

**REVISED**  
**MANCHESTER BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MONDAY, FEBRUARY 23, 2015**

**Policy Committee Mtg., Director's Rm – 5:30 p.m.**  
**Executive Session: Contract Negotiation, 6:30 p.m**

**Board of Education Meeting**  
**Hearing Rm., Lincoln Ctr.**  
**7:00 P.M.**

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Approval of Board of Education Minutes – February 11, 2015 A – 3

**B. CONSENT CALENDAR**

- 1) Personnel Information B – 1
- 2) Establish an appropriation for FY14/15 to be funded by Hartford Foundation for Public Giving in the amount of \$713,520. B – 2
- 3) Establish an appropriation for FY14/16 for the Nellie Mae Education Foundation, Inc. grant in the amount of \$275,000. B – 3
- 4) Increase the appropriation for the FY14/15 for the Manchester Head Start State Day Care Program anticipated revenue by \$80,000 bringing the total appropriation to \$690,000. B – 4
- 5) Increase the appropriation for the FY14/15 for the Washington Media Arts Magnet After School Program by \$60,000 bringing the total appropriation to \$491,800. B – 5
- 6) Ratification of Tutor Contract - Manchester Tutor Association, Local 6545 AFT, AFL-CIO, July 1, 2013 through June 30, 2017
- 7) Resolution from the Board of Regents for Higher Education, on behalf of Manchester Community College at Great Path and Manchester Board of Education – Adult and Continuing Education B – 7

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

**D. SUPERINTENDENT'S REPORT**

- 1) CABE 2014 Communication Award – presented by Mr. Donald Harris, Area 2 Director.
- 2) English Learners Program Update, Dr. Mellie Crespo-Jimenez, Coordinator of English Language Learners & Community Relations D – 2
- 3) Update on Building Projects and Security Upgrades, Mr. Christopher Till D – 3

**E. UNFINISHED BUSINESS - None**

**F. NEW BUSINESS -**

1) High School Graduation Date

Recommended Action: Motion to establish the High School Graduation date as June 16, 2015 at the Xfinity Theater

2) Action on Board of Education Vision

F – 2

Recommended action: Move to adopt Board Of Education Vision Statement developed over three retreat sessions and intended to Guide the work to transform the Manchester Public Schools.

3) Action on Board of Education Priorities, 2015-2017

F – 3

Recommended action: Move to adopt Board of Education Priorities, 2015-2017, developed over three retreat sessions and designed to focus the work of the Manchester Public Schools for the near future

**G. COMMITTEE REPORTS**

1) Curriculum & Instruction Committee Minutes – February 11, 2015

G – 1

2) Buildings & Sites Committee Minutes – February 5, 2015

G – 2

**H. PUBLIC COMMENTS (comments limited to items on tonight's agenda)**

**I. COMMUNICATIONS**

1) Student Representative – Joseph Coyne

**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 ACTION****APPOINTMENTS**

Cheryl French to be a District-wide Specialized Program Facilitator. Ms. French received a Bachelor of Science in Special Education degree and a Master of Science in School Health Education degree at Southern Connecticut State University. Ms. French resides in Watertown. It is recommended that her appointment be approved effective March 9, 2015 (MA/Step 13 \$80,668).

Thomas Demko to be a Biology Teacher at Manchester High School. Mr. Demko received a Bachelor of Arts in Biology degree at Eastern Connecticut State University. Mr. Demko resides in Manchester. It is recommended that his appointment be approved effective January 5, 2015 (BA/Step 1 \$43,611).

Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation FY 14/15 Hartford Foundation for Public Giving Grant Number 20141773

**Date:** February 5, 2015

**Background:** This grant will strengthen our work in the area of family and community engagement. The district was awarded a \$50,000 planning grant in June, 2014, which funded the development of the plan that was submitted.

**Discussion/Analysis:** These funds will be used to:

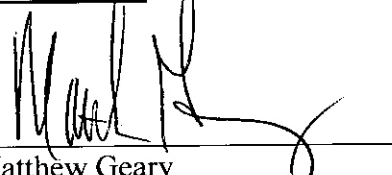
1. Establish a position of Director for Family and Community Engagement (FCE) and develop structures that support implementation of the FCE Plan
2. Identify needs and provide initial professional learning experiences for community and school leaders around FCE
3. Increase and strengthen two-way communication between schools, families and community providers
4. Expand the outreach activities and efforts of the four new Manchester FRCs
5. Establish the purpose and bring together an FCE Advisory Group to continue partnering and grow the strong community engagement in the FCE work

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to establish an appropriation in the amount of \$713,520 to be funded by the Hartford Foundation for Public Giving.

**Attachments:** Award letter.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 23, 2015



**Hartford Foundation**  
FOR PUBLIC GIVING

RECEIVED DEC 22 2014

Together for good<sup>SM</sup>

December 18, 2014

Mr. Matthew Geary  
Superintendent of Schools  
Manchester Public Schools  
45 North School Street  
Manchester, CT 06042

**Board of Directors**  
Yvette Meléndez, Chair  
Bonnie J. Malley, Vice Chair  
Robert B. Goldfarb, Treasurer  
Nancy P. Bernstein  
David M. Borden  
Beverly P. Greenberg  
Rodney O. Powell  
JoAnn H. Price  
Theodore S. Sergi

**President**  
Linda J. Kelly

Dear Mr. Geary:

**Grant Number 20141773**

I am pleased to inform you that the Hartford Foundation for Public Giving has approved a grant of \$713,520 to Manchester Public Schools, over one year, toward implementation of the district's strategy to develop family and community partnerships focused on student learning and student success. The grant funds may be applied toward personnel costs, training and professional development expenses, direct service costs, and contracted services.

Please contact Sara Sneed, Director, Education Investments, to discuss your project budget, which must be approved prior to the release of grant funds. Once your project budget is approved, any subsequent changes in project personnel or desired variance in the use of funds must be approved in advance by Sara Sneed.

Payment for this grant will be made on a semi-annual basis. Once your project budget has been approved, you may request the first payment. Additional payments on this grant will be made upon receipt and approval of the *Hartford Foundation Expenditure of Project Funds* financial report and required reporting as directed by Sara Sneed.

To accept the terms of this grant, return a signed copy of this letter to the Foundation within 30 days of receipt. Signing and returning the grant award letter indicates your compliance with the procedures in the enclosed *Hartford Foundation Grant Payment and Reporting Procedures*.

You are welcome to, but we do not require efforts to communicate the good news about your grant. If you do decide to publicize the grant in any form, the text must be reviewed in advance by our Communications Department. To assist, guidelines for various forms of communications and a sample news release/newsletter story are available at <http://hfpg.org/GrantCommunication>.

10 Columbus Boulevard, 8th Floor  
Hartford, CT 06106

860-548-1888  
fax 860-524-8346  
[www.hfpg.org](http://www.hfpg.org)

Mr. Matthew Geary, Superintendent of Schools  
December 18, 2014  
Page 2

We wish you the best on this important effort.

Sincerely,



Linda J. Kelly  
President

Enclosures: *Hartford Foundation Expenditure of Project Funds Report*  
*Hartford Foundation Grant Payment and Reporting Procedures*

Agreed to and accepted by:

  
\_\_\_\_\_  
Signature of Agency Director

1/6/15  
\_\_\_\_\_  
Signature Date

Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation Nellie Mae Education Foundation, Inc. Grant  
FY 14-16

**Date:** February 10, 2015

**Background:** This grant was awarded to Manchester Public Schools (MPS) and will support activities that will boost the achievement of all students while having the potential to dramatically reduce gaps in achievement. Nellie Mae Education Foundation seeks to ensure that every student finishes high school prepared for success in college, career and civic life. MPS will focus this grant on the expansion of its IMAGINE College program within Manchester High School (MHS).

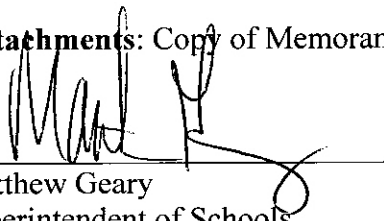
**Discussion/Analysis:** The adoption of Student Centered Learning (SCL) with the IMAGINE College program will be used as a prototype for planning and implementation of other student-centered projects for both the high school and other schools in the district.

**Financial Impact:** None

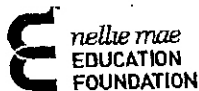
**Other Board/Commission Action:** None

**Recommendations:** The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for FY 14/16 for the Nellie Mae Education Foundation, Inc. grant in the amount of \$275,000.

**Attachments:** Copy of Memorandum of Understanding.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 23, 2015



**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**Nellie Mae Education Foundation, Inc.**  
**And**  
**Manchester Public Schools**  
**January 1, 2014 – July 31, 2016**

**Grant Overview**

This grant builds off strong momentum demonstrated during the New Approaches in Urban Districts grant period and will support the continued pursuit of transformative systems change to realize student-centered learning in Manchester Public Schools (MPS).

Nellie Mae Education Foundation (the Foundation) seeks to ensure that every student finishes high school prepared for success in college, career, and civic life. This grant is intended to support high leverage activities that have potential to dramatically reduce gaps in achievement while boosting the achievement of all students.

MPS will also have the option to participate in a cross-district community of practice (CoP) designed to support transformative systems change efforts. Participation in this CoP will be negotiated through a separate agreement.

**Project Description**

MPS will focus this grant on the expansion of its IMAGINE College program within Manchester High School (MHS). Foundation funds will be used to:

1. provide one-to-one support for under-represented groups to help students navigate through the college search, application, and selection and financing processes,
2. encourage students to look outside their comfort zones and beyond schools in the state system, to make the best match between the many schools willing to provide transitional support and substantial financial aid, and
3. expand the IMAGINE college and career readiness program to a student-centered, all student program, using the academies as the focal point for expansion, and to plant the seeds for more SCL in the broader, academic environment.

The adoption of SCL with the IMAGINE College program will be used as a prototype for planning and implementation of other student-centered projects both the high school and other schools in the district. IMAGINE College will serve as a model for school-wide adoption of the tenets of student-centered learning; the original teacher/mentors who receive training will see the use and benefit of SCL in a context other than their classroom. Student-centered learning training will be expanded to all MHS faculty and support staff throughout the year, so that all teachers and staff develop a better understanding of how they can employ the four tenets of SCL in their classrooms.

**Program Goals and Indicators**

1. By July 2015, the academy seminar steering committee will have developed school-wide competencies with the support of a consultant.
2. By July 2015, the guidelines for the mastery-based Academy Seminars will have been developed and staff members will be trained in the guidelines for mastery-based seminars.





3. By June 2016, 35 teachers will facilitate and coach approximately 5-6 students in academy seminar. Students will be half way through the creation of a personalized portfolio that demonstrates mastery of school-wide competencies.
4. By June 2016, participating teachers will have experienced, ongoing, in-depth training in personalized learning and will demonstrate effective use of student-centered learning strategies in Academy Seminars.
5. The IC-9 pilot will be completed by June 2015, and its results will be used to modify and plan for 2016 implementation.
6. By June, 2016 all certified staff (175) will have received training in personalized learning led by the 35 staff members who have been involved in the initial, ongoing training. The guiding question for this training will center on the application of these strategies to content-based instruction and work in PLCs.

An external consultant will be engaged to oversee, monitor, and evaluate the success of these activities. A detailed list of activities can be found in the attached work plan. The program evaluator will examine the following indicators:

- Grades in all subjects
- Attendance
- Homework
- Behavior
- Grades in the Pilot course: "IMAGINE college for grade 9: a student-centered approach to college and career readiness"
- Interest in participation in 10th grade Academy Seminar compared to students who didn't participate

These indicators will inform two different comparisons. The first is the difference between participating student performance first and second semester. Manchester hopes to see an improvement in all areas as they try to show students that daily performance, mindfulness and a growth mindset connects their present decisions to their future goals.

The second comparison is between the IC-9 students and other team-students. Manchester hopes to see an improvement in all areas between the performance of IC-9 students and the other team students.

For the Academy seminars in the 2015-2016 academic year, Manchester will track the following indicators:

- Student participation
- Student attendance
- Student completion of year one project benchmarks demonstrating student ownership of learning
- The evaluation of the number of staff who receive the initial training, teach a seminar, and demonstrate effective implementation of student-centered learning.

#### Role and Responsibility of NMEF



The Foundation will:

- ☐ Attend important meetings, training sessions and events
- ☐ Provide reporting templates in a timely manner
- ☐ Work with grantee to develop NMEF reports

**Organizational Agreement**

The Nellie Mae Education Foundation will award a grant totaling \$275,000 to support the program outlined in this Memorandum of Understanding (MOU). This grant will be payable based on the budget attached to this memorandum and subject to the terms contained herein. Payments will be made per the following schedule:

- \$125,000 upon signing of the MOU
- \$125,000 upon receipt and review of a narrative progress report and spent-to-date report (due October 5, 2015)
- \$25,000 upon receipt and review of final narrative report and spending report (due July 13, 2016)

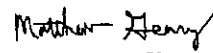
Manchester Public Schools (the Grantee) agrees and consents to the following conditions of the grant:

1. Funds will be used solely for the purposes stated in the MOU. Any portion of the grant which has not been expended within the time period specified in the MOU will be repaid to the Foundation.
2. Grantee will advise the Foundation immediately if the federal government, IRS, or state or local authorities gives the Grantee notice of a change in its tax status.
3. The Foundation requires that grantees seek approval for any reallocation of their total budget funds that is over 5%.
4. Grantee shall not use any portion of the funds granted herein to carry on lobbying or otherwise to attempt to influence specific legislation, either by direct or grassroots lobbying, nor to carry on directly or indirectly a voter registration drive, nor to make grants to individuals on a non-objective basis, nor to use the funds for any non-charitable or non-educational purpose.
5. In order to promote the work of the Foundation and its grantees in a way that strategically enhances the public profile of both parties, the grantee shall contact the communications department of the Nellie Mae Education Foundation before any media outreach/communication surrounding the awarding of the grant. The grantee will coordinate with Shaun Adamec, Director of Strategic Communications. He can be reached at [sadamec@nmefoundation.org](mailto:sadamec@nmefoundation.org) or 781.348.4204.
6. Grant funds must be invested in highly liquid, FDIC insured bank accounts with the primary objective of preservation of principal so that they are available for the project. Interest accrued to the grant should be applied to the project and reported in the grant's final financial report.



The Nellie Mae Education Foundation and Manchester Public Schools enter into this agreement in "good faith," recognizing that implementation plans are based on information and circumstances presently known. Significant changes in the project goals, objectives, outcomes and budget will require prior approval from Foundation staff.

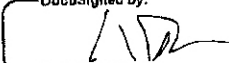
*While this memorandum of Understanding is subject to future negotiations, it is signed by:*

DocuSigned by:  
  
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Matthew Geary, Superintendent  
Manchester Public Schools

2/7/2015

Date

DocuSigned by:  
  
2234A738245147B...

Nicholas C. Donohue, President & CEO  
Nellie Mae Education Foundation

2/6/2015

Date



**Personnel**

Imagine College Coordinator	\$30,000
Parent Liasion	\$5,000
<b>Total</b>	<b>\$35,000</b>

**Fringe Benefits**

Stipends for Teachers	\$62,500
<b>Total</b>	<b>\$62,500</b>

**Contract Services**

Transportation	\$8,000
Consultant to support SCL	\$50,000
Substitute Teachers	\$1,800
Curriculum Writing Hourly Payment	\$3,000
Daily Rate for Training Teachers	\$18,000
Academic and Social Experiences for Students	\$25,000
Program Evaluation	\$25,000
<b>Total</b>	<b>\$160,800</b>

**Other Direct Costs**

Conferences	\$1,750
Travel, Accommodations and Meals	\$3,050
Supplies and Materials	\$11,900
<b>Total</b>	<b>\$16,700</b>

<b>Grant Total</b>	<b>\$275,000</b>
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**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 14/15  
**Date:** February 11, 2015

**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.

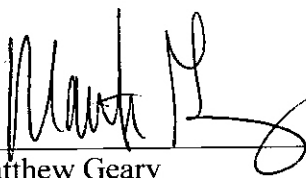
**Discussion/Analysis:** This increase in appropriation is for fiscal year 14/15 anticipated revenue.

**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 14/15 anticipated revenue by \$80,000 bringing the total appropriation to \$690,000.

**Attachments:** None

  
\_\_\_\_\_  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 23, 2015

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 14/15  
**Date:** February 12, 2015

**Background:** The Washington Media Arts Magnet School After School Program gives children academic support and recreational activities after school. The source of revenue is parent fees.

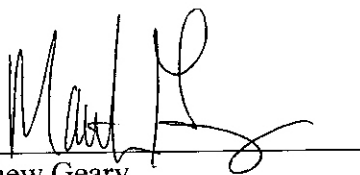
**Discussion/Analysis:** This increase in appropriation is for anticipated revenue.

**Financial Impact:** None

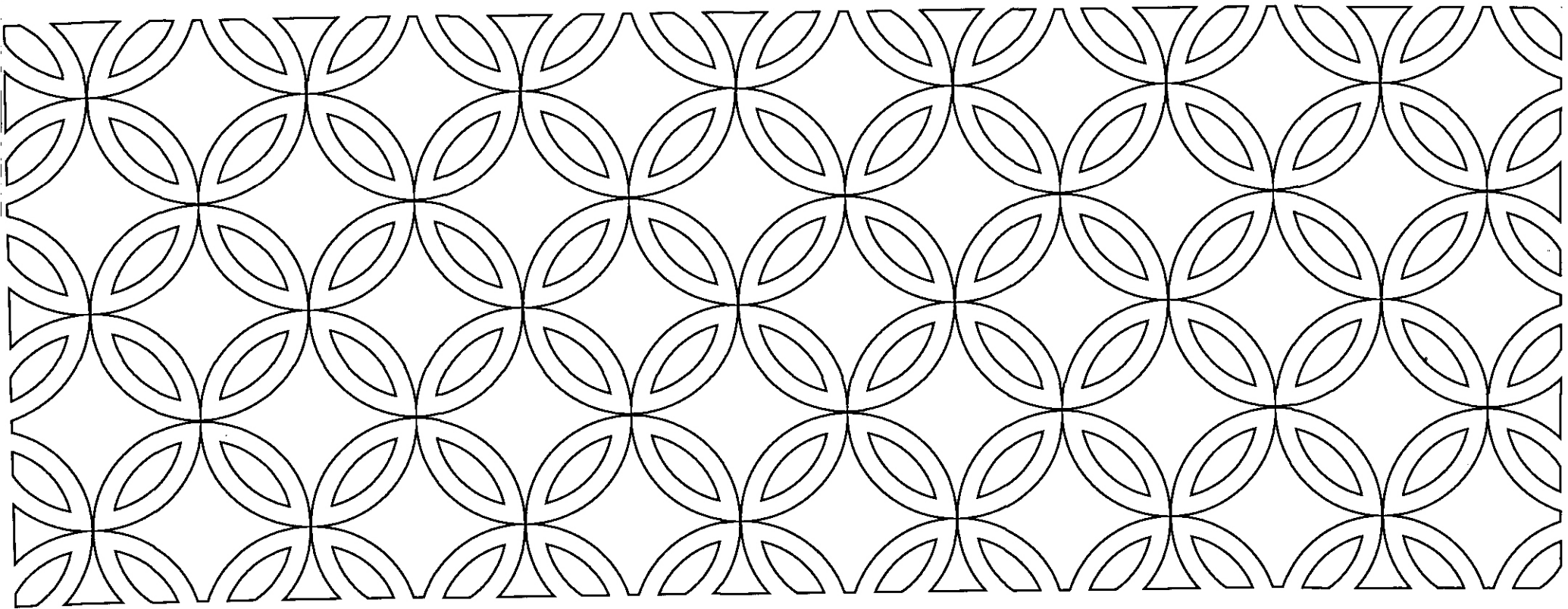
**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors increase the appropriation for the fiscal year 14/15 anticipated revenue by \$60,000 bringing the total appropriation to \$491,800 for the Washington Media Arts Magnet School After School Program.

**Attachments:** None

A handwritten signature in black ink, appearing to read 'Matthew Geary', is written over a horizontal line.

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 23, 2015



IT IS A NEW WORLD!! |

# ENGLISH LANGUAGE LEARNERS IN CONNECTICUT

From the years of 2007/8 - 2012/13 the English language Learning students has remained stable.

2007/2008 - 3.5% of the CT students are not fluent in English.

2012/2013 - 3.8% of the CT students are not fluent in English

Data based on School strategic profile CTDOE



# ENGLISH LANGUAGE LEARNERS IN MANCHESTER

From the years of 2007/8 - 2012/13 the English language Learning students has almost doubled.

2007/2008 - 2.0% of the CT students are not fluent in English.

2012/2013 - 3.7 % of the CT students are not fluent in English

Data based on School strategic profile CTDOE

## OUR GOAL

- To provide ELLs and their families with equity and access to equity and an excellent education. Our program strives for the implementation of research-based and data-driven practices to achieve ELLs academic, linguistic and social and cultural success.

# WHAT IS WORKING?

- Reading Programs: Cornerston and Reading A-Z

Staff-Students relationships

Staff-families relationships

High expectations for all ELLs

Staff Commitment to ELLs and their families

Adult Education Opportunities

Central Office/Administration support and commitment

## WHAT NEEDS TO BE IMPROVED

Increase/improve collaborations between ELLs staff and mainstream teachers

Increase the use of formative assessment to modifying instruction

Increase/improve family engagement

Increase/improve school/family/community partnership

Increase opportunities for Professional Development

Increase consistency/equity on services provided  
and the use of resources

Revise programming, schedule and placement issues

Training on Second Language Acquisition at Pre-  
school

# **MOVING FORWARD**

**Resource Centers**

**ESL Brochure – English/Spanish version**

**Curriculum Guide for Families – translated**

**Information about I.C. – translated**

**Technology Update**

Monthly Report Template  
Quarterly Award Recognition Form  
Program's Inventory  
Family Resources Centers  
Hartford Foundation for Public Giving

# RESOURCE CENTERS

Manchester High School

Illing Middle School

Robertson

Verplanck



# **CURRICULUM DEVELOPMENT**

**Access to Language Arts Connector**

**Participation/Collaboration in PLC meetings**

**Professional Development on Sheltered English Instruction**

**Coordination of services – coaches, special education personnel, etc.**

# **MORE TO COME**

**END OF SCHOOL YEAR ACTIVITIES**

**Multicultural Night**

**Juniors/Seniors Breakfast**

# **|WE HAVE GONE SO FAR...**

**Communication**

**Collaboration**

**Creativity**

**MUSIC TO YOUR EARS**

**OUR FIRST**

**LATINO FAMILY**

**CONFERENCE**

| **AROUND THE WORLD**

■ **Thanks**

## **MANCHESTER PUBLIC SCHOOLS – CAPITAL PROJECTS UPDATE**

1. School Security Upgrades
  - a. Access Control & Intrusion Detection
  - b. IP Phone System & Video Surveillance
2. Cheney + Bennet 5/6 Academy Renovation
3. Manchester High School Athletic Facility Improvements
  - a. Football & Practice Turf Fields
  - b. Track Resurfacing
  - c. Locker Room Renovations
  - d. Student Parking Lot & Site Lighting
4. Boiler Fuel Oil Burner Conversions
  - a. Martin Elementary School
  - b. Robertson Elementary School
  - c. Waddell Elementary School
  - d. Manchester High School
5. Underground Storage Tank Removals
  - a. Martin Elementary School
  - b. Robertson Elementary School
  - c. Waddell Elementary School
6. Underground Storage Tank Replacement - Manchester High School

**Manchester Board of Education  
Vision of the Manchester Public Schools**

**Three Areas of Focus for the Manchester Public Schools:**

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

**1. Outcomes and Opportunities for Students:**

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

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

**2. Overall Quality of the School District**

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

- Safe, secure and well maintained schools.
- A strong belief that all children can learn.
- Adults who are committed to ensuring success for all students by providing equal access and opportunities.

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

### **3. The School District's Relationship with the Community**

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

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



**Manchester Board of Education  
Priorities  
2015-2017**

*Adopted February 23, 2015*

1. Continually monitor the District Improvement Plan that includes clearly defined goals and strategies in the areas of Systems and Operations, Academics, Culture and Climate, and Talent Development to support improved student performance for all students
2. Implement Phase 1 of the Manchester Public Schools 2025 Building Renovation Plan which includes the Bennet-Cheney 5/6 Academy, Waddell Elementary School renovation and expansion, and Verplanck Elementary School renovation and expansion along with planned security upgrades at all schools
3. Improve and build more collaborative relationships with Town officials and the community at large
4. Actively promote the good work of the Manchester Public Schools through strengthened communication and outreach

C & I Committee Meeting Notes  
February 11, 2015

In attendance: Deborah Hagenow, Mary-Jane Pazda, Jason Scappaticci, Carl Stafford, and Dr. Amy Radikas

Also present: Mr. Matthew Geary, Jill Krieger, Dr. Santosha Oliver, Dr. Scott Ratchford and Dr. Mary Lou Ruggiero

Meeting began at 5:40 p.m.

Parent Curriculum Brochures

Spanish versions of the K-5 parent brochures - created to assist parents and families in supporting learning at home in the areas of English Language Arts and Mathematics were shared. The brochures outline key learning expectations by grade level. Links to access the appropriate grade-level guides are available on the Curriculum and Instruction webpage with hard copies available at each elementary school's Family Resource Center and main office.

ELA Update

Dr. Ratchford provided an overview of the K-5 writing anchors being developed. The anchor sets will provide models of writing expectations for parents and students to view.

Social Studies Update

Dr. Ratchford noted that performance tasks have been completed in grades 6-12 and are in the process of being calibrated. New units of study being drafted for grade 6-8 to better align middle school history to the high school.

Math Update

Dr. Oliver provided an overview of K-6 mid-year benchmark assessments. Data collected will be used to guide instruction and curricular efforts.

Science Update

Dr. Oliver provided an update...

- Science fairs will take place in all elementary schools and Bennet in February / March 2015 (see attached schedule).
- K-8 District-Wide Science Fair will take place on Saturday, March 21<sup>st</sup> at Illing.
- Students involved in Invention Convention will be at UConn on Saturday, May 2<sup>nd</sup>
- District-wide robotics expanding from Bowers, Bennet, Illing and MHS to Robertson, Verplanck, Waddell and Washington.

Meeting adjourned at 6:15 p.m.

Respectfully submitted,  
Amy F. Radikas

Next meeting: April 6, 2015, 5:30 p.m. at Verplanck School

**Manchester Public Schools**  
**School Science Fair Dates**

<b>School</b>	<b>Date</b>	<b>Time</b>
Bennet Academy	Wednesday, March 4, 2015	6:00 PM
Bowers Elementary	Tuesday, March 10, 2015	6:00 PM
Buckley Elementary	Tuesday, March 10, 2015	6:30 PM
Highland Park Elementary	Wednesday, February 25, 2015	6:30 PM
Keeney Elementary	Thursday, February 26, 2015	6:00 PM
Martin Elementary	Thursday, March 5, 2015	6:30 PM
Robertson Elementary	Thursday, February 26, 2015	6:00 PM
Verplanck Elementary	Tuesday, February 24, 2015	5:30 PM
Waddell Elementary	Thursday, February 26, 2015	6:00 PM
Washington Elementary	Wednesday, March 11, 2015	5:30 PM

\*\*District-wide Science Fair: March 21, 2015 at Illing Middle School\*\*

**Manchester Board of Education  
Building and Sites Committee  
Central Office Conference Room  
February 5, 2015**

Attendees: Neal Leon, Michael Crockett, Carl Stafford, Mary Jane Pazda, Pat Brooks

Mrs. Brooks updated the Committee on current projects.

The next meeting has been changed from Thursday, March 5, 2015, to 5:30 p.m. on Wednesday, March 4, 2015, at Bowers Elementary School.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Patricia F. Brooks".

Patricia F. Brooks

Assistant to the Superintendent  
Finance and Management