIONAL	64,241	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
321	TUTORS		
322	IN SERVICE		
323	PUPIL SERVICES		
324	FIELD TRIPS		
325	PARENT ACTIVITIES		
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES		
341	AUDIT		
350	TECHNICAL SERVICES		
440	RENTALS		
450	CONSTRUCTION SERVICES		
510	STUDENT TRANSPORTATION SERVICES		
530	COMMUNICATIONS		
560	TUITION		
580	TRAVEL		
600	SUPPLIES		
730	EQUIPMENT		
734	TECHNOLOGY RELATED HARDWARE		
735	TECHNOLOGY SOFTWARE		
917	INDIRECT COST		
	TOTAL	\$64,241	

Original Request Date: 5/7/2014

This budget was approved by Brian Cunnane on 6/3/2014.

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation – IDEA 611 Grant FY 2014-2016  
**Date:** September 25, 2014

**Background:**

The Connecticut State Department of Education has awarded the Manchester Board of in preliminary grant funding to Education under the federal Individuals with Disabilities Education Improvement Act (IDEA) 611 grant for FY 2014-2016 This grant supports a wide range of special education services for students in the Manchester school district.

**Discussion/Analysis:**

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

**Financial Impact:**

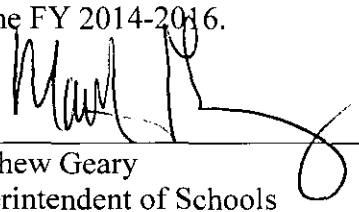
There is no financial impact to the town. This is a two year grant that provides funds from the U.S. Department of Education and the State of Connecticut. The total preliminary grant award for FY 2014-2016 is for the amount of **\$1,578,625**, which is the same award amount as last year's final award.

**Other Board/Commission Action:**

None.

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for the preliminary grant award amount of **\$1,578,625**, under the Individuals with Disabilities Education Improvement Act (IDEA) 611, to be funded by the U.S. Department of Education for the FY 2014-2016.

  
\_\_\_\_\_  
Matthew Geary  
Superintendent of Schools  
Manchester, CT

**Attachments:**

CT State Department of Education Notification of Preliminary Grant Award of FY 2014-2016 Individuals with Disabilities Education Improvement Act (IDEA) funding



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 108-446  
CFDA #: 84.027A  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-20977-2015-82032-170002

2 Grant Title

IDEA-PART B, SECTION 611

5 Award Period

7/1/2014 - 6/30/2016

3 Education Staff

Program Manager:

Brian Cunnane 860-713-6919

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$1,578,625

Funding Status: Preliminary

7 Terms and Conditions of Award

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, 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, 2016. 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 preliminary grant award notification reflects the preliminary entitlement on which the application for funds was based. Preliminary grant award notifications indicate approval of the proposed program but not of a final budget. Final grant award notifications will be issued upon the State's receipt of final federal grant award notifications. Fifteen percent of federal funds can be drawn down before final grant award notifications are issued.

This grant has been approved.

6/22/2014

Charlene Russell-Tucker  
Associate Commissioner  
Division of Family and Student Support Services



# BUDGET FORM

Created On: 6/22/2014

## ED 114

Fiscal Year: 2015  
Grantee Name: MANCHESTER  
Grant Title: IDEA-PART B, SECTION 611  
Project Title:  
Fund: 12060 SPID: 20977 Year: 2015 PROG: 82032 CF1: 170002 CF2:  
Grant Period: 7/1/2014 - 6/30/2016  
Project Code: SDE000000000002

Funding Status: Preliminary  
Vendor ID: 00077  
Authorized Amount: \$1,578,625

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$1,578,625

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
111A	NON-INSTRUCTIONAL	55,302	
111B	INSTRUCTIONAL	1,256,873	47,528
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	200,416	
321	TUTORS		
322	IN SERVICE	4,000	
323	PUPIL SERVICES		
324	FIELD TRIPS		
325	PARENT ACTIVITIES		
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	500	
341	AUDIT		
350	TECHNICAL SERVICES		
440	RENTALS		
450	CONSTRUCTION SERVICES		
510	STUDENT TRANSPORTATION SERVICES		
530	COMMUNICATIONS		
560	TUITION		
580	TRAVEL		
600	SUPPLIES	14,006	
730	EQUIPMENT		
734	TECHNOLOGY RELATED HARDWARE		
735	TECHNOLOGY SOFTWARE		
917	INDIRECT COST		
	TOTAL	\$1,531,097	\$47,528

Original Request Date: 5/7/2014

This budget was approved by Brian Cunnane on 6/3/2014.

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** August 4, 2014

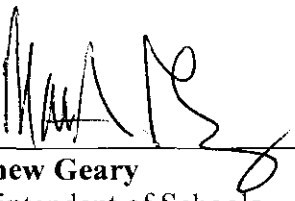
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2014-2015 Budget.

**Discussion/Analysis:** Transfer from MRA Special Education Instructional Supplies and Materials to MRA Special Education Rentals account. A transfer of \$300 is being requested.

**Financial Impact:** None

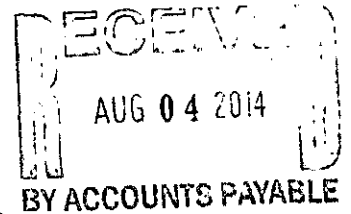
**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2014-2015 Budget.

  
**Matthew Geary**  
Superintendent of Schools  
Manchester, Connecticut  
September 8, 2014

OK  
8/27/14  
DC

Manchester Public Schools  
Manchester, Connecticut



To: Accounting Department

School: MRA

Date: 8/4/14

Principal's Sign: [Signature]

Date of Approval: 8/4/14

**JUSTIFICATION (Required Field) :**

Please transfer \$300.00 from instructional supplies to our rental line to pay for copier lease.

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

**DECREASE In whole dollars only:**

\$ <u>300.00</u>	Account # <u>20890120 - 5611</u>	Description: <u>BOE – Instructional supplies</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$300.00 **TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$ <u>300.00</u>	Account # <u>20890120-5440</u>	Description: <u>Rentals</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$300.00 **TOTAL INCREASE (Must match total decrease)**

**Accounting Department Only**

Board Approval Needed: Yes ☒ No ☐

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

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

# Overview of Curriculum and Instruction for Manchester Public Schools



Manchester Public Schools

# Three Areas of Work

① Curriculum

② Professional Learning

③ Assessment, Data, and Resources



Manchester Public Schools

# Curriculum

## GOAL:

Implementation of instruction aligned with Connecticut's Common Core State Standards to include guaranteed experiences and common performance tasks through....



# Curriculum

- Increased use of best practices in all classrooms
- Implementation of curricula PK-12
- Integration of technology within Library Media Specialist's lessons





August September October November December January February March April May June July Show All

Core, Mathematics K Mathematics K

Unit 1: Counting and Matching within 20 Pacing for unit is 12 weeks: 8/28/14-11/21/14

Essential Questions:

1. Why do we count?
2. How are numerals used?
3. How can we compare 2 quantities?

Standards	Application of Standards	Knowledge	Enduring Understandings	Skills	Assessments	Resources
<p>K.CC.A.1 - Know number names and the count sequence ~ Count to 100 by ones and by tens.</p> <p>K.CC.A.2 - Know number names and the count sequence ~ Count forward beginning from a given number within the known sequence (instead of having to begin at 1).</p> <p>K.CC.A.3 - Know number names and the count sequence ~ Write numbers from 0 to 20. Represent a number of objects with a written numeral 0-20 (with 0 representing a count of no objects).</p> <p>K.CC.B.4 - Count to tell the number of objects ~ Understand the relationship between numbers and quantities; connect counting to cardinality.</p> <p>K.CC.B.4a - Count to tell the number of objects ~ When counting objects, say the number names in the standard order, pairing each object with one and only one number name and each number name with one and only one object.</p> <p>K.CC.B.4b - Count to tell the number of objects ~ Understand that the last number name said tells the number of objects counted. The number of objects is the same regardless of their arrangement or the order in which they were counted.</p> <p>K.CC.B.4c - Count to tell the number of objects ~ Understand that each successive number name refers to a quantity that is one larger.</p> <p>K.CC.B.5 - Count to tell the number of objects ~ Count to answer "how many?" questions about as many as 20 things arranged in a line, a rectangular array, or a circle, or as many as 10 things in a scattered configuration; given a number from 1-20, count out that many objects.</p> <p>K.CC.C.6 - Compare numbers ~ Identify whether the number of objects in one group is greater than, less than, or equal to the number of objects in another group, e.g., by using matching and counting strategies.1</p> <p>K.CC.C.7 - Compare numbers ~ Compare two numbers between 1 and 10 presented as written numerals.</p> <p>K.MD.B.3 - Classify objects and count the number of objects in each category ~ Classify objects into given categories; count the numbers of objects in each category and sort the categories by count.</p>	<p><b>Explanation of Standards</b></p> <p><a href="#">Kindergarten Common Core Flip Book</a></p> <p><b>Suggested Unit Plan</b></p> <p><b>Week 1-2: Introduction to K Math</b></p> <ul style="list-style-type: none"><li>• Introduce math routines and procedures</li><li>• Begin counting</li></ul> <p><b>Week 3 - 4: Numbers 0-5</b></p> <ul style="list-style-type: none"><li>• Count to tell the number of objects</li><li>• Counting strategies, 1 to 1 correspondence</li><li>• Count in a variety of configurations</li><li>• Concept of 0</li><li>• Conservation of a number</li><li>• Show the number</li><li>• Match written number to a group of objects</li><li>• Write the numbers 0-5</li></ul> <p><b>Week 5 - 6: Numbers 6-10</b></p> <ul style="list-style-type: none"><li>• Count to tell the number of objects 0-10</li><li>• Counting strategies</li><li>• 1 to 1 correspondence</li><li>• Count in a variety of configurations</li><li>• Show the number</li></ul>	<p><b>Students will know...</b></p> <p>counting (by ones) and cardinality</p> <p>1 to 1 correspondence.</p> <p>number comparisons (0 to 10)</p> <ul style="list-style-type: none"><li>• Greater than</li><li>• Less than</li><li>• Equal to</li></ul> <p>written numerals zero to twenty</p> <p><b>Vocabulary:</b></p> <ul style="list-style-type: none"><li>• count</li><li>• counting</li><li>• numbers</li><li>• zero (0)</li><li>• one (1)</li><li>• two (2)</li><li>• three (3)</li><li>• four (4)</li><li>• five (5)</li><li>• six (6)</li><li>• seven (7)</li><li>• eight (8)</li><li>• nine (9)</li><li>• ten (10)</li><li>• eleven (11)</li><li>• twelve (12)</li><li>• thirteen (13)</li><li>• fourteen (14)</li><li>• fifteen (15)</li><li>• sixteen (16)</li><li>• seventeen (17)</li><li>• eighteen (18)</li><li>• nineteen (19)</li><li>• twenty (20)</li><li>• more than</li><li>• less than</li><li>• equal to</li><li>• more</li><li>• less</li><li>• equal</li></ul>	<p><b>Students will understand that...</b></p> <p>numbers can be used to represent quantities.</p> <p>counting tells how many there are in a group regardless of their arrangement.</p> <p>the last number said when counting tells the total number of objects counted.</p>	<p><b>Students will be able to...</b></p> <p>count to 20 orally.</p> <p>count using 1 to 1 correspondence.</p> <p>count up to 20 objects in a variety of configurations (circle, array, line).</p> <p>count up to 10 objects in a scattered configuration.</p> <p>match objects in a set to a written numeral.</p> <p>identify numbers and quantities.</p> <p>read numbers 0-20.</p> <p>compare 2 numbers (1-10) as written numbers.</p> <p>produce a written list of numbers 0-20.</p>	<p><b>Unit 1 Assessment: Counting and Matching within 20 (Optional)</b></p> <p>11/21/2014</p>	<p><b>Professional Resources</b></p> <ul style="list-style-type: none"><li>• Math Work Stations: Independent Learning You Can Count On, K-2 by Debbie Diller</li><li>• Number Talk: Helping Children Build Mental Math and Computation Strategies, Sherry Parrish</li><li>• Teaching Student Centered Math K-3 by John A. Van de Walle</li><li>• Guided Math In Action K-5 by Dr. Nicki Newton</li><li>• Developing Number Concepts Book 1 by Kathy Richardson<ul style="list-style-type: none"><li>• 1-2 Count and Dump</li><li>• 1-6 Finger Counting</li><li>• 1-7 Grab Bag Counting</li><li>• 1-8 Grow and Shrink</li><li>• 1-20 Towers, Towers, Towers</li><li>• 1-25 Roll a Tower Race</li><li>• 1-38 Sorting Colors</li></ul></li></ul> <p><b>Websites</b></p> <ul style="list-style-type: none"><li>• <a href="#">Illustrative Mathematics</a></li><li>• <a href="#">Inside Mathematics</a></li><li>• <a href="#">K-5 Teaching Resources</a></li></ul> <p><b>Independent/Workstation Activities</b></p> <p><a href="#">K.CC.A.1</a></p> <p><a href="#">K.CC.A.2</a></p>



# Professional Learning

## GOAL:

Create training opportunities that include, but are not limited to: vertical and cross grade level and/or content teacher collaboration to support the ongoing use of best practices for all students in a variety of educational settings.



## Implementing *Constructive Play* in Kindergarten (district-wide)

Allowing students to “discover” learning with peers as teacher facilitates with questioning and engagement.



Manchester Public Schools

## ELL Services

- ELL tutors to work five days a week / five hours per day
- Assignments based on need
- All testing complete by end of month – scheduling completed by October 1<sup>st</sup>
- PD opportunities for ELL tutors, classroom teachers, and building principals



## Expansion of after-school programming:

- Robertson, Verplanck, and Washington
- Bowers and Waddell





Manchester  
Family  
Resource  
Centers

The Family Resource Centers support and uplift the school-family-community partnership, by providing a broad base of educational and supportive programs. Each site works closely with schools, social service agencies, and community partners.



Manchester Public Schools

## Assessment, Data, and Resources

### GOAL:

Use of data and a data management process for analysis of student achievement progress, attendance, and behavioral data to monitor outcomes and revise systems and delivery of instruction.



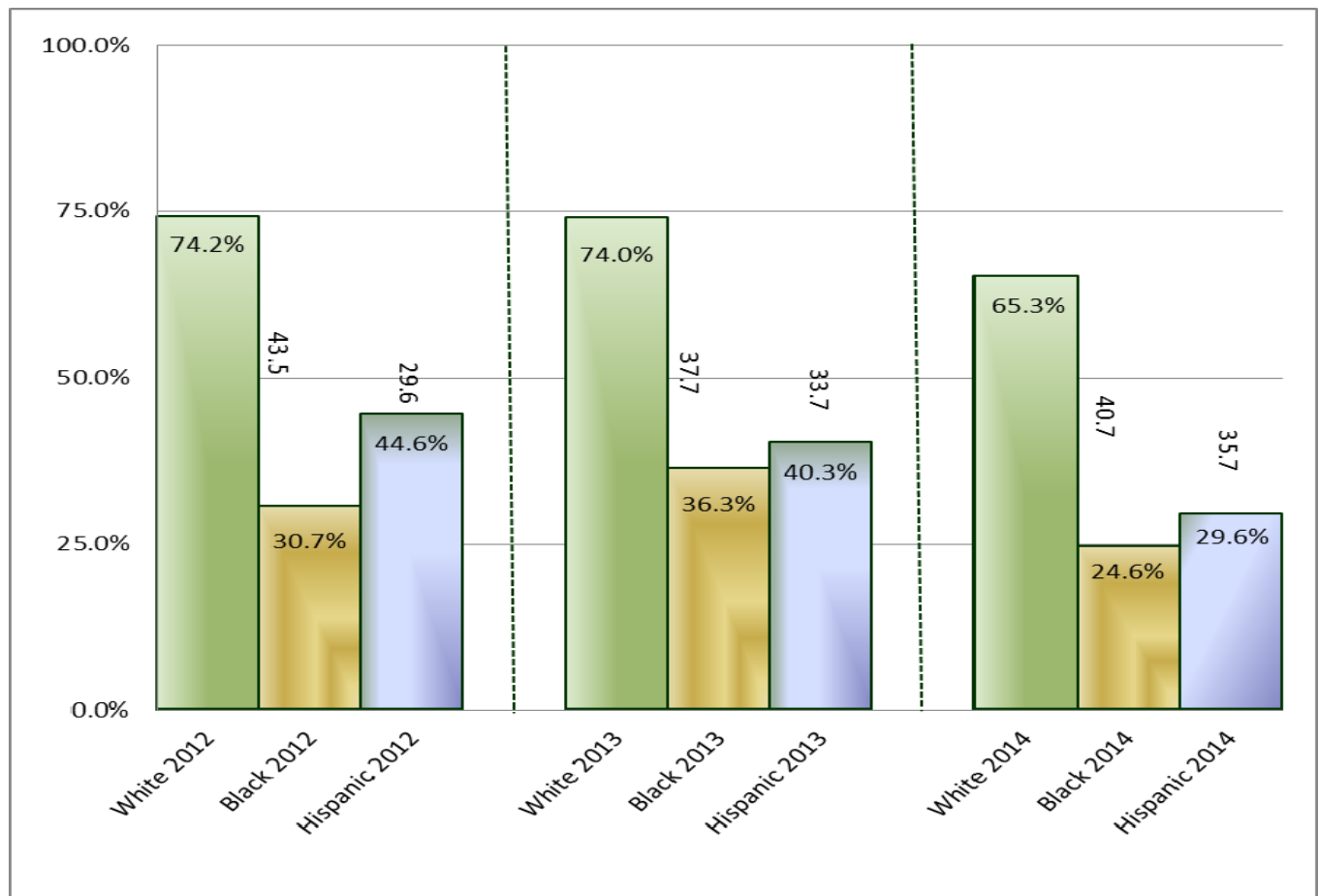
# Overview of Manchester's CMT and CAPT Data 2014



Manchester Public Schools

# Achievement Gap Data CMT District % At or Above Goal

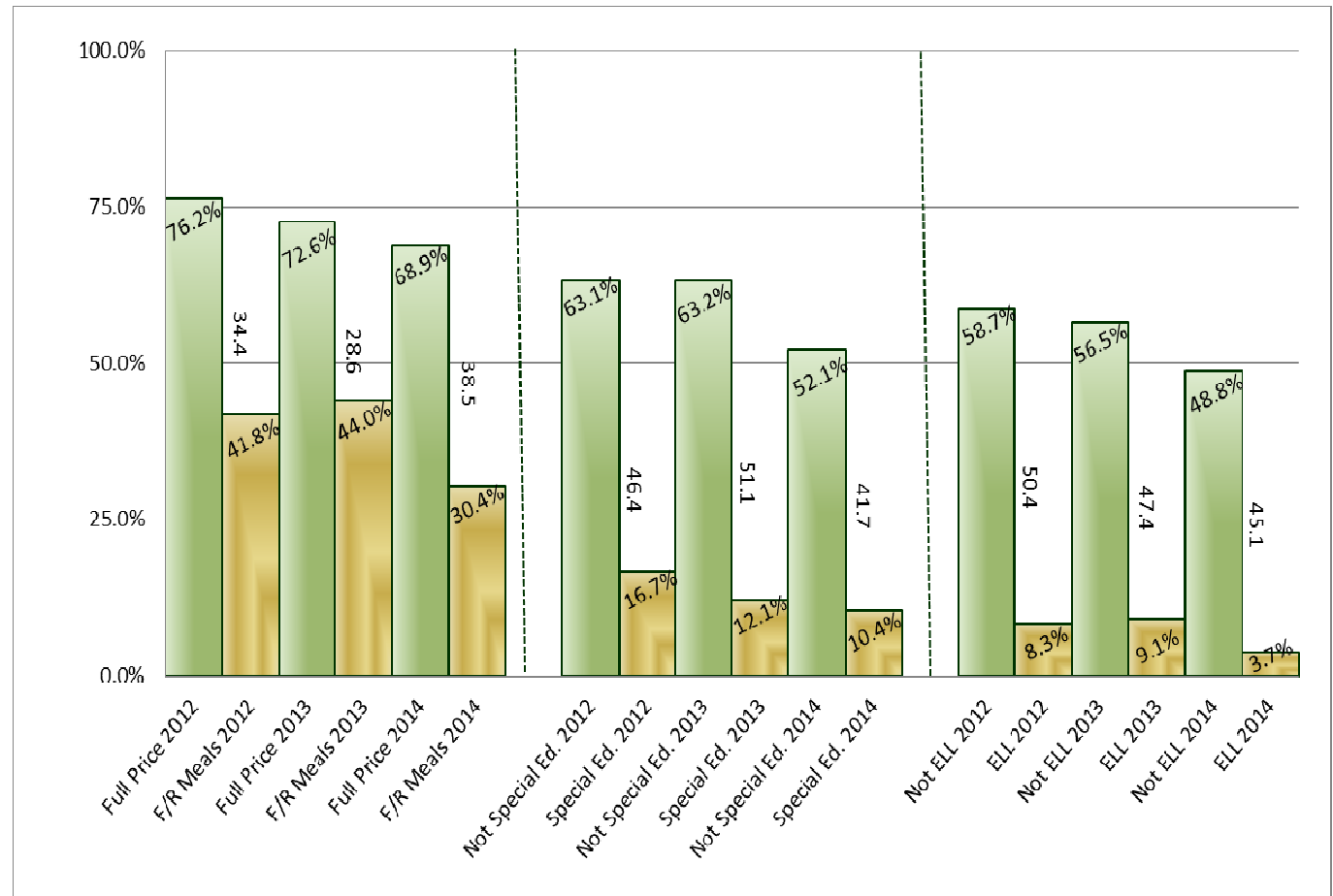
## Science – Grade 5





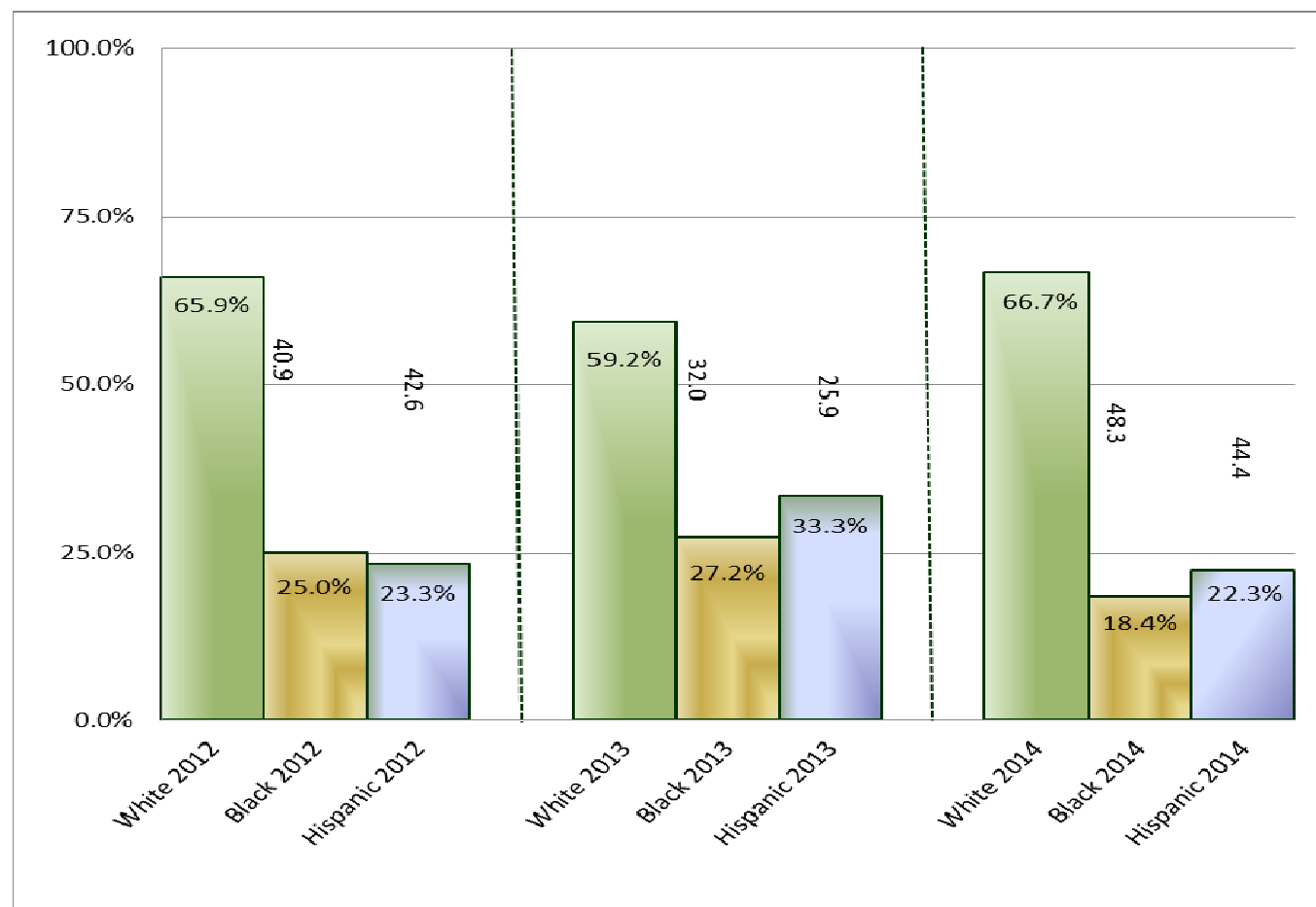
# Achievement Gap Data CMT District % At or Above Goal

## Science – Grade 5



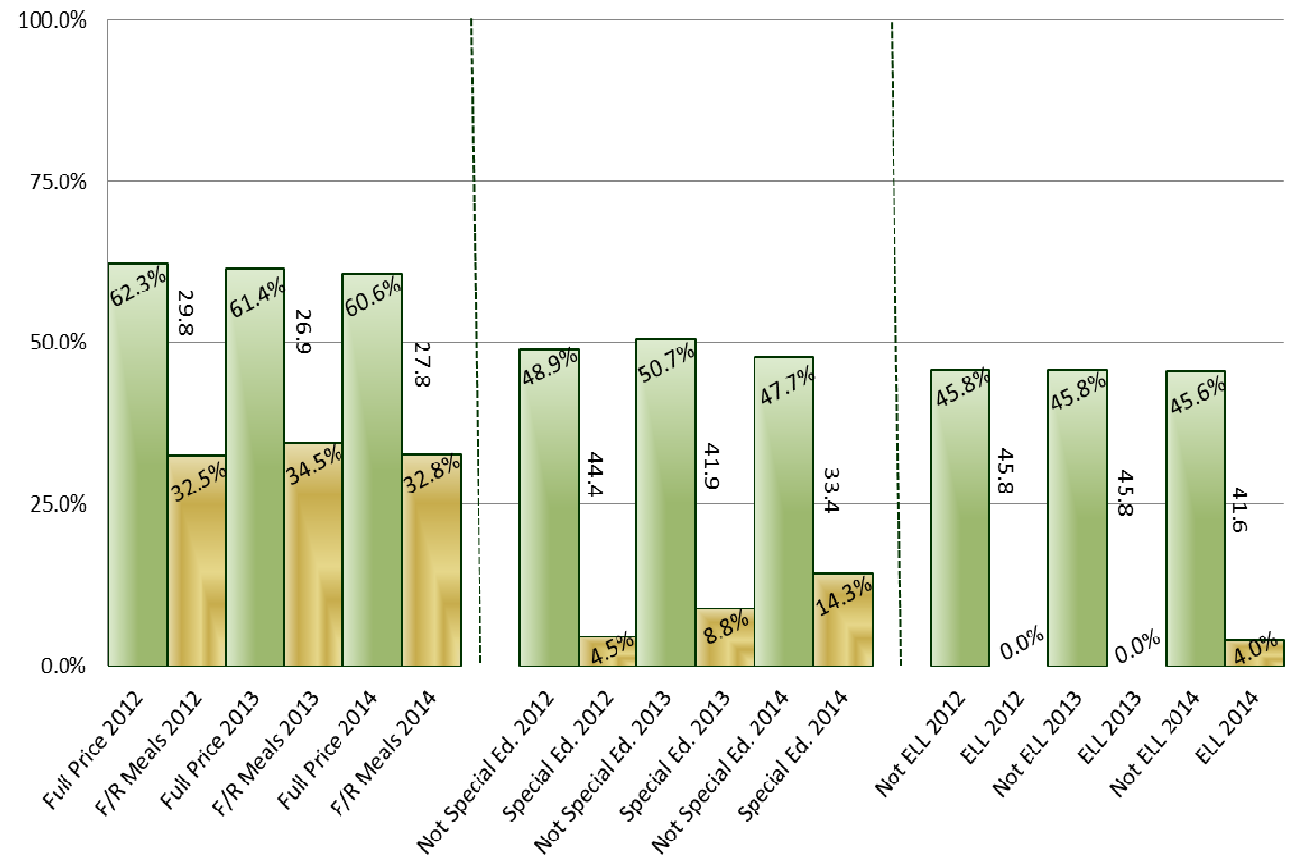
# Achievement Gap Data CMT District % At or Above Goal

## Science – Grade 8



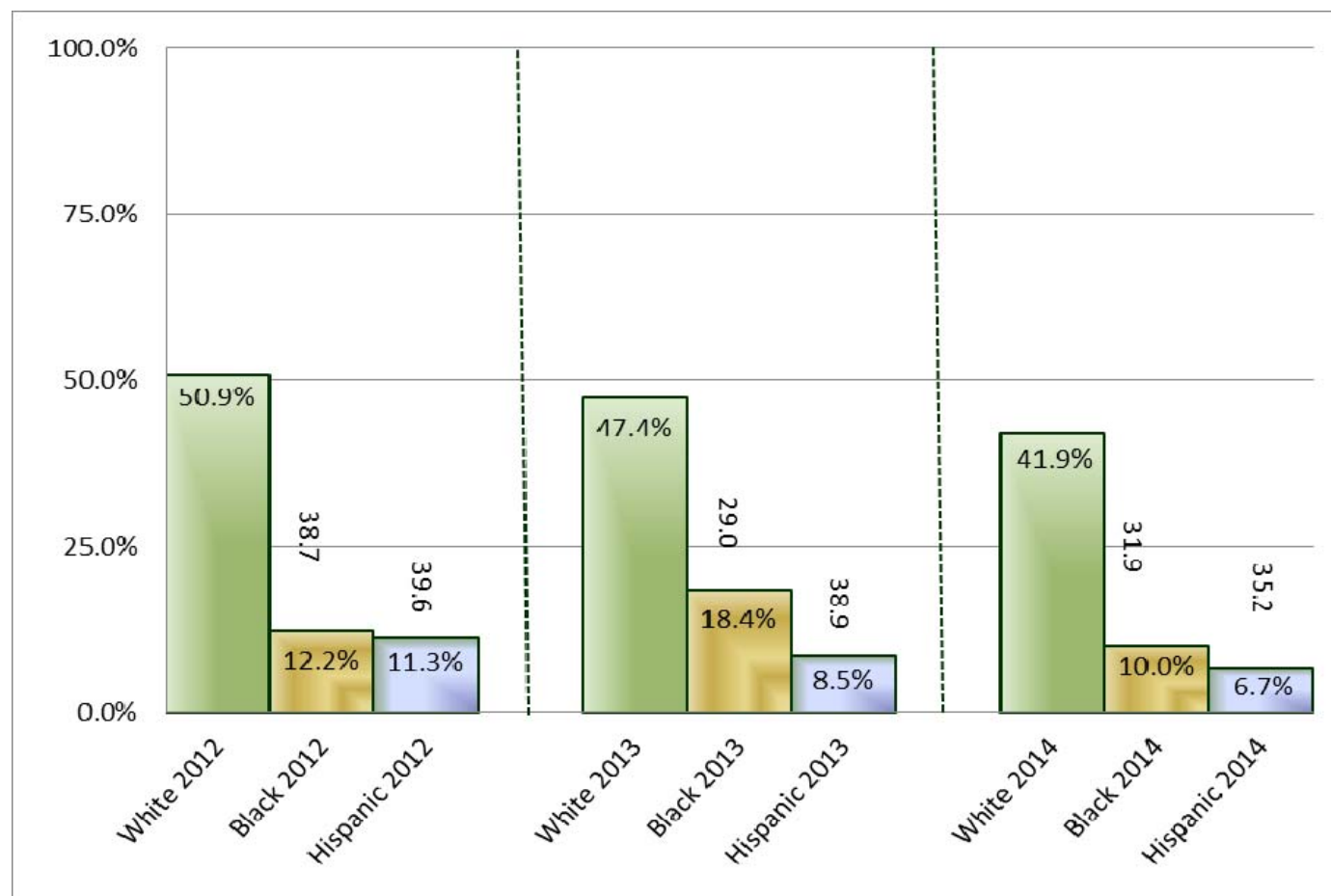
# Achievement Gap Data CMT District % At or Above Goal

## Science – Grade 8



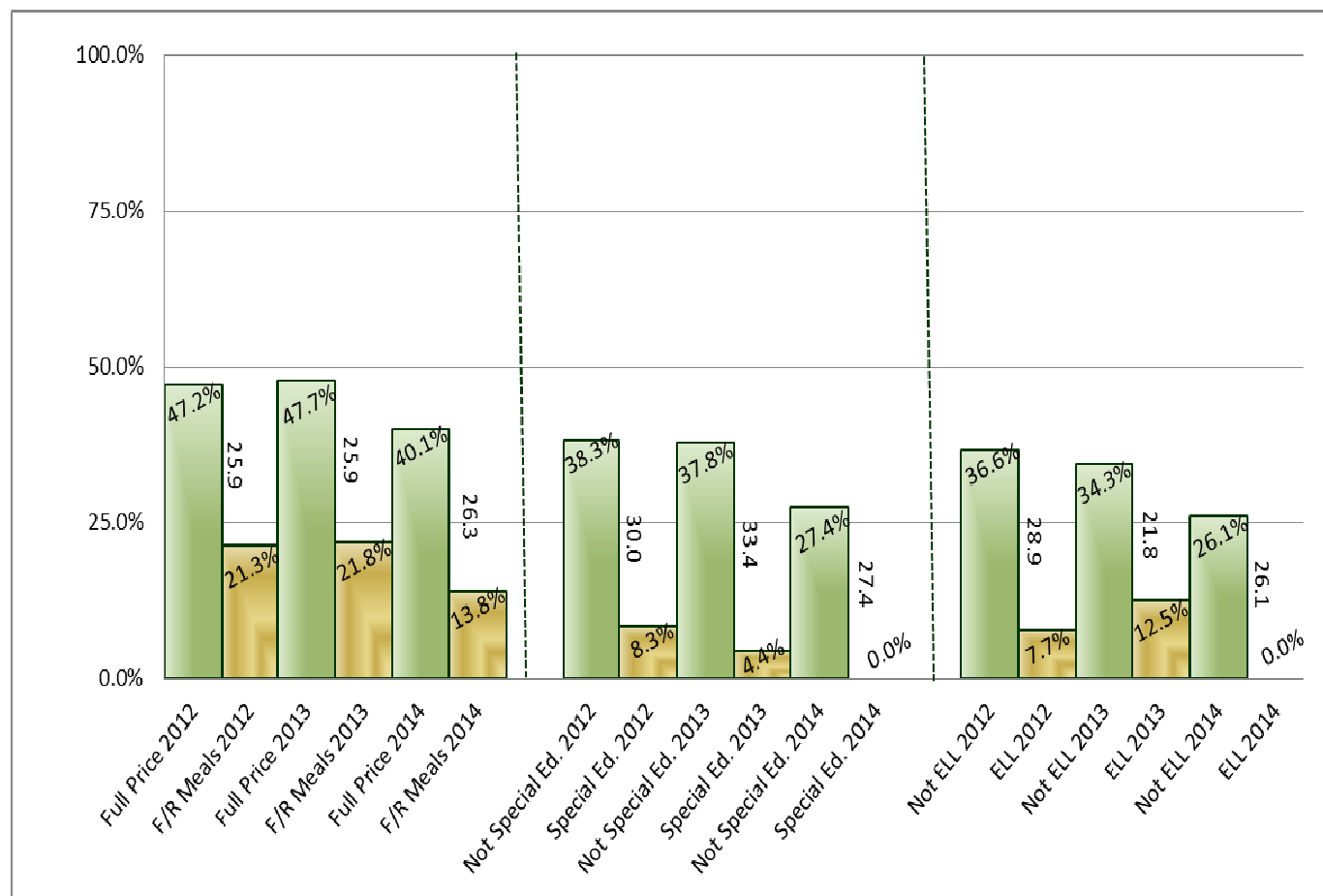
# Achievement Gap Data CAPT % At or Above Goal

## Science – Grade 10



# Achievement Gap Data CAPT % At or Above Goal

## Science – Grade 10



# CMT/CAPT

## Results by School

School	Science 2014		Science 2013	
	Number Tested	% At/Above Goal	Number Tested	% At/Above Goal
Bowers	66	42.4%	67	64.2%
Buckley	44	77.3%	34	67.6%
Highland Park	42	69.0%	44	63.6%
Keeney	66	57.6%	60	66.7%
Martin	47	46.8%	39	59.0%
Robertson	43	32.6%	40	55.0%
Verplanck	43	30.2%	37	27.0%
Waddell	59	49.2%	49	71.4%
Washington	62	19.4%	54	22.2%
Illing	383	43.6%	418	45.2%
MHS	375	24.8%	378	33.9%

