A. OPENING
   1) Call to order
   2) Pledge of Allegiance
   3) Approval of Board of Education Minutes – February 9, 2016

B. CONSENT CALENDAR
   1) Personnel Information
   2) Transfer of Funds
   3) Permission to apply for FY15-17 for the Robotics Education & Competition Foundation Grant in the amount of $11,300
   4) Permission to apply for FY15-16 for the Heisman Scholars – Achieving by Reading Program Grant in the amount of $220,000
   5) Establish an appropriation for FY15-17 for the General Improvements to Alliance Districts’ School Building Grant Program in the amount of $1,098,500
   6) Establish an appropriation for FY15-16 for the Instructors of the Handicapped (IOH) Pool Repairs at Manchester High School in the amount of $229,000
   7) Approval of donation to Manchester High School for “general use and purposes” from the estate of Ms. Virginia Ryan in the amount of $117,250
   8) Permission to apply for FY16-17 for the Low-Performing Schools Bond Funding in the amount of $500,000

C. COMMITTEE REPORTS

D. REPORT FROM STUDENT REPRESENTATIVE
   1) Ms. Lori Fogg and Ms. Shania Stanton
   2) PTA President Update – Ms. Christine Cardosa

E. PUBLIC COMMENTS (any item before the board)

F. SUPERINTENDENT’S REPORT
   1) CABE Communications Award – Mr. Donald Harris, Area Director
   2) Family Community Partnership – Dr. Scott Ratchford, Director

G. UNFINISHED BUSINESS - None

H. NEW BUSINESS - None
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

Jessica Sylvan to be a School Psychologist for the Bentley Alternative Education Program. Ms. Sylvan received a Sixth Year Certificate in School Psychology and a Master of Science in School Psychology degree at University of Hartford. Ms. Sylvan resides in Newington. It is recommended her appointment be approved effective February 10, 2016 (MA+30/Step 7, $61,492).

RESIGNATIONS

Christopher Murphy, Grade 2 teacher at Buckley Elementary School has submitted a letter of resignation for personal reasons effective the end of business on March 14, 2016. Mr. Murphy has been with Manchester Public Schools since August 26, 2013. It is recommended that his request be approved.

Diane Sandler, Family and Consumer Science teacher at Manchester High School has submitted a letter of resignation for retirement purposes effective the end of business on June 30, 2016. Ms. Sandler has been with Manchester Public Schools since August 30, 2012. It is recommended that her request be approved.
Town of Manchester
Board of Education

To:            Manchester Board of Education
From:         Mr. Matthew Geary, Superintendent of Schools
Subject:       Transfer of Funds
Date:          February 12, 2016

**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Systemwide Science Dues and Fees account to Systemwide Science Instructional Supplies and Materials account. A total transfer of $560 is being requested.

**Financial Impact:** None

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
TRANSFER
Manchester Public Schools
Manchester, Connecticut

To: Accounting Department

Date: 2/10/16

School:

Approval Signature:  

Date of Approval: 2.12.16

JUSTIFICATION:
Transfer to purchase instructional supplies

| SUBJECT: | Science |
| DECREASE: | |
| $560.00 | Account #: 140991005810 | Description: Dues & Fees |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

| INCREASE: | |
| $560.00 | Account #: 140991005611 | Description: Instructional Supplies |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

Accounting Department Only

Board Approval Needed: X Yes No

Date of Board Approval: ____________________________

Date Completed: ____________________________ Name: ____________________________
To: Manchester Board of Education

From: Mr. Matthew Geary, Superintendent of Schools

Subject: Transfer of Funds

Date: February 12, 2016

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

Discussion/Analysis: Transfer from Systemwide Math Dues and Fees account to Systemwide Math Professional Development account. A total transfer of $895 is being requested.

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
**TRANSFER**
Manchester Public Schools
Manchester, Connecticut

To: Accounting Department
School: Central Office
Date: 2/10/16
Approval Signature: [Signature]
Date of Approval: 2/12/16

**JUSTIFICATION:**
Transfer for professional development

<table>
<thead>
<tr>
<th>SUBJECT:</th>
<th>Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>DECREASE:</td>
<td></td>
</tr>
<tr>
<td>$ 895.00</td>
<td>Account #: 130991005810</td>
</tr>
<tr>
<td>$</td>
<td>Account #:</td>
</tr>
<tr>
<td>$</td>
<td>Account #:</td>
</tr>
</tbody>
</table>

| INCREASE: | | |
| $ 895.00 | Account #: 130992215320 | Description: Professional Development |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

Accounting Department Only

Board Approval Needed: X Yes No

Date of Board Approval: 

Date Completed: _____________ Name: _____________________

Z:\Budget Transfer Form.docx
To: Manchester Board of Education

From: Mr. Matthew Geary, Superintendent of Schools

Subject: Transfer of Funds

Date: February 16, 2016

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

Discussion/Analysis: Transfer from Systemwide Music Office Supplies and Materials account to Systemwide Music Dues and Fees account. A total transfer of $554 is being requested.

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
Manchester Public Schools  
Manchester, Connecticut  

To: Accounting Department  
School: Town Wide Music  
Principal's Sign: Keith Berry  
Date of Approval: 2/16/16  

JUSTIFICATION (Required Field):  
Insufficient funds in 5810 to pay for CMEA All-State Music Festival for 5 MHS students  

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

<table>
<thead>
<tr>
<th>DECREASE in whole dollars only:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$554.00</td>
<td>Account # 13299100 5680</td>
</tr>
<tr>
<td>$____</td>
<td>Account #____</td>
</tr>
<tr>
<td>$____</td>
<td>Account #____</td>
</tr>
<tr>
<td><strong>$554.00</strong> TOTAL DECREASE</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INCREASE in whole dollars only:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$554.00</td>
<td>Account # 13299100 5810</td>
</tr>
<tr>
<td>$____</td>
<td>Account #____</td>
</tr>
<tr>
<td>$____</td>
<td>Account #____</td>
</tr>
<tr>
<td><strong>$554.00</strong> TOTAL INCREASE (Must match total decrease)</td>
<td></td>
</tr>
</tbody>
</table>

Accounting Department Only  

Board Approval Needed: Yes [x]  
No [ ]  

Date of Board Approval:  

Date Transfer Completed:  
Name:  

2-10
To: Manchester Board of Education

From: Mr. Matthew Geary, Superintendent of Schools

Subject: Transfer of Funds

Date: February 4, 2016

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

Discussion/Analysis: Transfer from Systemwide ELL Contracted Services account to Systemwide ELL Professional Development account. A total transfer of $890 is being requested.

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
TRANSFER
Manchester Public Schools
Manchester, Connecticut

To: Accounting Department
School: Central Office
Date: 2-9-2016
Approval Signature:  
Date of Approval: 2-4-16

JUSTIFICATION:
To fund professional development

| SUBJECT: | TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER |
| DECREASE: | Contracted Services |
| $ 890.00 | Account #: 116 99100 5430 | Description: Cont. Services |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

| INCREASE: | Professional Development |
| $ 890.00 | Account #: 116 99100 5320 | Description: Prof. Dev. |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

Accounting Department Only

Board Approval Needed: X Yes No
Date of Board Approval:

Date Completed: Name:

Z:\Forms\Budget Transfers\Blank Form - Budget Transfer.doc
Town of Manchester  
Board of Education

To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: February 10, 2016

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

Discussion/Analysis: Transfer from Systemwide Elementary Enrichment Printing and Advertising account to Systemwide Elementary Enrichment Instructional Supplies and Materials account. A total transfer of $1,000 is being requested.

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 22, 2016
Manchester Public Schools  
Manchester, Connecticut  

To: Accounting Department  
Date: 2/9/2016  

School: Kennedy Education Center  
Principal's Sign:  
Date of Approval: 2/10/16  

JUSTIFICATION (Required Field): Move money from Enrichment Program Printing/Advertising to Instructional Support to pay for CogAT answer sheets.

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

<table>
<thead>
<tr>
<th>DECREASE In whole dollars only:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 1,000.00</td>
<td>Account # 17020100 5540</td>
</tr>
<tr>
<td>$</td>
<td>Account #</td>
</tr>
<tr>
<td>$</td>
<td>Account #</td>
</tr>
<tr>
<td>$ 1,000.00 TOTAL DECREASE</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INCREASE In whole dollars only:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 1,000.00</td>
<td>Account # 17020100 5611</td>
</tr>
<tr>
<td>$</td>
<td>Account #</td>
</tr>
<tr>
<td>$</td>
<td>Account #</td>
</tr>
<tr>
<td>$ 1,000.00 TOTAL INCREASE (Must match total decrease)</td>
<td></td>
</tr>
</tbody>
</table>

Accounting Department Only

Board Approval Needed: Yes ☑ 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: February 2, 2016

Background: In accordance with Board of Education Policy 3160, Transfer of  
Funds between Categories, I am requesting the Board approve the  
following transfers in the FY 2015-2016 Budget.

Discussion/Analysis: Transfer from MHS Student Activities Contracted Services  
account to MHS Student Activities General Supplies and Materials  
account. A total transfer of $1,227 is being requested.

Financial Impact: None  
Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of  
Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 22, 2016
To: Accounting Department
Date: 02/02/2016

Manchester Public Schools
Manchester, Connecticut

School: Manchester High School
Principal's Sign: 
Date of Approval: 02/02/2016

JUSTIFICATION (Required Field): reallocate funding for upcoming year end activities

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

<table>
<thead>
<tr>
<th>DECREASE In whole dollars only:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 1227</td>
<td>Account # 32861320 5430</td>
<td>Description: MHS SA Contracted Services</td>
</tr>
<tr>
<td>$___</td>
<td>Account # ___</td>
<td>Description: ___</td>
</tr>
<tr>
<td>$___</td>
<td>Account # ___</td>
<td>Description: ___</td>
</tr>
<tr>
<td><strong>$1227 TOTAL DECREASE</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INCREASE In whole dollars only:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$1227</td>
<td>Account # 32861320 5610</td>
<td>Description: MHS SA Gen S/M</td>
</tr>
<tr>
<td>$___</td>
<td>Account # ___</td>
<td>Description: ___</td>
</tr>
<tr>
<td>$___</td>
<td>Account # ___</td>
<td>Description: ___</td>
</tr>
</tbody>
</table>
| **$1227 TOTAL INCREASE**      |       |       | (Must match total decrease)

Accounting Department Only

Board Approval Needed: Yes [ ] No [ ]

Date of Board Approval: ___________________________

Date Transfer Completed __________________________ Name: __________________________

2-10
To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: February 4, 2016

Background: In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

Discussion/Analysis: Transfer from Systemwide Science Field Trips account to Systemwide Science Instructional Supplies and Materials account. A total transfer of $200 is being requested.

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
Transfer to purchase instructional supplies

| SUBJECT: | Science |
| DECREASE: | |
| $ 200.00 | Account #: 140991005512 | Description: Field & Athletic Trips |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

| INCREASE: | |
| $ 200.00 | Account #: 140991005611 | Description: Instructional Supplies |
| $ | Account #: | Description: |
| $ | Account #: | Description: |

Accounting Department Only

Board Approval Needed: X Yes No
Date of Board Approval: 
Date Completed: Name: 

Z:\Budget Transfer Form.docx
To: The Manchester Board of Education  
From: Matthew Geary, Superintendent of Schools  
Subject: Permission to apply for the Robotics Education & Competition Foundation Grant FY 2015-2017  
Date: February 9, 2016

**Background:**
This Robotics Education & Competition (REC) Foundation Grant will be used to increase robotics programming in order to meet the growing needs and interests of the student population. The robotics program will build science, technology, engineering and math (STEM) skills that will foster creative problem-solving, teamwork and leadership in our students.

**Discussion/Analysis:**
Funds will be used to:  
- Purchase additional materials to support the Vex-IQ® Program  
- Support Robotics competitions, tournaments and associated costs

**Financial Impact:** The district would provide staffing and professional development. Anticipated cost $8,086.84

**Other Board/Commission Action:** None

**Recommendations:**
The Superintendent of Schools recommends that the Board of Education approve the filing of an application for the Robotics Education & Competition Foundation Grant, for FY 2015-2017 in the amount of $11,300.

[Signature]
Matthew Geary, Superintendent of Schools  
February 22, 2016
Town of Manchester
Board of Education

To: The Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Permission to apply for the Heisman Scholars – Achieving by Reading Program Grant FY 2015-2016
Date: February 9, 2016

Background:
The Heisman Trust was established for the purpose of distributing grants dedicated to public charities. This grant request will mirror the research stated in the article “Addressing Summer Reading Setback Among Economically Disadvantaged Elementary Students” by Richard Allington. In an effort to prevent “reading slide” that often occurs during the summer hiatus from school students will self-select books prior to the summer recess. Therefore, their reading ability will more likely be sustained.

Discussion/Analysis:
Funds will be used to:
• Purchase reading books to give all K-5 students the opportunity to self-select 12 free books
• Backpacks for each child to carry their books
• Provide assessment and tracking data collected around student interest and reading levels.

Financial Impact: None

Other Board/Commission Action: None

Recommendations:
The Superintendent of Schools recommends that the Board of Education approve the filing of an application for Heisman Scholars – Achieving by Reading Program Grant, for FY 2015-2016 in the amount of $220,000.

Matthew Geary, Superintendent of Schools
February 22, 2016
Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation General Improvements to Alliance Districts’ School Buildings Grant Program FY15-17

Date: February 10, 2016

**Background:** Public Act 15-1 created the General Improvements to Alliance Districts’ School Buildings Grant Program to help maintain or repair school buildings in Alliance Districts. The program goal is to assist districts unable to keep up with ongoing demands of maintaining and updating their facilities.

**Discussion/Analysis:** This grant is intended to fund projects beginning in FY 15-16 and concluding in FY 16-17 that would not otherwise qualify as school construction grant projects under Chapter 173 of the Connecticut General Statutes. All projects must be completed by June 30, 2017.

**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 FY15/17 for the General Improvements to Alliance Districts’ School Building Grant Program in the amount of $1,098,500.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
January 12, 2016

Mr. Matthew Geary
Superintendent of Schools
Manchester Public Schools
45 North School Street
Manchester, CT 06040-2022

Subject: Alliance Grant

Dear Mr. Geary:

We have received your application for the Alliance Grant, submitted under the provisions of Section 59 of Public Act 15-1 of the June Special Session. The purpose of this letter is to inform you that we have conducted our review of your Alliance Grant application.

We will be processing your payment in the amount of $1,098,500. We have determined that $561,500 is not approved (see attached). Please note your available balance is $611,500. You are eligible to submit additional applications for the remaining balance by January 29, 2016 or by March 31, 2016. The distribution will tentatively occur by the end of February. If you have any questions regarding the Alliance Grant, please call Michelle Dixon at (860) 713-6477 or Tom Reault at (860) 713-6469.

Sincerely,

Kosta Diamantis, Director
Office of School Construction Grants

cc: Michelle Dixon
    Thomas Reault
To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation Instructors of the Handicapped (IOH) Pool Repairs at Manchester High School 15/16

Date: February 10, 2016

**Background:** The IOH Program is nearly 60 years old and teaches handicapped individuals from dozens of towns around the region how to swim; the pool is also used by Manchester Senior Citizens.

**Discussion/Analysis:** This grant is funding repairs to the IOH pool at Manchester High School, including installation of gas service, a new boiler, new water heater, water distribution loop and reheat coils, as well as, repairs to and repainting of the pool and related work.

**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 15/16 for the Instructors of the Handicapped (IOH) Pool Repairs at Manchester High School in the amount of $229,000.

**Attachments:** Award letter and budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
# STATE OF CONNECTICUT

## DEPARTMENT OF EDUCATION

## GRANT AWARD NOTIFICATION

<table>
<thead>
<tr>
<th>Grant Recipient</th>
<th>4. Award Information</th>
</tr>
</thead>
</table>
| MANCHESTER PUBLIC SCHOOLS  
45 NORTH SCHOOL STREET  
MANCHESTER, CT 06040-2022 | Grant Type: BOND  
Statute: CGS 4-66c OPM/Urban Bonds  
CFDA #: None  
SDE Project Code: SDE0000000000002  
Grant Number: 077-000 13019-43600-2016-82010-170062-SDE00024 |

<table>
<thead>
<tr>
<th>2. Grant Title</th>
<th>5. Award Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>(IHH) Pool Repairs at Manchester H.S.</td>
<td>10/1/2015 - 6/30/2017</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Education Staff</th>
<th>6. Authorized Funding</th>
</tr>
</thead>
</table>
| Program Manager:  
Lynn Nauss PM (860) 713-6457 | Grant Amount: $229,000 |
| Payment & Expenditure Inquiries:  
Karen Calabrese 860-713-6472 | Funding Status: Final |

## 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, 2015 and June 30, 2016 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2016. For grants awarded for two-year periods beginning July 1, 2015, 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, 2017. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

This grant is pursuant to Section 4-66c of the Connecticut General Statutes, as approved by the State Bond Commission (meeting July 28, 2015).

This grant has been approved.  

10/22/2015

Kathy Demsey
ED 114
Fiscal Year: 2016
Grantee Name: MANCHESTER
Grant Title: (IOH) Pool Repairs at Manchester H.S.
Project Title: Instructors of the Handicapped (IOH)
Fund: 13019
SPID: 43600
Year: 2016
PROG: 82010
Grantee: 077-000
Authorized Amount: $229,000
CF1: 170062
CF2: SDE00024
Vendor ID: 00077

Original Request Date: 10/21/2015

This budget was approved by Lynn Nauss PM on 10/21/2015.
Manchester High School has been named as a benefactor of the estate of Ms. Virginia Ryan. We recently received a check for $117,250 as a partial advance distribution from her estate earmarked for “general uses and purposes.” We are uncertain at this time as to the total amount of the donation.

Ms. Ryan was born January 22, 1919 in Hartford, raised in Manchester attending local schools and was Valedictorian of the Class of 1937 at Manchester High School and had lived almost her entire life in the Charter Oak St. neighborhood in Manchester. Virginia earned her Bachelor of Art Degree in Social Services from Colby College in 1941, she attended the Older Adult Group at Manchester Community College and pursued many other courses of study to further her career as a Social Worker. Virginia retired as a supervisor with the State of Connecticut Dept. of Social Services after 43 years of service. She was a lifelong member of South United Methodist Church in Manchester, she was an avid tennis player, she enjoyed local live theater and was a movie buff. Virginia was a member of the Manchester Senior Citizens Center, she had been active with the A.A.R.P. # 1275 and had traveled extensively throughout her life. Virginia had been very generous with her donations to the Manchester Scholarship Foundation as well as so many other Manchester charities. Virginia Ryan, 96, died Wednesday April 8, 2015.

In speaking with Ms. Ryan’s attorney, Jim Sullivan he has made it clear that these funds can be used in any manner that the school sees fit, but specifically said that education was incredibly important to Ms. Ryan.

Manchester High School would like to accept this generous gift. We plan to use these funds to:

- support student scholarships
- support programming aimed at post-secondary planning
- support college visits for students
- support personalized learning opportunities for students
Manchester High School
134 Middle Turnpike East
Manchester, CT 06040

Dear Sir or Madame:

As you are aware you were named as beneficiary under the Will of the late Virginia Ryan of Manchester, Connecticut.

Enclosed please find a check in the amount of $117,250.00. This represents a partial advanced distribution from the Estate of Virginia Ryan.

The estate will issue a K-1 to you for your taxes.

Yours truly,

James J. Sullivan

Enclosure
To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Permission to apply for FY16/17 Low-Performing Schools Bond Funding

Date: February 12, 2016

Background: The Connecticut State Department of Education (CSDE) is seeking to support Connecticut’s low-performing K-12 public schools by providing grants-in-aid for alterations, repairs, improvements, technology, and equipment to address school site opportunities promoting learning, health and safety for all children in high-quality facilities and 21st century educational environments.

Discussion/Analysis: This award will be primarily in support of K-12 student learning-related outcomes. Eligible expenditures are for prospective work including:
1. Building alterations that directly support student learning (e.g., science lab, classroom reconfiguration)
2. Technology for instructional or learning use (excludes stand-alone software and licenses)
3. Furniture, fixtures, and equipment to support student learning (note that supplies are ineligible)
4. Playgrounds/playscapes

Financial Impact: None

Other Board/Commission Action: None

Recommendations: The Superintendent recommends that the Board of Education give permission to apply for the FY 16/17 Low-Performing Schools Bond Funding in the amount of $500,000.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
February 22, 2016
Manchester Board of Education  
Personnel & Finance Committee Report  
January 25, 2016

Attendees: Deb Hagenow, Neal Leon, Susan Jacobsen, Darryl Thames, Matthew Geary, Pat Brooks, Peter Staye

Mr. Staye provided the Committee with information on loan programs for energy efficiency projects and the ability for municipalities to apply for a no interest loan through Eversource. He would like to pursue participation in the Eversource No-Interest Loan Program. The concept of the program is that the savings realized on electric bills would cover the cost of the loan payments. Mrs. Brooks informed Mr. Staye and the Committee that the Town would have to approve the Municipal Financial Agreement since this type of loan creates a multi-year debt for the Town. The Committee was in agreement that Mr. Staye should pursue the ability to receive a no interest loan for energy efficient projects within the schools. Mr. Staye and Mrs. Brooks have a meeting scheduled with the Town’s Finance Director.

Mrs. Brooks reviewed the December 31, 2015, Year-to-Date Budget Status Report with the Committee.

The next meeting will be March 14, 2016, 5:30 p.m., in the Main Office Conference Room, Bennet Academy.

Respectfully submitted,

Patricia F. Brooks  
Assistant Superintendent  
Finance and Management
Partnering with Families and the Community for Student Success:

Manchester Public Schools

Family & Community Partnership
The purpose of the Family Engagement Assessment (FEA) is to assess how welcome families are in your school and how welcome families are in the learning process.

www.caferesources.org
Students with Engaged Families...

- Exhibit faster rates of literacy acquisition.
- Earn higher grades and test scores.
- Enroll in higher level programs.
- Are promoted more and earn more credits.
- Adapt better to school and attend more regularly.
- Have better social skills and behavior.
- Graduate and go on to higher education.
When Schools, Families and Community Groups work together to support student learning, children tend to do better in school, stay in school longer, and like school better.

- Mapp
FIG 2. Likelihood of Substantial Improvement, Given Weak or Strong Supports

<table>
<thead>
<tr>
<th>Category</th>
<th>Weak</th>
<th>Strong</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Leadership</td>
<td>11%</td>
<td>43%</td>
</tr>
<tr>
<td>Parent Involvement</td>
<td>10%</td>
<td>40%</td>
</tr>
<tr>
<td>Work Orientation</td>
<td>9%</td>
<td>47%</td>
</tr>
<tr>
<td>Safety &amp; Order</td>
<td>16%</td>
<td>36%</td>
</tr>
<tr>
<td>Curriculum Alignment</td>
<td>10%</td>
<td>45%</td>
</tr>
</tbody>
</table>
Which Types of Engagement?

...(programs) that engage families in supporting their children’s learning at home are linked to higher student achievement.

- Epstein
Relationships Matter: Trust

Measures of relational trust are highly correlated with school performance:

- School Staff-Families
- Teacher-Principal
- Teacher-Student
- Teacher-Teacher

Bryk & Snyder
Karen Mapp’s Dual Capacity Framework
Engaged Families...

- Know what their child should *know and be able to do* at the end of the year.
- Know how well their child is doing.
- Know what they can do at home to support what their child is learning in the classroom.
- Take action.
Engaging schools...

- **Welcome** families into the school and the learning process.
- **Communicate** using multiple methods that encourage two-way communication.
- **Inform** families about learning.
- **Empower** families to support their child’s learning and **ensure** they take action at home.
Manchester District
FEA DATA

The purpose of the Family Engagement Assessment (FEA) is to assess how welcome families are in your school and how welcome families are in the learning process.

www.caferesources.org

2015 © Copyright by CAFÉ.
### Goal 1 - Welcoming

<table>
<thead>
<tr>
<th>Indicators</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Visits</td>
<td>Procedures are in place to accommodate family visits to the school</td>
</tr>
<tr>
<td>Making Families Comfortable</td>
<td>School personnel help families to feel comfortable</td>
</tr>
<tr>
<td>Respect</td>
<td>Families’ culture and language are respected</td>
</tr>
<tr>
<td>Indicators</td>
<td>Definition</td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Nature of Contact</td>
<td>Contact between schools and families is frequent, comfortable, and two-way</td>
</tr>
<tr>
<td>Ease of Use</td>
<td>Written and oral communication is clear and comprehensible</td>
</tr>
<tr>
<td>Documents &amp; Website</td>
<td>Print information is available, attractive, useful, and family/culturally friendly</td>
</tr>
</tbody>
</table>
## Goal 3 - Information - What is communicated

<table>
<thead>
<tr>
<th>Indicators</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Resources</td>
<td>The school provides resources and materials to help families learn about school goals, policies, and procedures</td>
</tr>
<tr>
<td>Programs and Procedures</td>
<td>The school has programs and procedures to inform families about their child’s classroom and activities</td>
</tr>
<tr>
<td>Student Performance</td>
<td>Families are kept current on their child’s school performance</td>
</tr>
<tr>
<td>Involving Families with Achievement</td>
<td>The school has programs and procedures to involve families with their child’s academic achievement</td>
</tr>
<tr>
<td>Connecting Families with Community Services</td>
<td>The school has programs and procedures to inform families about available community assistance</td>
</tr>
</tbody>
</table>
## Goal 4 - Participation: How families can be involved

<table>
<thead>
<tr>
<th>Indicators</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valuing family knowledge</td>
<td>Individuals and existing documents support family input and ideas</td>
</tr>
<tr>
<td>Working Together</td>
<td>Families and teachers meet and work together</td>
</tr>
<tr>
<td>Learning &amp; Volunteering Opportunities</td>
<td>Schools provide families with education and volunteering options</td>
</tr>
</tbody>
</table>
SUMMARY - Our District’s Scores

Survey By the Numbers

- **469** staff completed the online survey
- **1292** families completed the family survey

<table>
<thead>
<tr>
<th>Rating</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>High</td>
<td>2.75 to 3.00</td>
</tr>
<tr>
<td>Emerging</td>
<td>2.00 to 2.74</td>
</tr>
<tr>
<td>Low</td>
<td>1.00 to 1.99</td>
</tr>
</tbody>
</table>

- **Welcoming**: 2.44
- **Communication**: 2.21
- **Information**: 1.99
- **Participation**: 2.14
District Highlights

Families overwhelmingly feel ...

- good about Manchester Public Schools.
- comfortable communicating with school personnel.
- welcome when they walk through the front door.
Core Beliefs
Core Belief 1

All families have dreams for their children and want the best for them.
Core Belief 2

All families have the capacity to support their children’s learning.
Core Belief 3

Families and school/program staff should be equal partners.
Core Belief 4

The responsibility for building and sustaining partnerships between school, home, and community rest primarily with school/program staff, especially school/program leaders.
Core Beliefs

Core Belief Survey

<table>
<thead>
<tr>
<th></th>
<th>School 1st</th>
<th>Partners</th>
<th>Capacity</th>
<th>Hopes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff</strong></td>
<td>2.88</td>
<td>3.61</td>
<td>2.83</td>
<td>3.53</td>
</tr>
<tr>
<td><strong>Family</strong></td>
<td>2.84</td>
<td>3.71</td>
<td>3.28</td>
<td>3.67</td>
</tr>
</tbody>
</table>
Walkthroughs

Sister teams visited all schools and Central Office

- Physically welcoming?
- Welcoming to all who visit and call?
- Displaying evidence of learning/growth
- Offering the right information, easily accessible to all (print, person to person, digitally, parent-friendly)?
District Highlights

Manchester personnel were...

○ exceptionally warm and welcoming
○ friendly and helpful
○ (ready to provide) the necessary materials and information requested.

Every school visited was...

○ clean and well maintained.
○ attractive and healthy place to teach and learn.
○ staff(ed by professionals who are) very proud of their schools.
District Wide Data Trends

- Lack of Signage
- Family Resource Center focus
- Family engagement
- Limited display of student performance data
- Quality home-school communication
- Need for more training & capacity for staff & families on how to jointly support student learning
- Missing content across individual school websites
Questions & Answers