

**MANCHESTER BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, JANUARY 13, 2020  
LINCOLN CENTER, HEARING ROOM**

**Buildings & Sites Committee Meeting**

(Heinrich, Pattacini, Hughes, Meggers)

**Board of Education Meeting**

**5:30 P.M. - Director's Rm.**

**7:00 P.M. - Hearing Rm.**

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Secretaries Welcome
- 4) Board of Education Minutes 12-9-19 A - 4

**B. COMMITTEE REPORTS - None**

**C. CONSENT CALENDAR**

- 1) Personnel Actions C - 1
- 2) Transfer of Funds C - 2
- 3) Establish an appropriation for FY19-21, for the Title I, Part A - *Improving Basic Programs* Grant, to be funded by the Connecticut State Department of Education, in the amount of \$1,859,022 C - 3
- 4) Establish an appropriation for FY19-21, for the Title II, Part A - *Supporting Effective Instruction* Grant, to be funded by the Connecticut State Department of Education, in the amount of \$266,286 C - 4
- 5) Establish an appropriation for FY19-20, for the Bilingual Education Grant, to be funded by the Connecticut State Department of Education, in the amount of \$7,888 C - 5
- 6) Establish an appropriation for FY19-21, for the Title III, Part A, English Language Acquisition and Language Enhancement Grant, to be funded by the Connecticut State Department of Education, in the amount of \$53,358 C - 6
- 7) Establish an appropriation for FY19-20, for the Priority School District Grant, in the amount of \$829,017 C - 7
- 8) Establish an appropriation in for FY19-20, for the Priority School District - Summer School Grant, in the amount of \$151,506 C - 8
- 9) Establish an appropriation for FY19-20, for the Alliance District Grant, in the amount of \$5,609,443 C - 9
- 10) Approve Manchester Board of Education Head Start - Quality Improvement Plan C -10
- 11) Establish an appropriation for FY19-21, for the Nellie mae Education Foundation, Inc., Understanding Root Causes of Inequities Continuation Grant, in the amount of \$50,000 C -11
- 12) Establish an appropriation for FY19-20, for the Extended School Hours Grant, in the amount of \$128,948 C -12

**D. REPORT FROM STUDENT REPRESENTATIVE**

- 1) Student Representative Report - Krista Myrie and Tiffany Henry

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

**F. SUPERINTENDENT'S REPORT**

- 1) Presentation of 2020-21 Superintendent's Recommended Budget – Mr. Matthew Geary, Superintendent of Schools

**G. UNFINISHED BUSINESS - None**

**H. NEW BUSINESS -**

- 1) Board of Education 2020-2021 School Calendar

H - 1

**Recommended Motion:** Move to approve the Manchester Board of Education Calendar for 2020-2021

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

**J. COMMUNICATIONS - None**

**K. ITEMS FOR FUTURE AGENDAS - Topics for Superintendent's Report**

Wednesday, January 15, 2020

Budget Workshop #1

Wednesday, January 22, 2020

Budget Workshop #2

Monday, January 27, 2020

Regular BOE Mtg.; Update on Equity  
Update on STEAM

Wednesday, January 29, 2020

Budget Workshop #3

**L. ADJOURNMENT**

*Welcome to the Manchester Board of Education meeting. Observers are always welcome. The following instructions are to assist those who wish to speak during the Public Comment session(s):*

- 1) *Print your name and address on the sign-in sheet at the podium for accurate record keeping.*
- 2) *State your name and address for the record. Students state name only.*
- 3) *First Session: Three minute time limit for any item that may come before the Board. Listen for the bell.*
- 4) *Second Session: Comments must be limited to items on the Board's agenda for this meeting. The Board Chair has the discretion to limit comment time.*
- 5) *Written statements may be substituted for Board members if time runs out for speaker.*
- 6) *Immediate replies to questions/concerns should not be expected (Board Chair/Superintendent's discretion).*
- 7) *Inappropriate topics: Confidential information, personal issues and legal concerns. Please avoid derogatory and profane language. Board of Education Policy #1220.*

**PERSONNEL ACTIONS****APPOINTMENTS**

Ms. Amber Brown to be a Grade 1 Teacher at Verplanck Elementary School. Ms. Brown received her Master's in Reading Education from Concordia University and currently resides in Hartford. It is recommended that her appointment be approved effective December 23, 2019 (Master's / Step 4.5, \$56,741.00).

**RESIGNATIONS**

Mr. Francis "Al" Vicki, Social Studies Teacher with Bentley Alternative at Manchester High School, has submitted his notice of resignation for the purposes of retirement effective at the end of the 2019-2020 School Year. Mr. Vicki has been with Manchester Public Schools since September 2, 1991. It is recommended that his retirement be accepted.

Ms. Erika Bentsen, Mathematics Teacher at Manchester High School has submitted her notice of resignation effective January 3, 2020. Ms. Bentsen has been with Manchester Public Schools since August 26, 2013. It is recommended that her resignation be accepted.

Mrs. Megan Knight, Kindergarten Teacher at Martin Elementary School has submitted her notice of resignation effective December 23, 2019. Mrs. Knight has been with Manchester Public Schools since January 3, 2012. It is recommended that her resignation be accepted.

January 13, 2020

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** December 6, 2019

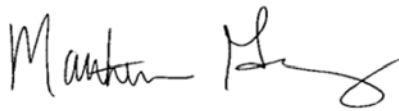
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2019-2020 Budget.

**Discussion/Analysis:** Transfer from Manchester High School Student Activity Account Contracted Services in the amount of \$1,000.00. Transfer to Manchester High School Student Activity Account General Supplies and Materials in the amount of \$1,000.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2019-2020 Budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020

**Manchester Public Schools  
Manchester, Connecticut**

**TO: Accounting Department**

**School/Department: Manchester High School**

**Date of Request: 12/06/2019**

**Approver: Katelyn Miner**

**Date Approved: 12/06/2019**

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**JUSTIFICATION (Required Field):** For replacement paint markers for club use.

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

**DECREASE In whole dollars only:**

\$ 1,000.00      Account # 32861320 5590

Description: Student Activities Contracted Srvc.

\$ \_\_\_\_\_      Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_      Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 1,000.00      **TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$ 1,000.00      Account # 32861320 5610

Description: Student Activities General Supplies

\$ \_\_\_\_\_      Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_      Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 1,000.00      **TOTAL INCREASE (Must match total decrease)**

**Accounting Department Only**

Board Approval Needed:      Yes X      No \_\_\_\_\_

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

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

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** 12/09/2019

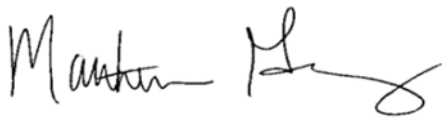
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2019-2020 Budget.

**Discussion/Analysis:** Transfer from Manchester High School Interscholastic Sports Athletic Field Trips in the amount of \$9,500.00. Transfer to Manchester High School Interscholastic Sports Athletic Supplies and Materials in the amount of \$9,500.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2019-2020 Budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020

**Manchester Public Schools  
Manchester, Connecticut**

TO: Accounting Department

School/Department: Manchester High School

Date of Request: 12/09/2019

Approver: Katelyn Miner

Date Approved: 12/09/2019

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**JUSTIFICATION (Required Field):** To fund additional athletic supplies.
 

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


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**DECREASE In whole dollars only:**\$ 9,500.00 Account # 31461270 5512 Description: MHS Athletic Field Trips

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ 9,500.00 **TOTAL DECREASE****INCREASE In whole dollars only:**\$ 9,500.00 Account # 31461320 5616 Description: MHS Athletic Supplies & Materials

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ 9,500.00 **TOTAL INCREASE (Must match total decrease)****Accounting Department Only**Board Approval Needed: Yes X No \_\_\_\_\_

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

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

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** December 5, 2019

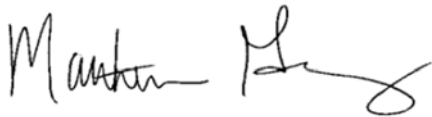
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2019-2020 Budget.

**Discussion/Analysis:** Transfer from Highland Park School Administration Printing and Advertising in the amount of \$615.00. Transfer to Highland Park School Administration General Supplies and Materials in the amount of \$615.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2019-20120 Budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020



**Manchester Public Schools  
Manchester, Connecticut**

TO: Accounting Department

School/Department: Highland Park

Date of Request: December 5, 2019

Approver: Hassan Robinson

Date Approved: December 5, 2019

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**JUSTIFICATION (Required Field):** Lamination film needed.
 

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**SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER:**
**DECREASE In whole dollars only:**\$ 615.00 Account # 42304100 5540Description: Printing and Advertising

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 615.00 **TOTAL DECREASE****INCREASE In whole dollars only:**\$ 615.00 Account # 423042405610Description: General Supplies and Materials

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ **TOTAL INCREASE (Must match total decrease)****Accounting Department Only**Board Approval Needed: Yes X No \_\_\_\_\_

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

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

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** December 9, 2019

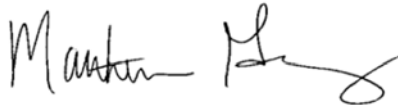
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2019-2020 Budget.

**Discussion/Analysis:** Transfer from Illing Middle School Social Studies Computer Supplies and Materials in the amount of \$375.00. Transfer to Illing Middle School Social Studies Dues and Fees in the amount of \$375.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2019-2020 Budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020

**Manchester Public Schools  
Manchester, Connecticut**

TO: Accounting Department

School/Department: Iling Middle School

Date of Request: 12/09/2019

Approver: Iris Gomero

Date Approved: 12/09/2019

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**JUSTIFICATION (Required Field):** For Social Studies NCSS membership.
 

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**SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER:**
**DECREASE In whole dollars only:**\$ 375.00 Account # 14253100 5612Description: Social Studies Computer Supplies

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 375.00 **TOTAL DECREASE****INCREASE In whole dollars only:**\$ 375.00 Account # 14253100 5810Description: Social Studies Dues & Fees

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 375.00 **TOTAL INCREASE (Must match total decrease)****Accounting Department Only**Board Approval Needed: Yes X No \_\_\_\_\_

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

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

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** January 3, 2020

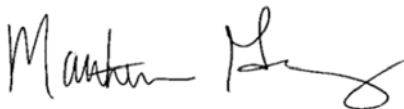
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY2019-2020 Budget.

**Discussion/Analysis:** Transfer from Manchester High School Interscholastic Sports Field Trips in the amount of \$2,000.00. Transfer to Manchester High School Interscholastic Dues and Fees in the amount of \$2,000.00.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY2019-2020 Budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020

**Manchester Public Schools  
Manchester, Connecticut**

TO: Accounting Department

School/Department: Manchester High School

Date of Request: 1/3/2020

Approver: Katelyn Miner

Date Approved: 1/3/2020

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**JUSTIFICATION (Required Field):** To fund additional entry fees for sporting events.
 

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


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**DECREASE In whole dollars only:**\$ 2,000.00 Account # 31461270 5512Description: Interscholastic Sports Field Trips

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 2,000.00 **TOTAL DECREASE****INCREASE In whole dollars only:**\$ 2,000.00 Account # 31461320 5810Description: Interscholastic Sports Dues & Fees

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_

Description: \_\_\_\_\_

\$ 2,000.00 **TOTAL INCREASE (Must match total decrease)****Accounting Department Only**Board Approval Needed: Yes X No \_\_\_\_\_

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

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

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation, Title I, Part A – *Improving Basic Programs* Grant FY 2019-2021  
**Date:** December 13, 2019

**Background:**

The Connecticut State Department of Education has awarded funding under the Title I, Part A - *Improving Basic Programs* Grant FY 2019-2021. This grant will be used to support district and school improvement efforts.

**Discussion/Analysis:**

The Title I, Part A – *Improving Basic Programs* Grant FY 2019-2021 grant will support programs to ensure that all students demonstrate the competencies and skills necessary to achieve mastery in literacy and numeracy as articulated in the Connecticut's Core Standards. Strategies will be implemented to increase the level of students ready for learning in school and beyond, particularly those in underperforming subgroups, as measured by state and local assessments.

**Financial Impact:**

None

**Other Board/Commission Action:**

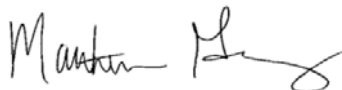
None

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$1,859,022 under the Title I, Part A – *Improving Basic Programs* Grant FY 2019-2021, to be funded by the Connecticut State Department of Education.

**Attachments:**

Award letter and budget



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Matthew Geary  
Superintendent of Schools  
January 7, 2019



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. 107-110  
CFDA #: 84.010A  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-20679-2020-82070-170002

2 Grant Title

TITLE I IMPROVING BASIC PROGRAMS

5 Award Period

7/1/2019 - 6/30/2021

3 Education Staff

Program Manager:

Marlene Padernacht 860-713-6568

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$1,859,022

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

Although this grant is issued for a two-year period, Section 1127 of P.L. 107-110 requires that 85% of this Title I allocation must be expended by September 30, 2020. This requirement does not apply to districts that receive less than \$50,000 in Title I funds. The percentage limitation on carryover funds may be waived once every three years if the State Department of Education deems a district's waiver request to be reasonable and necessary.

This grant has been approved.

12/12/2019

Desi Nesmith

# **BUDGET FORM**

Created On: 12/12/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** TITLE I IMPROVING BASIC PROGRAMS  
**Project Title:**  
**Fund:** 12060      **SPID:** 20679      **Year:** 2020      **PROG:** 82070      **CF1:** 170002      **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2021  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077  
**Authorized Amount:** \$1,859,022

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$1,859,022

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>PUB BUD</b>	<b>NPUB BUD</b>	<b>NEGL BUD</b>
100	PERSONAL SERVICES - SALARIES	1,313,674	6,000	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	157,209	567	
300	PURCHASED PROF/TECH SERVICES	308,397		
400	PURCHASED PROPERTY SERVICES			
500	OTHER PURCHASED SERVICES	5,000	6,284	3,000
600	SUPPLIES	44,046	3,100	5,939
700	PROPERTY		3,506	1,800
800	MISCELLANEOUS			500
914	INTERNAL TRANSFERS			
917	INDIRECT COST			
	<b>TOTAL</b>	<b>\$1,828,326</b>	<b>\$19,457</b>	<b>\$11,239</b>

**Original Request Date:** 10/1/2019

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**This budget was approved by Marlene Padernacht on 11/27/2019.**



## Town of Manchester Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation, Title II, Part A – *Supporting Effective Instruction* Grant FY 2019-2021  
**Date:** December 13, 2019

**Background:**

The Connecticut State Department of Education has awarded funding under the Title II, Part A – *Supporting Effective Instruction* Grant FY 2019-2021. This grant will be used to ensure that all students are performing at or above grade level.

**Discussion/Analysis:**

The Title II, Part A – *Supporting Effective Instruction* Grant FY 2019-2021 grant will support programs to ensure that all students identified as not reaching goal receive intensive intervention that will significantly accelerate their academic progress. As a result of these targeted interventions in numeracy and science instruction, regular instruction and additional services such as tutoring, fewer students will need referrals for special education services and more students will meet their fullest learning potential. Methods implemented for this approach include, but are not limited to: numeracy/literacy training and ongoing professional development, as well as a focused attention on quality Tier I instruction for all students.

**Financial Impact:**

None

**Other Board/Commission Action:**

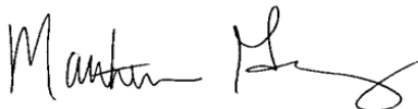
None

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$266,286 under the Title II, Part A – *Supporting Effective Instruction* Grant FY 2019-2021, to be funded by the Connecticut State Department of Education.

**Attachments:**

Award letter and budget




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Matthew Geary  
 Superintendent of Schools  
 January 13, 2020



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

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1 Grant Recipient

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

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 107-110  
CFDA #: 84.367A  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-20858-2020-84131-170002

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2 Grant Title

TITLE II-PART A TEACHERS

5 Award Period

7/1/2019 - 6/30/2021

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3 Education Staff

Program Manager:

Marlene Padernacht 860-713-6568

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$266,286

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

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This grant has been approved.

12/12/2019

Desi Nesmith

# **BUDGET FORM**

Created On: 12/12/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** TITLE II-PART A TEACHERS  
**Project Title:**  
**Fund:** 12060      **SPID:** 20858      **Year:** 2020      **PROG:** 84131      **CF1:** 170002      **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2021  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077  
**Authorized Amount:** \$266,286

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$266,286

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>PUB BUD</b>	<b>NPUB BUD</b>
100	PERSONAL SERVICES - SALARIES	62,502	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	16,702	
300	PURCHASED PROF/TECH SERVICES	134,180	32,399
400	PURCHASED PROPERTY SERVICES		3,000
500	OTHER PURCHASED SERVICES		7,316
600	SUPPLIES	5,000	2,500
700	PROPERTY		2,687
800	MISCELLANEOUS		
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	<b>TOTAL</b>	<b>\$218,384</b>	<b>\$47,902</b>

**Original Request Date:** 10/1/2019

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**This budget was approved by Marlene Padernacht on 11/27/2019.**

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation Bilingual Grant for Fiscal Year 2019-2020

**Date:** December 13, 2019

**Background:** The Connecticut State Department of Education has awarded funding under the Bilingual Education Grant FY 2019-2020. This grant will be used to support children identified as English Language Learners (ELL) in our schools.

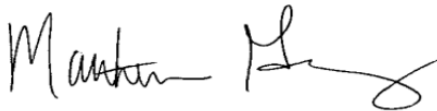
**Discussion/Analysis:** The FY 2019-2020 Bilingual Education Grant will be used to purchase materials to support the language and transition needs of Bilingual students at each school and support parental activities for ELL students and families.

**Financial Impact:** The District has been granted \$7,888 for the 2019-2020 FY

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors establish an appropriation for \$7,888 under the FY 2019-2020 Bilingual Education grant, to be funded by the Connecticut State Department of Education.

**Attachments:** None



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Matthew Geary  
Superintendent of Schools  
January 13, 2020



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

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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.10-17a-h  
CFDA #: None  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 11000-17042-2020-82079-170002

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2 Grant Title

BILINGUAL EDUCATION

5 Award Period

7/1/2019 - 6/30/2020

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3 Education Staff

Program Manager:

Megan Alubicki (860) 713-6786

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$7,888

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

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This grant has been approved.

12/12/2019

Desi Nesmith

# **BUDGET FORM**

Created On: 12/12/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** BILINGUAL EDUCATION  
**Project Title:**  
**Fund:** 11000      **SPID:** 17042      **Year:** 2020      **PROG:** 82079      **CF1:** 170002      **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2020  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077  
**Authorized Amount:** \$7,888

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$7,888

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET</b>
100	PERSONAL SERVICES - SALARIES	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
300	PURCHASED PROF/TECH SERVICES	1,961
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	2,927
600	SUPPLIES	3,000
700	PROPERTY	
800	MISCELLANEOUS	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$7,888</b>

**Original Request Date:** 9/30/2019

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**This budget was approved by Megan Alubicki on 12/11/2019.**

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation, Title III, Part A English Language Acquisition, FY 2019-2021  
**Date:** December 18, 2019

**Background:**

The Connecticut State Department of Education has awarded FY 2019-2021 funding under the Title III, Part A, English Language Acquisition and Language Enhancement. This grant will provide support to limited English proficient students to become proficient in English and reach high academic standards, at a minimum attaining proficiency or better in reading and mathematics.

**Discussion/Analysis:**

The FY 2019-2021 Title III, Part A, English Language Acquisition Grant will be used to support tutors and provide an ELL Homework club at the secondary level and to purchase supplies and material for use by English Language Learning students.

**Financial Impact:**

The District has been granted \$53,358 from the State for FY 2019-2021.

**Other Board/Commission Action:**

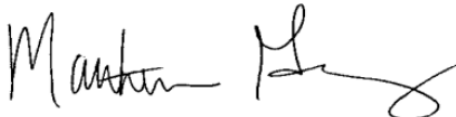
None

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$53,358 under the FY 2019-2021 Title III, Part A, English Language Acquisition and Language Enhancement grant, to be funded by the Connecticut State Department of Education.

**Attachments:**

Award letter and budget



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Matthew Geary  
Superintendent of Schools  
January 13, 2020



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

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1 Grant Recipient

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

4 Award Information

Grant Type: FEDERAL  
Statute: P.L. 107-110  
CFDA #: 84.365A  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-20868-2020-82075-170002

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2 Grant Title

TITLE III PART A ENGLISH LANG. ACQUIS.

5 Award Period

7/1/2019 - 6/30/2021

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3 Education Staff

Program Manager:

Megan Alubicki (860) 713-6786

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$53,358

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

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This grant has been approved.

12/17/2019

Desi Nesmith



# **BUDGET FORM**

Created On: 12/17/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** TITLE III PART A ENGLISH LANG. ACQUIS.  
**Project Title:**  
**Fund:** 12060      **SPID:** 20868      **Year:** 2020      **PROG:** 82075      **CF1:** 170002      **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2021  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077  
**Authorized Amount:** \$53,358

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$53,358

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>PUBLIC</b>	<b>NON-PUBLIC</b>
100	PERSONAL SERVICES - SALARIES		
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
300	PURCHASED PROF/TECH SERVICES	34,236	
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES	2,920	135
600	SUPPLIES	10,567	
700	PROPERTY	5,000	
800	MISCELLANEOUS	500	
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	<b>TOTAL</b>	<b>\$53,223</b>	<b>\$135</b>

**Original Request Date:** 12/11/2019

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**This budget was approved by Megan Alubicki on 12/17/2019.**

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation Priority School District Grant FY19/20  
**Date:** December 18, 2019

**Background:** Per Connecticut General Statutes Sec. 10-266p, the State Board of Education administers a priority school district grant program to assist designated school districts in improving student achievement and enhancing opportunities, including early reading intervention programs. Grant awards are authorized after proposals have been submitted by eligible school districts and approved through the Commissioner.

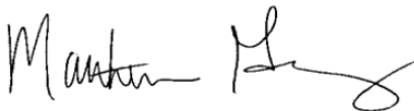
**Discussion/Analysis:** Priority School District funding may be used to focus on the following initiatives: (1) the creation or expansion of programs or activities related to dropout prevention; (2) alternative and transitional programs for students having difficulty succeeding in traditional education programs; (3) academic enrichment, tutorial and recreation programs or activities in school buildings during non-school hours and during the summer; (4) development or expansion of extended-day kindergarten programs, (5) development or expansion of early reading intervention programs including summer and after-school programs; (6) enhancement of the use of technology to support instruction or to improve parent-teacher communication; (7) initiatives to strengthen parent involvement in the education of children and parent; and other community involvement in school and school district programs; or (8) for purposes of obtaining accreditation for elementary and middle schools from the New England Association of Schools and Colleges. At least 20% of each grant shall be used for early reading intervention programs.

**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 FY19/20 for the Priority School District grant in the amount of \$829,017.

**Attachments:** Award letter and budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020



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. 10-266q  
CFDA #: None  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 11000-17043-2020-82052-170002

2 Grant Title

PRIORITY SCHOOL DISTRICTS

5 Award Period

7/1/2019 - 6/30/2020

3 Education Staff

Program Manager:

Michael Kent

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$829,017

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

Funds that support this contract may be provided by various Federal agencies, including but not limited to the U.S. Department of Health and Human Services through a number of grants, block grants, and grants-in aid, including, but not limited to the Child Care and Development Fund (CCDF) and/or the Temporary Assistance for Needy Families Block Grant (TANF). Each federal block grant has a federal Catalog of Federal Domestic Assistance requirements specific to each block grant. The CFDA numbers are as follows: CCDBG-93575 and TANF-93.558. The Contractor shall communicate the above language to all subcontractors that perform services as delineated in a subcontract agreement. The contractor also shall maintain, and require all subcontractors to maintain any necessary data and documentation required for the auditing of any of the grant funds.

This grant has been approved.

12/17/2019

Desi Nesmith

# **BUDGET FORM**

Created On: 12/17/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** PRIORITY SCHOOL DISTRICTS  
**Project Title:** PRIORITY SCHOOL DISTRICTS FUNDING  
**Fund:** 11000 **SPID:** 17043 **Year:** 2020 **PROG:** 82052 **CF1:** 170002 **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2020 **Authorized Amount:** \$829,017  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$829,017

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET</b>
100	PERSONAL SERVICES - SALARIES	809,017
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
300	PURCHASED PROF/TECH SERVICES	20,000
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	
600	SUPPLIES	
700	PROPERTY	
800	MISCELLANEOUS	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$829,017</b>

**Original Request Date:** 9/30/2019

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**This budget was approved by Michael Kent on 12/17/2019.**

Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation Priority School District – Summer School Grant FY19/20

**Date:** December 18, 2019

**Background:** Connecticut General Statutes Sec. 10-265m establishes grants for summer school programs in Priority School Districts. Funds are to be used for summer school for students in grades K-3 who are substantially deficient in reading in order to provide instruction that incorporates the competencies for early reading success and effective reading. Priority is given first to elementary and then to middle schools with the highest number of students who are substantially deficient in reading.

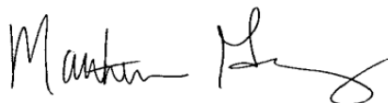
**Discussion/Analysis:** School Accountability – Summer School Priority School District funding will be used to assist funding of Summer Academy Advantage of Manchester (SAAM). SAAM is a summer program that is held for students in need of reading acceleration. The program is an effort to reduce the summer reading slide.

**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 FY19/20 for the Priority School District – Summer School Grant in the amount of \$151,506.

**Attachments:** Award letter and budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

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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. 10-265m  
CFDA #: None  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 11000-17043-2020-82055-170002

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2 Grant Title

PRIORITY SCHOOL DISTRICT - SUMMER SCHOOL

5 Award Period

7/1/2019 - 6/30/2020

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3 Education Staff

Program Manager:

Michael Kent

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$151,506

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

Funds that support this contract may be provided by various Federal agencies, including but not limited to the U.S. Department of Health and Human Services through a number of grants, block grants, and grants-in aid, including, but not limited to the Child Care and Development Fund (CCDF) and/or the Temporary Assistance for Needy Families Block Grant (TANF). Each federal block grant has a federal Catalog of Federal Domestic Assistance requirements specific to each block grant. The CFDA numbers are as follows: CCDBG-93575 and TANF-93.558. The Contractor shall communicate the above language to all subcontractors that perform services as delineated in a subcontract agreement. The contractor also shall maintain, and require all subcontractors to maintain any necessary data and documentation required for the auditing of any of the grant funds.

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This grant has been approved.

12/17/2019

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Desi Nesmith

# **BUDGET FORM**

Created On: 12/17/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER **Grantee:** 077-000  
**Grant Title:** PRIORITY SCHOOL DISTRICT - SUMMER SCHOOL  
**Project Title:**  
**Fund:** 11000 **SPID:** 17043 **Year:** 2020 **PROG:** 82055 **CF1:** 170002 **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2020 **Authorized Amount:** \$151,506  
**Project Code:** SDE000000000002

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$151,506

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET</b>
100	PERSONAL SERVICES - SALARIES	151,506
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
300	PURCHASED PROF/TECH SERVICES	
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	
600	SUPPLIES	
700	PROPERTY	
800	MISCELLANEOUS	
	<b>TOTAL</b>	<b>\$151,506</b>

**Original Request Date:** 9/30/2019

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**This budget was approved by Michael Kent on 12/17/2019.**

Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation Alliance District Grant FY19/20

**Date:** December 18, 2019

**Background:** The Alliance District program is a unique and targeted investment in Connecticut's 33 lowest-performing districts. Connecticut General Statute Section 10-262u establishes a process for identifying Alliance Districts and allocating increased Education Cost Sharing (ECS) funding to support district strategies to dramatically increased student outcomes and close achievement gaps by pursuing bold and innovative reforms.

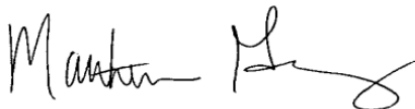
**Discussion/Analysis:** Alliance District's receipt of designated ECS funding is conditioned upon district submission and Commissioner of Education's approval of a plan, district progress and performance relative to that plan, and subsequent plans on an annual basis and approved plans aligned to the goals of the program. Annual plan approval is predicated upon district implementation and performance during the prior year.

**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 FY19/20 for the Alliance District grant in the amount of \$5,609,443.

**Attachments:** Award letter and budget.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020





STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

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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. 10-262k  
CFDA #: None  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 11000-17041-2020-82164-170002

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2 Grant Title

ECS - ALLIANCE DISTRICT FUNDING

5 Award Period

7/1/2019 - 6/30/2020

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3 Education Staff

Program Manager:

Michael Kent

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$5,609,443

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

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This grant has been approved.

12/17/2019

Desi Nesmith

# **BUDGET FORM**

Created On: 12/17/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** ECS - ALLIANCE DISTRICT FUNDING  
**Project Title:** ALLIANCE DISTRICT FUNDING  
**Fund:** 11000 **SPID:** 17041 **Year:** 2020 **PROG:** 82164 **CF1:** 170002 **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2020 **Authorized Amount:** \$5,609,443  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$5,609,443

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET</b>
100	PERSONAL SERVICES - SALARIES	4,649,162
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	100,000
300	PURCHASED PROF/TECH SERVICES	339,000
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	62,000
600	SUPPLIES	335,281
700	PROPERTY	100,000
800	MISCELLANEOUS	24,000
	<b>TOTAL</b>	<b>\$5,609,443</b>

**Original Request Date:** 10/3/2019

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**This budget was approved by Michael Kent on 12/17/2019.**

**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

	Systemic Correction	Expected Outcome	Person(s) Responsible	Documentation	Timetable for Accomplishment
<b>Personnel policies</b> 1302.90(c)Standards of Conduct (1) A program must ensure all staff, consultants, contractors, and volunteers abide by the program's standards of conduct that: (ii) Ensure staff, consultants, contractors, and volunteers do not maltreat or endanger the health or safety of children, including at a minimum, that staff do not: (A) Use corporal punishment; (B) Use isolation to discipline a child; (C) Bind or tie a child to restrict movement or tape a child's mouth (D) Use or withhold food as a punishment or reward; (E) Use toilet learning/training methods that punish, demean, or humiliate a child; (F) Use any form of emotional abuse, including public or private humiliation, rejecting, terrorizing, extended ignoring, or corrupting a child; (G) Physically abuse a child; (H) Use any form of verbal abuse, including profane, sarcastic language, threats, or derogatory remarks about the child or child's family; or, (I) Use physical activity or outdoor time as a punishment or reward;					
<b>Leadership &amp; Governance</b>					
	Review BOE DCF reporting procedure of Head Start staff <ul style="list-style-type: none"> <li>Added notification to the Office of Head Start to procedures</li> <li>Inform BOE of added notification</li> </ul>	Head Start will be notified in a timely manner and all staff will be knowledgeable of DCF Reporting Procedures.	Fuini (Director)  Geary (Superintendent)  Sone-Moyano (HR Director)	Executive Session	Fall 2019
	Review QIP with BOE <ul style="list-style-type: none"> <li>Informed BOE of deficiency and non-compliance - completed</li> <li>Reviewed standards associated with deficiency and non-compliance with BOE - completed</li> <li>Discussed corrective action with BOE - completed</li> </ul>	Full participation and support of corrective action plan to support the safety of all students.	Fuini (Director)  Geary (Superintendent)	Executive Session Agenda	Deficiency, standards, and draft QIP shared at Board of Education meeting 11/4/19 (executive session)  Finalized QIP shared with BOE 1/13/2019
	Establish BOE Supervisor of Early Childhood Programming. Responsibilities include:	Staff will know that the Supervisor of Early Childhood Programming can come in to observe and	Geary (Superintendent)	Sign-in Sheet to 9/18/19 PD	9/18/19 Introduction to Supervisor of Early

**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

	<ul style="list-style-type: none"> <li>Co-evaluate all PK staff, including Head Start and all district integrated programs</li> <li>Identify high leverage social emotional supports within preschools that are aligned to the district Social Emotional Learning curriculum and needed for success in kindergarten</li> <li>Support, coach and organize professional development for preschool through grade 1 educators on the importance of developing executive functioning through purposeful play</li> <li>Support SSAT (Student Staff Assistance Teams) process for early intervention</li> </ul>	<p>recommend strategies to support student safety and prevent an unsafe environment.</p> <p>Staff will know that the Supervisor of Early Childhood Programming will co-facilitate the Student Staff Assistance Team (SSAT) to identify and monitor intervention strategies to ensure the health and safety of children in order to prevent an unsafe environment.</p>	<p>Radikas (Deputy Superintendent)</p> <p>Fuini (Director)</p>	<p>SSAT Guidebook given to each staff member</p> <p>SSAT Referrals</p> <p>SSAT Minutes</p>	<p>Childhood Programming role</p> <p>9/18/19 Introduction to SSAT process to staff</p>
	<p>Review QIP with Policy Council</p> <ul style="list-style-type: none"> <li>Informed PC of deficiency and non-compliance - completed</li> <li>Reviewed standards associated with deficiency and non-compliance with PC - completed</li> <li>Discussed corrective action with PC - completed</li> </ul>	<p>Policy Council will participate in the development of the corrective action plan.</p>	<p>Fuini (Director)</p> <p>Marentes (Family Services Manager)</p>	<p>Policy Council Minutes</p>	<p>9/17/19 Policy Council Meeting</p> <p>1/21/20 Update new Policy Council</p>
<b>Program Planning &amp; Service System Design</b>					
	<p>DCF Mandated Reporter Training for all staff</p> <ul style="list-style-type: none"> <li>Reviewed DCF reporting (of staff) protocol</li> <li>Added to reporting protocol notification to the Office of Head Start</li> </ul>	<p>Staff will report the maltreatment or endangerment of the health or safety of children to DCF, BOE and the Head Start Regional Office.</p>	<p>Fuini (Director)</p>	<p>Agenda</p> <p>Sign-in Sheet</p> <p>DCF Binder (include Head Start correspondence)</p>	<p>8/30/19 DCF Mandated Reporter Training</p> <p>9/9/19 Noon Aide DCF Mandated Reporter Training</p>
	<p>Culture of Safety Training for managers (part 1)</p> <ul style="list-style-type: none"> <li>Introduction to the 10 Action Steps</li> </ul>	<p>Management Team will identify the strengths and challenges of each of the 10 Action Steps to</p>	<p>Torrence (Grantee Specialist)</p>	<p>TA Summary Report</p>	<p>10/22/19 Culture of Safety Training Part I for Managers</p>



**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

		support the implementation of The Culture of Safety.	Urbano (ECE Specialist)	Actions for a Culture of Safety	
	Culture of Safety Training for managers (part 2) <ul style="list-style-type: none"> <li>• Deeper dive into the 10 Action Steps</li> <li>• Review HS Management Systems Wheel</li> <li>• Plan for staff rollout</li> </ul>	Management Team will support the implementation and monitoring of the 10 Action Steps with emphasis on Active Supervision.  Management Team will plan for the introduction of the 10 Action Steps to staff.	Torrence (Grantee Specialist)  Urbano (ECE Specialist)	TA Summary Report  Culture of Safety Strengths/Challenges Chart Reflective sheets  Staff Survey (rollout #1 and #2)	11/1/19 Culture of Safety Training Part II for Managers  11/5/19 Introduction to Culture of Safety PD to certified staff (rollout #1) 12/23/19 Culture of Safety - Active Supervision Staff PD to all staff (rollout #2)
	QIP Review & Feedback with Staff <ul style="list-style-type: none"> <li>• Review &amp; Feedback #1 (baseline data) - completed</li> </ul>	Staff will understand the actions needed to ensure the compliance of Performance Standard 1302.90(c) Standards of Conduct.	Fuini (Director)	QIP Feedback Sheets	10/22/19 Staff Meeting
	Review new teacher "on boarding" <ul style="list-style-type: none"> <li>• Highlight DCF reporting (of staff) protocol - notification to the Office of Head Start</li> <li>• Highlight standards associated with deficiency and non-compliance</li> <li>• Establish introduction of standards as part of coaching cycle</li> </ul>	Newly hired staff will understand the DCF reporting protocol including reporting to Head Start.  Newly hired staff will understand 1302.90(c) Standards of Conduct in order to prevent an unsafe environment.	Crespo (Ed Manager)  Fuini (Director)  Stolzenberg (Social Worker)	QIP Feedback Sheets  Education Manager Notes	10/15/19 new classroom teacher hire  10/22/19 Staff Meeting
	Review Student Staff Assistance Team's (SSAT) process for early intervention <ul style="list-style-type: none"> <li>• Establish team</li> <li>• Establish protocol</li> </ul>	Staff will utilize the Student Staff Assistance Team to identify and monitor intervention strategies to ensure the health and safety of children in order to prevent an unsafe environment.	Fuini (Director)  Gray (BOE Supervisor of Early Childhood)	SSAT PD Sign-in Sheet  SSAT Guidebook  SSAT Referrals  SSAT Minutes	8/13/19 SSAT team members identified 9/18/19 SSAT introduced to staff 11/26/19 first SSAT session

**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

			Stolzenberg (Social Worker)		
	Introduce BOE Behavior Intervention Team as a resource	Staff will know that a member of the Behavior Intervention Team (BIT) can come in to observe and recommend strategies to support student safety and prevent an unsafe environment.	Fuini (Director)  Gray (BOE Supervisor of Early Childhood)  Stolzenberg (Social Worker)	BIT Referrals  BIT Reports	9/18/19 SSAT PD introduced to staff  October 2019 Referrals  10/17/19 BIT Observation
	Positive Child Interactions Training facilitated by Board Certified Behavior Analyst (BCBA)	Teachers will implement strategies to support positive child interactions in order to prevent an unsafe environment.	Fuini (Director)	Sign-in Sheet  Session Notes	2/1/2019 part 1 training 3/22/19 part 2 training
	Share health/wellness supports (monthly notifications)	Staff will understand the resources/strategies available to ensure their mental/social/emotional well being in order to implement a safe environment and prevent an unsafe environment.	Fuini (Director)	Employee Assistance Program - Employee Wellness Newsletter	September 2019 - June 2020 monthly wellness newsletter
	Review on-going monitoring system <ul style="list-style-type: none"> <li>Identify areas of growth - completed</li> </ul>	An established monitoring system will allow the Management Team to support implementation practices focused on active supervision and positive adult/child interactions to ensure the health and safety of children.	Crespo (Ed Manager)  Fuini (Director)  Hodgkins (Nurse)  Marentes	Incident Reports  Root Cause Analysis  Checklists (Playground and Classroom)	November 2019 - June 2020 monthly meetings

**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

			(Ed Manager)  Stolzenberg (Social Worker)		
	Physical/Psychological Management Training (PMT Training) <ul style="list-style-type: none"> <li>August training for most staff - completed</li> <li>Training scheduled based on certification expiration date - completed</li> </ul>	Staff will be able to deescalate an agitated or aggressive student while keeping both the student, environment and themselves safe.	Fuini (Director)	Sign-in Sheets  PMT Strategies	10/9/19 Training 10/29/19 Training 12/6/19 Training 1/21/20 Training
	Learning Walks focused on Classroom Environment <ul style="list-style-type: none"> <li>Establish team</li> <li>Review Environmental Checklist - completed</li> <li>Schedule Learning Walks (November) - completed</li> </ul>	Learning walks are part of the monitoring system to ensure active supervision implementation and positive adult/child interactions to prevent an unsafe environment.	Crespo (Ed Manager)  Fuini (Director)  Gray (BOE Supervisor of Early Childhood)	Learning Walk Summary	1/8/20 1/9/20
	Review CLASS schedule/follow-up process <ul style="list-style-type: none"> <li>Priority to new teachers and identified classrooms</li> <li>Informs coaching focus/cycle</li> <li>Informs professional development planning</li> </ul>	Staff will understand positive child/adult interactions to ensure the health and safety of children in order to prevent an unsafe environment.	Crespo (Ed Manager)  Fuini (Director)  Stolzenberg (Social Worker)	Active Supervision: Reflecting and Planning PD Agenda  CLASS observation schedule  CLASS observation data	12/23/19 CLASS review at Active Supervision: Reflecting and Planning PD  January 2020 scheduled observations (priority to new teachers)



**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

				CLASS meeting minutes	
	Establish Staff Wellness Committee	Identify supports and resources for staff to decrease stress and other factors in order to prevent an unsafe environment.	Fuini (Director)  Hodgkins (Nurse)	Meeting Notes	Fall 2019 Wellness Committee Members Recruited  Meeting held on 12/12/19 Wellness Committee Meeting
<b>Data &amp; Evaluation</b>					
	Train staff in the use of DECA data to inform instruction, environment and classroom management <ul style="list-style-type: none"> <li>Initial training for Family Advocates - 10/30/19</li> <li>Review training for Teachers - 11/12/19</li> </ul>	Staff will understand how DECA data can be used to prevent an unsafe environment.	Crespo (Ed Manager)  Fuini (Director)  Stolzenberg (Social Worker)	Training Notes  Sign-in Sheets  Active Supervision: Reflecting and Planning PD presentation slides  Active Supervision Reflecting and Planning PD Survey	10/30/19 Initial Training for Family Advocates  11/12/19 Review for Certified Teachers  12/10/19 Part II training for Family Advocates  12/23/19 Active Supervision: Reflecting and Planning PD for all staff
	Review program and incident data to evaluate children's safety <ul style="list-style-type: none"> <li>Identify data points (accident reports, behavior incident reports, call/support log, attendance data) - completed</li> <li>Schedule monthly management team review - completed</li> <li>Schedule monthly review with staff - completed</li> </ul>	Utilize data to monitor safety concerns by classroom and building-wide to prevent an unsafe environment.	Crespo (Ed Manager)  Fuini (Director)  Hodgkins (Nurse)  Marentes (Family Services Manager)  Stolzenberg (Social Worker)	Accident Reports  Behavior Incident Reports  Call/Support Log  Attendance	November 2019 - June 2020 monthly meetings



**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

	Systemic Correction	Expected Outcome	Person(s) Responsible	Documentation	Timetable
<b>Achieving Program Goals</b> 1302.102(d)(1)(ii) Reporting (1) A program must submit: (ii) Reports, as appropriate, to the responsible HHS official immediately or as soon as practicable, related to any significant incidents affecting the health and safety of program participants, circumstances affecting the financial viability of the program, breaches of personally identifiable information, or program involvement in legal proceedings, any matter for which notification or a report to state, tribal, or local authorities is required by applicable law, including at a minimum: (A) Any reports regarding agency staff or volunteer compliance with federal, state, tribal, or local laws addressing child abuse and neglect or laws governing sex offenders; (B) Incidents that require classrooms or centers to be closed for any reason; (C) Legal proceedings by any party that are directly related to program operations; and, (D) All conditions required to be reported under 1304.12, including disqualification from the Child and Adult Care Food Program (CACFP) and license revocation.					
<b>Leadership &amp; Governance</b>					
	Review BOE DCF reporting procedure of Head Start staff <ul style="list-style-type: none"> <li>Added notification to the Office of Head Start to procedures</li> <li>Inform BOE of added notification</li> </ul>	Head Start will be notified in a timely manner and all staff will be knowledgeable of DCF Reporting Procedures.	Fuini (Director)  Geary (Superintendent)  Sone-Moyano (HR Director)	Executive Session	Fall 2019
	Review QIP with BOE <ul style="list-style-type: none"> <li>Informed BOE of deficiency and non-compliance - completed</li> <li>Reviewed standards associated with deficiency and non-compliance with BOE - completed</li> <li>Discussed corrective action with BOE - completed</li> </ul>	Full participation and support of corrective action plan to support the safety of all students.	Fuini (Director)  Geary (Superintendent)	Executive Session  Agenda	Deficiency, standards, and draft QIP shared at Board of Education meeting 11/4/19 (executive session)

**MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN**

					Finalized QIP shared with BOE 1/13/2019
	Review QIP with Policy Council <ul style="list-style-type: none"> <li>• Informed PC of deficiency and non-compliance - completed</li> <li>• Reviewed standards associated with deficiency and non-compliance with PC - completed</li> <li>• Discussed corrective action with PC - completed</li> </ul>	Policy Council will participate in the development of the corrective action plan.	Fuini (Director)  Marentes (Family Services Manager)	Policy Council Minutes	9/17/19 Policy Council Meeting  1/21/20 Update new Policy Council
<b>Program Planning &amp; Service System Design</b>					
	DCF Mandated Reporter Training for all staff <ul style="list-style-type: none"> <li>• Reviewed DCF reporting (of staff) protocol</li> <li>• Added to reporting protocol notification to the Office of Head Start</li> </ul>	Staff will report the maltreatment or endangerment of the health or safety of children to DCF, BOE and the Head Start Regional Office.	Fuini (Director)	Agenda  Sign-in Sheet  DCF Binder (include Head Start correspondence)	8/30/19 DCF Mandated Reporter Training  9/9/19 Noon Aide DCF Mandated Reporter Training
	Culture of Safety Training for managers (part 1) <ul style="list-style-type: none"> <li>• Introduction to the 10 Action Steps</li> </ul>	Management Team will identify the strengths and challenges of each of the 10 Action Steps to support the implementation of The Culture of Safety.	Torrence (Grantee Specialist)  Urbano (ECE Specialist)	TA Summary Report  Actions for a Culture of Safety	10/22/19 Culture of Safety Training Part I for Managers
	Culture of Safety Training for managers (part 2) <ul style="list-style-type: none"> <li>• Deeper dive into the 10 Action Steps</li> <li>• Review HS Management Systems Wheel</li> <li>• Plan for staff rollout</li> </ul>	Management Team will support the implementation and monitoring of the 10 Action Steps with emphasis on Active Supervision.	Torrence (Grantee Specialist)  Urbano (ECE Specialist)	TA Summary Report  Culture of Safety Strengths/	11/1/19 Culture of Safety Training Part II for Managers

MANCHESTER BOARD OF EDUCATION HEAD START –  
QUALITY IMPROVEMENT PLAN

		Management Team will plan for the introduction of the 10 Action Steps to staff.		Challenges Chart  Reflective sheets  Staff Survey (rollout #1 and #2)	11/5/19 Introduction to Culture of Safety PD to certified staff (rollout #1)  12/23/19 Culture of Safety - Active Supervision Staff PD to all staff (rollout #2)
	QIP Review & Feedback with Staff <ul style="list-style-type: none"> <li>Review &amp; Feedback #1 (baseline data) - completed</li> </ul>	Staff will understand the actions needed to ensure the compliance of Performance Standard 1302.90(c) Standards of Conduct.	Fuini (Director)	QIP Feedback Sheets	10/22/19 Staff Meeting

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.  
Understanding Root Causes of Inequities Continuation Grant FY 19-21

**Date:** December 19, 2019

**Background:** Through its Understanding Root Causes of Inequities grant fund, the Nellie Mae Education Foundation (NMEF) encourages New England school districts to facilitate inclusive, participatory, and transparent district-community processes that accomplish the following: 1) analyze historical barriers and other patterns that prevent districts from equitably preparing all students (e.g., Black and Latino students, English language learners, special education students, and low-income students) to graduate from high school ready for college and career, and 2) identify student-centered practices and other appropriate interventions that will address the identified equity barriers.

**Discussion/Analysis:** Through this continuation grant, Manchester Public Schools plans to accomplish the following;

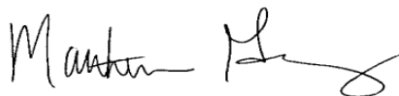
- Host a Summer Institute for current and new youth facilitators on the Youth Equity Squad to go through racial identity training and build skills to lead in spaces traditionally led by adults.
- Review curriculum with Youth Equity Squad to being process for making it more culturally responsive.
- Prepare Youth Equity Squad to present at new teacher orientation with a focus on discussing their work and how they hope to work with the new teachers.
- Engage Youth Equity Squad facilitators into the city's own racial equity process. To create cohesion between the district effort, they will bring Youth Equity Squad into town conversations on racial equity.
- Hold a series of mandatory professional development for all staff in all buildings focused on racial equity. Topics will include history of racism 101, intersectionality, power of privilege, education system inequities, racial identity development, and white privilege.
- Hold youth run conversations about data from the Equity Informed School Climate Assessment. Conversations will be held with board members, administrators, teachers, building staff, and community members to talk about the data, make sense of the challenges, and figure out how to move forward.

**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 FY19/21 for the Nellie Mae Education Foundation, Inc. Understanding Root Causes of Inequities Continuation Grant in the amount of \$50,000.

**Attachments:** None.




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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020



Town of Manchester  
Board of Education

**To:** Manchester Board of Education

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

**Subject:** Item for Appropriation Extended School Hours Grant FY19/20

**Date:** December 27, 2019

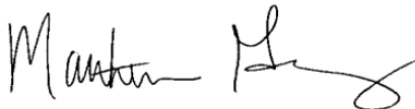
**Background:** Connecticut General Statutes 10-266t establishes grants for Extended School Hours Programs in Priority School Districts. These funds are used for academic, enrichment and recreational programs and shall include, but not be limited to, before and after school hours, weekends, summers and school vacations.

**Discussion/Analysis:** This grant will contribute to funding for MELC's after school care/extended school hour component to include an hour of academics delivered by district elementary teachers.

**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 FY19/20 Extended School Hours Grant in the amount of \$128,948.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
January 13, 2020



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

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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. 10-266t  
CFDA #: None  
SDE Project Code: SDE0000000000002

Grant Number: 077-000 11000-17043-2020-82054-170002

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2 Grant Title

EXTENDED SCHOOL HOURS

5 Award Period

7/1/2019 - 6/30/2020

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3 Education Staff

Program Manager:

Shelby Pons-Rafaniello

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$128,948

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, 2019 and June 30, 2020 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2020. For grants awarded for two-year periods beginning July 1, 2019, 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, 2021. 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.

Funds that support this contract may be provided by various Federal agencies, including but not limited to the U.S. Department of Health and Human Services through a number of grants, block grants, and grants-in aid, including, but not limited to the Child Care and Development Fund (CCDF) and/or the Temporary Assistance for Needy Families Block Grant (TANF). Each federal block grant has a federal Catalog of Federal Domestic Assistance requirements specific to each block grant. The CFDA numbers are as follows: CCDBG-93575 and TANF-93.558. The Contractor shall communicate the above language to all subcontractors that perform services as delineated in a subcontract agreement. The contractor also shall maintain, and require all subcontractors to maintain any necessary data and documentation required for the auditing of any of the grant funds.

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This grant has been approved.

12/23/2019

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

# **BUDGET FORM**

Created On: 12/23/2019

## **ED 114**

**Fiscal Year:** 2020  
**Grantee Name:** MANCHESTER  
**Grant Title:** EXTENDED SCHOOL HOURS  
**Project Title:**  
**Fund:** 11000      **SPID:** 17043      **Year:** 2020      **PROG:** 82054      **CF1:** 170002      **CF2:**  
**Grant Period:** 7/1/2019 - 6/30/2020  
**Project Code:** SDE000000000002

**Funding Status:** Final  
**Vendor ID:** 00077  
**Authorized Amount:** \$128,948

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

**LOCAL BALANCE:**

**CARRYOVER DUE:**

**CURRENT DUE:** \$128,948

<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET</b>
100	PERSONAL SERVICES - SALARIES	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
300	PURCHASED PROF/TECH SERVICES	35,780
400	PURCHASED PROPERTY SERVICES	
500	OTHER PURCHASED SERVICES	74,520
600	SUPPLIES	18,648
700	PROPERTY	
800	MISCELLANEOUS	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$128,948</b>
XCUR	CURRICULUM DEVELOPMENT	
XEQS	TOTAL EQUIPMENT/SUPPLIES	
XPAR	TOTAL PARENTAL ACTIVITIES	
XPRD	TOTAL PROFESSIONAL DEVELOPMENT	
XSAL	TOTAL SALARIES	

**Original Request Date:** 9/30/2019

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**This budget was approved by Shelby Pons-Rafaniello on 12/17/2019.**

Proposed Manchester Public Schools Calendar

**School Begins: August 27, 2020**

2020	M	T	W	Th	F
<b>August</b>	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
					3
<b>September</b>		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		
					21
<b>October</b>				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
					21
<b>November</b>	2	3	4	5	6
	9	10	*11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30				
					17
<b>December</b>		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	
					17

When it becomes necessary to close schools due to snow conditions or other unusual circumstances such as power failure, announcements will be made on the following TV/radio stations:

**WVIT Channel 30, WFSB Channel 3, WTNH Channel 8, WDRC 1360 AM & 102.9 FM, WWYZ 92.5 FM, WTIC 1080 AM & 96.5 FM, WKSS 95.7 FM, WHCN 106 FM**

In addition, automated notification of school closings are sent via Blackboard.

**2020-2021 School Year**

**First Day of School:**

Grades K - 7 and Grade 9: **August 27**  
Grade 8 and Grades 10 - 12: **August 28**  
Head Start: (Early Release): September 2, 3, and 4;  
(Full Day): September 8

**New Teacher Orientation:**

☐ (school not in session) August 19, 20, and 21

**District Professional Development Days:**

☐ (school not in session) August 24, 25, and 26  
and November 3 and 11

☐ (abbreviated day for students) September 16 and 30,  
October 14 and 28, February 24, March 17 and 31,  
April 28, and May 12

**School Conferences/Early Release**

☐ Grades PreK - 12

November 18 and 19, and March 10 and 11

☐ Grades PreK - 6 ONLY

November 20 and March 12

**Abbreviated Day for Students and Staff**

☐ November 25, December 23, and

June 11, or last day of school

**Holiday/Vacation Period**

September 7 Labor Day

October 12 Indigenous Peoples Day

\*November 11 \*Veterans Day/PD

November 26 - 27 Thanksgiving Recess

December 24 - January 1 Vacation Period

January 6 Three Kings Day

January 18 Martin Luther King, Jr.

February 15 - 16 Presidents' Day

April 2 Good Friday

April 12 - 16 Vacation Period

May 13 Eid al-Fitr

May 31 Memorial Day

Please see reverse for additional information.

**School Ends: June 11, 2021**

H - 1

2021	M	T	W	Th	F
<b>January</b>					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
					18
<b>February</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
					18
<b>March</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		
					23
<b>April</b>				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
					16
<b>May</b>	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
					19
<b>June</b>		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		
					9

Total days = 182

**Adopted:**

**Revised:**

**Tentative High School Graduation Date: TBD**



Proposed Manchester Public Schools Calendar

School Bell Times 2020-2021										
	Regular Day		Abbreviated Day or Conference Day		Emergency Dismissal		Delayed Opening - 2 Hour Delay		Delayed Opening - 3 Hour Delay	
	Start	End	Start	End	Start	End	Start	End	Start	End
Manchester High School, Grades 9 – 12	7:30 a.m.	2:00 p.m.	7:30 a.m.	11:00 a.m.	7:30 a.m.	10:00 a.m.	9:30 a.m.	2:00 p.m.	10:30 a.m.	2:00 p.m.
Bentley Alternative Education	7:30 a.m.	2:00 p.m.	7:30 a.m.	11:00 a.m.	7:30 a.m.	10:00 a.m.	9:30 a.m.	2:00 p.m.	10:30 a.m.	2:00 p.m.
Manchester Regional Academy	7:30 a.m.	2:00 p.m.	7:30 a.m.	11:00 a.m.	7:30 a.m.	10:00 a.m.	9:30 a.m.	2:00 p.m.	10:30 a.m.	2:00 p.m.
Illing Middle School, Grades 7 – 8	8:15 a.m.	2:45 p.m.	8:15 a.m.	11:45 a.m.	8:15 a.m.	10:45 a.m.	10:15 a.m.	2:45 p.m.	11:15 a.m.	2:45 p.m.
Manchester Middle Academy, Grades 5 - 8	8:15 a.m.	2:45 p.m.	8:15 a.m.	11:45 a.m.	8:15 a.m.	10:45 a.m.	10:15 a.m.	2:45 p.m.	11:15 a.m.	2:45 p.m.
Bennet Academy, Grades 5 - 6	8:15 a.m.	2:45 p.m.	8:15 a.m.	11:45 a.m.	8:15 a.m.	10:45 a.m.	10:15 a.m.	2:45 p.m.	11:15 a.m.	2:45 p.m.
Preschool (all locations) Monday – Thursday										
AM Program	8:15 a.m.	11:00 a.m.	8:15 a.m.	11:00 a.m.	8:15 a.m.	10:45 a.m.	No AM PreK	No AM PreK	No AM PreK	No AM PreK
PM Program	12:00 p.m.	2:45 p.m.	No PM PreK	No PM PreK	No PM PreK	No PM PreK	12:00 p.m.	2:45 p.m.	12:00 p.m.	2:45 p.m.
Friday – AM Program	8:15 a.m.	11:00 a.m.	8:15 a.m.	11:00 a.m.	8:15 a.m.	10:45 a.m.	No PreK	No PreK	No PreK	No PreK
Elementary Schools, Grades K – 4	9:10 a.m.	3:40 p.m.	9:10 a.m.	12:40 p.m.	9:10 a.m.	11:40 a.m.	11:10 a.m.	3:40 p.m.	12:10 p.m.	3:40 p.m.
Head Start	9:10 a.m.	3:40 p.m.	9:10 a.m.	12:40 p.m.	9:10 a.m.	11:40 a.m.	11:10 a.m.	3:40 p.m.	12:10 p.m.	3:40 p.m.

	Mid-term Progress Reports	End of Marking Periods
Manchester High School, Grades 9 - 12	September 28, 2020; December 9, 2020; February 23, 2021; April 30, 2021	November 2, 2020; January 20, 2021 (exams January 21 - 26); March 24, 2021; June 4, 2021 (exams June 7 - 10)
Illing Middle School, Grades 7 - 8	September 28, 2020; December 9, 2020; February 23, 2021; April 30, 2021	November 2, 2020; January 20, 2021; March 24, 2021; June 4, 2021
Manchester Middle Academy, Grades 5 - 8	September 28, 2020; December 9, 2020; February 23, 2021; April 30, 2021	November 2, 2020; January 20, 2021; March 24, 2021; June 4, 2021
Bennet Academy, Grades 5 - 6	September 28, 2020; December 9, 2020; February 23, 2021; April 30, 2021	November 2, 2020; January 20, 2021; March 24, 2021; June 4, 2021
Elementary Schools, Grades K - 4	October 9, 2020; January 21, 2021; April 27, 2021	November 25, 2020; March 8, 2021; June 10, 2021

In compliance with Board of Education policy 6111, in the event of school closings due to bad weather, make-up days will begin June 14 through June 25, 2021. If there are three (3) or more snow days prior to January 31, 2021, school will be held on Tuesday, February 16, 2021. If more than 10 (ten) days are needed, days will be taken from April vacation starting with Friday, April 16, 2021.