

**MANCHESTER BOARD OF EDUCATION
REGULAR MEETING
MONDAY, JUNE 8, 2020
Lincoln Center - Virtual Meeting
REVISED**

Board of Education Meeting 7:00 P.M. - Virtual
Executive Session - Superintendent's Evaluation 5:45 P.M. - Virtual

Public access to view meeting :

Live at Silk City TV: <http://www.channel16.org/CablecastPublicSite/watch/1?channel=1>

On demand after the meeting: <http://www.channel16.org/CablecastPublicSite/?channel=1>

A. OPENING

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Secretary's Welcome
- 4) Board of Education Minutes 5-11-2020 A - 4
- 5.) **Motion:** Move to add Item G - 3, authorizing the Superintendent of Schools to enter into an agreement to an amendment for transportation services by and between the Board of Education and DATTCO, Inc., to the agenda under New Business.

B. COMMITTEE REPORTS - None

C. CONSENT CALENDAR

- 1) Personnel Actions C - 1
- 2.) Transfer of Funds C - 2
- 3.) Permission to apply for the Federal Head Start Coronavirus Aid, Relief, and Economic Security Funding for the FY 19/21 C - 3
- 4.) Permission to apply for the IDEA 611 Grant for the FY 20/22 C - 4
- 5.) Permission to apply for the IDEA 619 Grant for the FY 20/22 C - 5
- 6.) Permission to apply for the Carl D. Perkins Career and Technical Education Secondary Basic Grant for the FY 20/21 C - 6
- 7.) Permission to apply for the Elementary and Secondary School Education Relief (ESSER) Funding for the FY 19/21 C - 7
- 8.) Establish an appropriation for the Immigrant & Youth Education Program Grant in the amount of \$6,962 for the FY 19/21 C - 8
- 9.) Establish an updated appropriation for the Immigrant & Youth Education Program Grant FY 18/20 C - 9
- 10.) Establish an updated appropriation for the Title I, Part A, Improving Basic Programs Grant for the FY 18/21 C - 10
- 11.) Establish an updated appropriation for the Title II, Part A, Supporting Effective Instruction Grant for the FY 18/21 C - 11
- 12.) Establish an updated appropriation for the Title III, Part A, English Language Acquisition Grant for the FY 18/21 C - 12

- 13.) Establish an updated appropriation for the Title IV, Part A, Student Support and Academic Enrichment Grant for the FY 18/21 C - 13
- 14.) Establish an appropriation for the Hartford Foundation for Public Giving COVID-19 Response Grant for the FY19/21 C - 14
- D. REPORT FROM STUDENT REPRESENTATIVE**
- 1) Student Representative Report - Krista Myrie and Tiffany Henry
- E. PUBLIC COMMENTS - Not Available**
- F. SUPERINTENDENT'S REPORT**
- 1) Teacher of the Year Presentation, Mr. Matthew Geary, Superintendent of Schools F - 1
- 2) Update on Close of School
- G. NEW BUSINESS**
- 1) **Action:** Approve the suspension of Board Policy #3510 Facilities Maintenance and Board Policy #3511 Educational Technology Maintenance for the Manchester 2020-2021 Board of Education Budget G - 1
- Recommended Motion:**
Move to suspend Board Policy #3510 Facilities Maintenance and Board Policy #3511 Educational Technology Maintenance for the Manchester 2020-2021 Board of Education Budget
- 2) Approval of Board of Education Meeting Schedule 2020-21 G - 2
- 3.) **Motion:** G - 3
Move to approve the authorization of the Superintendent of Schools to enter into agreement to an amendment for transportation services by and between the Board of Education and DATTCO, Inc., for the purpose of complying with The Coronavirus Aid, Relief, and Economic Security (CARES) Act (the "CARES Act") and Governor Ned Lamont's Executive Order 7R (the "Amendment").
- H. UNFINISHED BUSINESS**
- 1) **Action:** Approve the 2020-2021 Manchester Board of Education Budget in the amount of \$117,774,174. H - 1
- Recommended Motion:**
Move to approve the 2020-2021 Manchester Board of Education Budget in the amount of \$117,774,174
- I. PUBLIC COMMENTS - Not Available**
- J. COMMUNICATIONS**
- K. ITEMS FOR FUTURE AGENDAS**
Topics for Superintendent's Report

Monday, June 22, 2020

Update on Opening of School

L. ADJOURNMENT

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

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

MANCHESTER BOARD OF EDUCATION

Regular Meeting

May 11, 2020

Lincoln Center/Virtual Meeting

PRESENT: Gundersen, Heinrich, Hughes, Meggers, Pattacini, Patterson, Scappaticci, Stefanovicz, Thames

ALSO PRESENT: Superintendent of Schools Geary, Deputy Superintendent Curriculum & Special Services Radikas, Director of Finance & Management Clancy, Director of Human Resources Sone-Moyano. Building administrators were also present on the call.

ABSENT:

A. OPENING

A.1. & 2. Meeting Called to Order

Chairperson Thames called the meeting to order at 5:39 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Thames.

A.3. Secretary's Welcome

Mr. Pattacini stated that as Secretary of the Board of Education, he wished to welcome the online viewers to this regular meeting of the Board of Education. Mr. Geary and Mr. Thames are present at Lincoln Center, but everyone else is participating from their own residences. As there will be no public speaking this evening, please direct any questions or comments to the Superintendent. Mr. Pattacini thanked the public for their interest in this evening's meeting and the Manchester Public Schools.

A.4. Approval of Minutes of Previous Meeting

APPROVED – Minutes Regular Meeting of the Board of Education of April 20, 2020. Secretary Pattacini moved and Mr. Scappaticci seconded the motion.

9/0 – Voted in favor.

A.5. Approval of Minutes of Budget Workshop Meeting

APPROVED – Minutes Budget Workshop of the Board of Education of May 6, 2020. Secretary Pattacini moved and Mr. Scappaticci seconded the motion.

9/0 – Voted in favor.

B. COMMITTEE REPORTS

None.

C. CONSENT CALENDAR

Mr. Geary presented three items on the Consent Calendar for Board approval.

C.1. Personnel Action

Details had already been provided to the Board members with their agenda.

C.2. Establish an appropriation to increase to the Alliance District Grant FY 19/20 by \$327,414, bringing the total appropriation amount to \$5,936,857

C.3. Permission to apply for the Manchester Head Start Cost of Living and Quality Improvement Adjustments FY 20/21

The Chairman called for a motion.

Secretary Pattacini moved and Mr. Scappaticci seconded the recommendation to adopt the Consent Calendar as outlined in the evening's packet.

9/0 - Voted in favor.

D. STUDENT REPRESENTATIVE REPORT

None.

E. PUBLIC COMMENTS

Unavailable.

F. SUPERINTENDENT'S REPORT

F.1. Town Hall Meeting

Mr. Geary asked for a short recess, so that the Town Hall portion of the meeting could start as scheduled at 6:00 p.m.

Secretary Pattacini moved to go into recess. Mr. Scappaticci seconded the motion.

9/0 - Voted in favor. Recess called at 5:46 p.m.

Mr. Thames called the meeting back to order at 5:59 p.m.

Mr. Geary explained the format this evening was for administrators to respond to questions that parents have emailed. The first hour will apply to families in grades K-4 and the second hour is for those with children in grades 5-12.

Question	Answer
1 How is the Board of Education going to continue to support students throughout the rest of the school year and when they return to school?	Mr. Thames noted a lot of thought has gone into how the District can provide assistance with distance learning. We have already provided everyone that asked with a computer and/or a hotspot. We continue to support technology needs. Food is also being provided at four locations in town - Verplank, Robertson, Waddell and Bennet. Mr. Thames thanked parents for weathering this tremendous challenge. We understand there will be a loss of learning, not just the summer slide, to contend with in the fall.

<p>2 What do you say to parents who are concerned about learning loss that has happened since schools were closed and worried about how their kids can return to school safely?</p>	<p>Mr. Meggers reiterated Mr. Thames, stating the aim in the fall will be to get everyone caught up. Mr. Meggers noted that Governor Lamont spoke with Jan Hochael, from the American Federation of Teachers, who encouraged flexibility and that we will learn through the summer how best to resume in-person school. Right now we have no clarity but need to wait and be flexible. Mr. Meggers feels that Mr. Geary and the district have done a phenomenal job with distance learning. He hoped families would remain positive.</p>
<p>3 What can you tell us about summer plans?</p>	<p>Mr. Geary stated summer plans are still up in the air. He heard the guidance from the state around camps but expects further guidance in the next week or two around summer academics. Mr. Geary feels it is possible that some summer programming will take place in person, but virtual credit recovery and special education support may continue. As other states open before us we will learn more.</p>
<p>4 What ideas have been discussed about what the Fall could look like? Abbreviated day, smaller class sizes, etc.? If there is a staggered start to the school year, what do you tell families when one child goes into school while the other stays home?</p>	<p>Mr. Geary noted these are public safety decisions, but he recognized that there are parents who need to leave home to work, or have to work from home and need students back in school buildings. It will all depend on social distancing guidelines. The school day could be varied. We will make every effort to provide care and support to students and parents.</p>
<p>5 My child did OK at first but has lost motivation and I don't know what to do. Do you have any suggestions?</p>	<p>Mr. Robinson, principal of Highland Park, recommended encouraging your child to engage with their teacher in the google classroom. Kids want to see staff and other students. Also, a new recognition program has begun around attendance. There is also a "scholar lounge" for students in grades 3 and 4 for students to socialize with friends with staff looking on. The Family Resource Coordinators have also been reaching out to families.</p>
<p>6 My son who is in 4th grade has read all the books we have at home. We usually go to the library every weekend but can't and he doesn't like to read books on a screen. What can I do to get him more books?</p>	<p>Ms. Krisch, principal of Martin Elementary, agreed this is a challenge and the district is working on helping. We are awaiting a shipment from Scholastic in early June. Another suggestion is to have your child try an audiobook as an alternative to reading. Right now audible.com has free kids resources.</p>

<p>7 I try to help my daughter with her math but they teach differently from when I was in school. I want to help but don't know how.</p>	<p>Mr. Wolf, principal of Waddell, acknowledged that math is taught differently now than when we were young. He knows we cannot expect parents to teach in the same way as teachers. In grades K-4 math fluency (learning basic facts so they are automatic) is in each child's weekly plan. There are links for activities that students can do independently, such as flashcards and games. Students should aim for math fluency activities 2-3 times a week for 10 minutes each time. Another suggestion is to reach out to teachers. They want their students to succeed. If they know there is a particular struggle they will be better able to help and there may be other students with the same issues that can form a small group lesson to practice.</p>
<p>8 My son loves art so that's all he wants to do. It keeps him busy and happy but it's hard to get work on his reading and writing. What should I do?</p>	<p>Mr. Geary noted we are trying to meet students' various needs. Some families are overwhelmed, maybe parents are working or there are several kids in the house to help. If students are overwhelmed with the workload, cutting back on specials is advised, but not if the child has a passion for them. Mr. Jones, principal of Verplanck, added that trying to integrate art into the student's reading or other core subjects may help. Aso, it could be used as a reward after other work is completed. Mr. Jones also suggests asking questions about your child's artwork.</p>
<p>9 My three children are sharing two Chromebooks because one stopped working. Can we get it fixed?</p>	<p>Mr. Geary was happy to report that broken chromebooks can be fixed or swapped out at Illing on Tuesdays and Wednesdays from 10-12. Please email infosys@mpspride.org prior to going to the school.</p>
<p>10 Can you talk a little about the contingency planning that is happening for remote learning in the future? For example, are there any kind of district search for comprehensive learning programs that are better suited for home learning, will more technology training be offered for teachers so they can better utilize virtual classrooms, will there be plans and checks to</p>	<p>Dr. Radikas reviewed there is a core planning team looking at different scenarios for the fall, which may include full or part-time in buildings, virtual learning etc). Currently all grade levels are using the same plans across the board. Dr. Radikas noted there will be professional development offered to teachers on how to better utilize technology. While we were prepared for this use of technology, there is always room for growth.</p>

ensure every child is being reached?	
11 Why did only some grades receive their math books? Will other grades be receiving theirs?	Dr. Radikas noted that if they had any idea that the initial two week break would stretch so far they would have made everyone bring all their books home. A vendor offered to send one grade level a math book and the decision was made for that to be the kindergarteners. Other grade levels will be picking up books alongside the rest of their belongings curbside soon.
12 Can we implement google hangout meetings for music, science, art and gym class? I think the kids would benefit from interacting with their specials's teachers as well. It is a lot of work for a 6 year old to complete and to also have to do additional classes without any interaction with the teachers in their specials.	Dr. Radikas clarified that specials teachers do have google hangouts and classrooms, though they do not meet as often as core classes.
13 Will kids who have struggled pass onto the next grade? When will information about placement and classes for next year be available?	Ms. Johnston , principal of Keeney, stated that all students will pass on to the next grade level unless there were concerns prior to March. In the fall we will revisit the skills and concepts that were taught in the spring and imbed the priority standards and content from the spring into the fall. It is too early to discuss placement for next year.
14 My son has an IEP and his special education teacher is great. We get phone calls and extra attention but it's not the same as being there one on one. When will that start up again?	Ms. Burke , Director of Pupil Personnel Services, appreciated the positive comment. She also appreciated the efforts made by parents to help support their children. We will continue to review health and safety guidelines as we go.
15 Will the program for special needs students be open? The program is supposed to start July 6th.	Ms. Burke recognized that some special education student's IEPs include summer programming. At this time, we are not sure what that might look like this summer. We will act in accordance with health and safety guidelines and continue to think about other opportunities to provide remote support.

<p>16 I'm worried because now they say kids are getting Coronavirus. Is that true and how will that impact going back to school?</p>	<p>Ms. Reardon, Coordinator of School Health Services, confirmed some children have been diagnosed with Covid-19, though at a much slower rate than adults and with some different symptoms. We are monitoring this daily and over the summer we will see how these infections play out. We are working with the CDC, National School Nurse Association and State Health Department to keep kids safe and we will revise protocols as needed.</p>
<p>17 Will you have extra masks and hand sanitizers when the kids go back to school?</p>	<p>Ms. Clancy stated we will have those items and have already started purchasing or utilizing opportunities for future purchasing through legal council, who is connecting the district with manufacturing plants and we are also looking into purchasing through a consortium.</p>
<p>18 Will you be cleaning the schools and buses more than you used to when schools open up again?</p>	<p>Ms. Clancy stated we do plan to have cleaning done more often. The new bus protocol dictates bus drivers wiping the seats down between bus runs. Social distancing on a bus is a more difficult concern to deal with. In the buildings we have started discussions with the supervisors of Buildings & Grounds. There are about 60 custodians and 20 maintenance men in the district and about ⅓ of them work second shift. There has been discussion about possibly moving some of those people to 1st shift so that more cleaning can happen during the day. There are 7 special electrostatic sanitizing machines that we have, one of which we lent the town. We plan to purchase 4 more so we can more easily sanitize touch surfaces.</p>
<p>19 When schools are back in session I have concerns in regards to small kids missing their friends and wanting to hug and socialize. My fear is due to me having a severe asthmatic that although he knows to take the proper protocol put in place some of the kids won't understand. How can I be reassured that he will be safe? Are there options open for situations like these?</p>	<p>Dr. Ruggiero, Principal of Bowers, noted we have the same concerns. As we plan the specific needs of students, especially medically fragile students, will be considered thoughtfully and we will be flexible. Nurses and administrators will communicate with all adults regarding specific medical needs. Class spaces will look different, with smaller sizes. The roles of staff members may change. We will monitor social distancing and do our best to implement this with young children. We have the opportunity to learn from others as other places reopen first across the world. There can never be a 100% guarantee of preventing hugging or socializing, but we will try our best. One option may be to continue virtual learning, possibly splitting time with school-based learning.</p>

<p>20 What is the plan for the fall? How will we be keeping out kids and staff safe? Coming to school 24 hours after a child is fever free or vomiting is not long enough.</p>	<p>Ms. Reardon noted the current policy for sick students may need to be updated to reflect current times. We will work with local health officials and the CDC for guidance. We will do everything we can to protect the children. Mr. Geary added that communication is important and we will communicate a clear protocol when we have more information.</p>
<p>21 What's the plan for implementing hand washing as soon as kids arrive at school, before snack and lunch? There needs to be less time spent on teaching and focus on what matters! Give teachers an extra ten minutes to allow for hand washing!</p>	<p>Mr. Daly, Principal of Buckley, answered that safety is the ultimate focus. We will ensure students are washing hands (for 20 seconds) throughout the day, not just before eating. It will be built into the schedule, which will take minutes from other areas. Teachers are gifted in differentiating instruction to help students avoid any issues.</p>
<p>22 When will kids be allowed to pick up the stuff they left in their lockers? What about other items such as yearbooks?</p>	<p>Mr. Daly noted we are in the planning stages of a thoughtful and organized way for both staff and students to pick up their belongings. The plan will include social distancing and will be finalized in the coming weeks.</p>
<p>23 Will the elementary construction projects continue as scheduled</p>	<p>Ms. Clancy stated the construction will continue as scheduled. Work has already begun with the architect, energy consultant and construction manager. They are starting the design phase and looking at the HVAC systems. The plan is still to break ground at Buckley in July 2021. Mr. Geary added that the Town Building Committee oversees this project and they met with the architect recently for this critical step to stay on target.</p>
<p>Mr. Geary reminded us the school year officially ends June 15th. We will need to get staff into buildings to pack up their classrooms in June sometime. He realizes everyone's motivation and momentum is waning. The focus for students the first week of June will center on specials and STEM and materials will be going home for some hands-on learning. The second week of June will be the launch of the summer reading program.</p> <p>Mr. Geary thanked the elementary administrators for joining the meeting and noted the secondary meeting will be starting shortly.</p>	

Secretary Pattacini moved to have a five minute break. Mr. Scappaticci seconded the motion.

9/0 - Voted in favor. Meeting adjourned at 6:68 p.m.

**Mr. Thames called the meeting back to order at 7:06 p.m.
Secondary Town Hall - Pertaining to grades 5-12**

Question	Answer
1 How is the Board of Education going to continue to support students throughout the rest of the school year and when they return to school?	Mr. Thames noted we have worked hard as a district to ramp up learning, including providing computers and hotspots to families as needed. He commends all involved in the quick move to virtual learning, including parents.
2 What do you say to parents who are concerned about learning loss that has happened since schools were closed and worried about how their kids can return to school safely?	Mr. Meggers noted the loss of learning is concerning to everyone. We need to ensure that all families have needed resources. We have done a terrific job so far and families are impressed with the administrators response to the situation. Mr. Meggers noted that Governor Lamont spoke with Jan Hochael, from the American Federation of Teachers, who encouraged flexibility and that we will learn through the summer how best to resume in-person school. Right now we have no clarity but need to wait and be flexible. Mr. Meggers feels that Mr. Geary and the district have done a phenomenal job with distance learning. He hoped families would remain positive. Mr. Thames added that the district continues to provide meals at Bennet, Waddell, Verplanck and MMA (Robertson).
3 What can you tell us about summer plans?	Mr. Geary stated summer plans are still up in the air. We will wait to see how the May 20th soft opening of public spaces goes. Mr. Geary does envision at minimum a virtual course for students in high school needed credit recovery as well as students with disabilities whose IEPs mandate summer learning.
4 What ideas have been discussed about what the Fall could look like? Abbreviated day, smaller class sizes, social distancing etc.?h If there is a staggered start to the school year, what do you tell families when one child goes into	Mr. Geary noted that there is a concern with students in middle and high school due to how much they move around the building. The schools have between 850 and 1600 students in each. Staggered days are being considered but Mr. Geary is also aware that sometimes older siblings provide child care assistance for younger siblings so that has to be considered as well.

school while the other stays home? If distance learning continues in the fall, how might it look different?	
5 My child did OK at first but has lost motivation and I don't know what to do. Do you have any suggestions?	Mr. Chella , Principal of Bennet Academy, noted that students and staff have done great over the last 6 weeks, but everyone is experiencing fatigue at this point. He noted it is helpful to create a schedule and stick to it. He encourages students to take breaks and get fresh air. Mr. Chella also suggested students attend google meets with their teachers and use that opportunity to socialize a bit with their peers. There is also a new incentive program centered around attendance and effort. We are also exploring ways to socialize outside of academics as well.
6 My three children are sharing two Chromebooks because one stopped working. Can we get it fixed?	Mr. Geary was happy to state that broken Chromebooks can be swapped out at Illing on Tuesday and Wednesday from 10-12. He suggests emailing infosys@mpspride.org prior to proceeding to the school so they are expecting you.
7 Can you talk a little about the contingency planning that is happening for remote learning in the future? For example, are there any kind of district search for comprehensive learning programs that are better suited for home learning, will more technology training be offered for teachers so they can better utilize virtual classrooms, will there be plans and checks to ensure every child is being reached?	Dr. Radikas noted there is a core planning group of administrators and teachers looking at learning platforms for the fall, possibly combining remote and in-person learning. The district has done a great job thus far and has been very clear in planning how curriculum is delivered consistently along grade levels. We will continue to offer technology professional development, which is always needed. Staff and families have done a great job with this situation. Students should be checking in with teachers through email, text, google meets and hangouts and mentor Mondays. We want all students to be successful and we will look at what we have done well so far and where there are opportunities for growth.
8 Will kids who have struggled pass onto the next grade? For students transitioning schools, is there a plan to help them with what will be an extra challenging transition because of the way school ended this year?	Mr. Chella stated no child will be held back due to issues during virtual learning. As for transitioning to a new school, that is in the planning phase. We hope to get families into the building, but it may be just virtual tours for now.

<p>9 My son has an IEP and his special education teacher is great. We get phone calls and extra attention but it's not the same as being there one on one. When will that start up again?</p>	<p>Ms. Burke thanked all the parents for helping support their students. She pointed out that staff really want to be in buildings working directly with students. We are reviewing health and safety guidance and thinking of new ways to support our district.</p>
<p>10 Will the program for special needs students be open? The program is supposed to start July 6th.</p>	<p>Ms. Burke stated that if a student's IEP dictates summer programming we will look for ways to provide this, possibly remotely.</p>
<p>11 I'm worried because now they say kids are getting Coronavirus. Is that true and how will that impact going back to school?</p>	<p>Ms. Reardon confirmed there are children that have been diagnosed with Covid19, although at a much slower rate than adults. We will watch this over the next couple of months and follow the CDC and state health department guidelines.</p>
<p>12 Will you have extra masks and hand sanitizers when the kids go back to school?</p>	<p>Ms. Clancy stated we will have those items and have already started purchasing them for next year. Also, we are being connected directly with manufacturers through our legal council as well as looking into purchasing through a consortium.</p>
<p>13 Will you be cleaning the schools and buses more than you used to when schools open up again?</p>	<p>Ms. Clancy noted that bus drivers will be wiping down seats between bus runs. The more difficult problem is how to socially distance kids on the bus. The district has 60 custodians and 20 maintenance men and about ⅔ work second shift. Administration is talking with the supervisors of Buildings & Grounds to look at how best to clean the school and it may be necessary to pull some workers to first shift so we can sanitize multiple times throughout the day.</p>
<p>14 What is the plan for the fall? How will we be keeping out kids and staff safe? Coming to school 24 hours after a child is fever free or vomiting is not long enough.</p>	<p>Ms. Reardon stated we will work on changing protocols over the summer as needed, possibly making a 72 hour window after a child is fever-free. Kids safety is our first priority. We will communicate with parents when a plan is in place. Ms. Reardon is working with the Medical Directors for schools and looking at the CDC and State Health Department guidelines. Mr. Geary added that it may be possible for a student to participate remotely in the fall if they are ill. We will be looking at the attendance policy and being flexible.</p>

<p>15 Why are the teachers taking the grading way too far? They grade us harder than when we were at school and it's making work harder and we are failing. Can we make sure all staff know that there should not be new work assigned on recharge days?</p>	<p>Ms. Miner, principal of MHS, will make sure teachers understand the recharge and review days. Each week students earn points based on participation, completing work and reflecting. Teachers should be giving feedback to students as well. If a student is frustrated there are teams to help, such as behavior techs, counselors, etc. Students should be attending google meets and asking for support.</p>
<p>16 Will there be summer school to make up credits?</p>	<p>Ms. Miner stated there is no official answer about in-person school during the summer at this time, though there will be virtual options for students needing credit recovery. We will be looking at virtual options for transition programming as well.</p>
<p>17 What are the plans for the next school year if schools cannot reopen? Distance learning the way was implemented this year doesn't work in the long run, schedules are shortened and many teachers have already announced that they won't be able to cover the entire curriculum for the year, so continuing the same way would put the kids more and more behind in their learning.</p>	<p>Mr. Geary noted that it is not optimal to continue distance learning as it is now. We hope to return in the fall at least part-time in person. This was an emergency situation and though he is hopeful to return to full days in person, we will adjust either way.</p>
<p>18 Why was it decided not to count the 3rd & 4th quarter marking period. What incentive does a student have to complete his/her work?</p>	<p>Ms. Gomero, principal of Illing, noted we are committed to providing equitable learning opportunities to all students. With online learning only there is a potential to create inequities for some families. Our families vary in their needs; some parents can assist, some cannot; some have multiple children they are helping; some adults need to work either at home or outside the home. Grades count, but there is the option if a student is struggling to change from a grade to Pass/Fail or incomplete. There are also incentives around attendance and the MPS values. The goal is to support every family.</p>

19 When will kids be allowed to pick up the stuff they left in their lockers? What about other items such as yearbooks?	Ms. Gomero stated we are drafting a plan for students and teachers to pick up their belongings at the end of May or early June. The yearbooks will be distributed at the same time.
20 Will all high school students be repeating the grade? Or held back?? When will information about placement and classes for next year be available?	Mr. Thorndike , principal of MRA, stated that students were on target for promotion the first three quarters of the year they will not be held back due to the virtual learning experience. If they were struggling prior to this and are not participating now they may lose credit. There are teams of people reaching out to connect with students. Next year's placement plans will be made over the summer.
21 Where are the best resources to prep juniors for tips for college apps since we weren't able to have the college planning meetings. Thanks!	Ms. Miner noted there will be options the first two weeks in June for Juniors, including resume writing, essay work and teacher recommendations. We are working with NEASC around how colleges are adjusting. There are also grant funds for a college application boot camp in August, which may be virtual.
22 Thank you for all that you are doing for our seniors to try and salvage what we can to celebrate them. Could you please share what preliminary ideas are for graduation of the class of 2020?	Ms. Miner thanked students, parents and community members for their support. She noted there has been a survey for students and parents with options and senior officers conducted focus groups. Project Graduation has also participated. When it is safe we would like to hold an in-person celebration for our graduates. When that will be is still undetermined. Some other ideas include a car parade in June, having students with immediate family at the school, outdoor in small groups. We would need to be flexible and sign up for times. The Commissioner will provide more guidance next week and we will see what is allowed. We are also working on treats for seniors. We want them to feel celebrated and acknowledged. Mr. Geary added that caps and gowns and yearbooks will be distributed and chromebooks will be returned and information on that schedule will be forthcoming.

Mr. Geary thanked Ms. Turnquest and the administrators for participating in the meeting. The goal was to let the community know that the district has one voice and there are a lot of dedicated people working on this.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

None.

I. PUBLIC COMMENTS

Unavailable.

J. COMMUNICATIONS

None.

K. ITEMS FOR FUTURE AGENDAS

Mr. Thames noted the Budget Workshops scheduled for May 13 and May 20 have been cancelled.

June 8 and June 22 Board meetings agenda and location TBD.

L. ADJOURNMENT

Mr. Thames called for a motion to adjourn.

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

8/0 - Voted in favor.

Adjournment 7:55 p.m.

Respectfully submitted,

Christopher Pattacini
Board Secretary

PERSONNEL ACTIONS

APPOINTMENTS

Dr. Christopher Goncalves to be a Chemistry Teacher at Manchester High School. Dr. Goncalves received his Master's in Curriculum and Instruction - Science from the University of Connecticut and currently resides in Manchester. It is recommended that his appointment be approved effective August 24, 2020 (Doctorate / Step 4, \$69,298.00).

Ms. Alyssa Gunther to be a Grade 3 Teacher at Highland Park Elementary School. Ms. Gunther received her Master's in Curriculum and Instruction from the University of Connecticut and currently resides in Vernon. It is recommended that her appointment be approved effective August 24, 2020 (Masters / Step 2, \$52,309.00).

Mrs. Ayla Duve to be a Science Teacher at Manchester Middle Academy. Mrs. Duve received her Master's of Arts in Science from Queens College and currently resides in West Hartford. It is recommended that her appointment be approved effective August 24, 2020 (Masters / Step 7, \$63,933.00).

Ms. McKenzie Marsh to be a Special Education Teacher at Illing Middle School. Ms. Marsh received her Bachelor of Arts in Elementary/Special Education from Providence College and currently resides in East Windsor. It is recommended that her appointment be approved effective August 24, 2020 (Bachelor's +15 / Step 6, \$57,673.00).

Ms. Brianna Myers to be a Math Teacher at Manchester High School. Ms. Myers Master of Arts in Teaching/Secondary Education from Quinnipiac University and currently resides in Middletown. It is recommended that her appointment be approved effective August 24, 2020 (Master's / Step 4 \$56,332.00).

RESIGNATIONS

Mrs. Martha W. DiGiovanni, Special Education Teacher at Bowers Elementary School, has submitted her notice of intent to retire effective October 29, 2020. Mrs. DiGiovanni has been with Manchester Public Schools since February 23, 2004. It is recommended that her resignation be accepted.

Ms. Jacqueline Sweeney, Art Teacher at Bennet Academy, has submitted her notice of resignation effective at the end of the 2019-2020 School Year. Ms. Sweeney has been with Manchester Public Schools since August 24, 2015. It is recommended that her resignation be accepted.

Ms. Beverly Netter, Math Teacher at Manchester High School, has submitted her notice of intent to retire effective at the end of the 2019-2020 School Year. Ms. Netter has been with Manchester Public Schools since August 28, 1998. It is recommended that her resignation be accepted.

Mr. Farrand Violette, Business Education Teacher at Manchester High School, has submitted his notice of resignation effective at the end of the 2019-2020 School Year. Mr. Violette has been with Manchester Public Schools since August 27, 2019. It is recommended that his resignation be accepted.

Ms. Susan Sheroff, Art Teacher at Bennet Academy, has submitted her notice of intent to retire effective at the end of the 2019-2020 School Year. Ms. Sheroff has been with Manchester Public Schools since August 30, 1993. It is recommended that her resignation be accepted.

Ms. Debra Duchesneau, Speech & Language Pathologist for Manchester Public Schools, has submitted her notice of resignation effective at the end of the 2019-2020 School Year. Ms. Duchesneau has been with Manchester Public Schools since September 4, 2018. It is recommended that her resignation be accepted.

NON-RENEWAL OF CONTRACT

None to report

June 8, 2020

Town of Manchester
Board of Education

To: Manchester Board of Education
From: Mr. Matthew Geary, Superintendent of Schools
Subject: Transfer of Funds
Date: 05/12/2020

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 Buildings & Grounds Maintenance Capital Repairs in the amount of \$2,012.00. Transfer to Buildings & Grounds Maintenance Rentals in the amount of \$2,012.00.

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.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 8, 2020

TO: Accounting Department	School/Department: Buildings & Grounds
Date of Request: 05/12/2020	Approver: David Grande
	Date Approved: 5/12/2020

SUBJECT:
TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

\$ 2,012.00 TOTAL INCREASE (Must match total decrease)

Date Transfer Completed: _____ Name: _____

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Permission to apply for FY 19/21 Federal Head Start Coronavirus Aid, Relief, and Economic Security Funding

Date: May 15, 2020

Background: The Manchester Board of Education must submit an application to receive a percentage of a Non-Competitive Supplement of \$250 million for every Head Start program to deal with the response and general preparedness for COVID19.

Discussion/Analysis: The funding will be based on a formula derived by the enrollment in our Head Start program.

Financial Impact: None.

Other Board/Commission Action: None.

Recommendations: The Superintendent recommends that the Board of Education give permission to apply for the FY 19/21 Federal Head Start Coronavirus Aid, Relief, and Economic Security funding.

Attachments: None.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 8, 2020

**Town of Manchester
Board of Education**

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Permission to apply for FY20-22 IDEA 611 Grant

Date: May 15, 2020

Background:

The Manchester Board of Education is applying for grant funding under the federal Individuals with Disabilities Education Improvement Act (IDEA) 611 grant for FY 2020-2022. This grant supports a wide range of special education services for students in the Manchester school district.

Discussion/Analysis:

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

Financial Impact:

There is no financial impact to the town. This is a two year grant that provides funds from the U.S. Department of Education and the State of Connecticut.

Other Board/Commission Action:

None.

Recommendations:

The Superintendent recommends that the Board of Education give permission to apply for the FY20-22 Individuals with Disabilities Education Improvement Act (IDEA) 611 grant.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
June 8, 2020

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Permission to apply for FY20-22 IDEA 619 Grant
Date: May 15, 2020

Background:

The Manchester Board of Education is applying for grant funding under the federal Individuals with Disabilities Education Improvement Act (IDEA) 619 grant for FY 2020-2022. This grant supports a wide range of special education services for students in the Manchester school district.

Discussion/Analysis:

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

Financial Impact:

There is no financial impact to the town. This is a two year grant that provides funds from the U.S. Department of Education and the State of Connecticut.

Other Board/Commission Action:

None.

Recommendations:

The Superintendent recommends that the Board of Education give permission to apply for the FY20-22 Individuals with Disabilities Education Improvement Act (IDEA) 619 grant.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
June 8, 2020

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Permission to apply for the Carl D. Perkins Career and Technical Education Secondary Basic Grant for the 2020-21 school year.

Date: May 28, 2020

Background:

Manchester Public Schools have demonstrated a record of excellence in career and technical education. The Carl D. Perkins Career and Technical Education Secondary Basic Grant will improve and expand education and career guidance systems for Manchester's youth. The grant is funded by the State of Connecticut.

Discussion/Analysis:

Funds will be used to:

1. Revise and/or re-write curriculum to ensure alignment with state/national common core standards in Business, Family Consumer Science, Health Careers and Technology Education departments.
2. Provide professional development opportunities to ensure that students are exposed to specific career-based competencies, which will prepare them for a transition to a technologically-advanced employment workplace.
3. Provide funding for externships and field trips in conjunction with the College Career Pathways initiative.
4. Support specific developmental initiatives through funding for instructional programs, supplies and equipment for grades 9-12 in the aforementioned areas.

Financial Impact: None to the Board of Education

Proposed Budget for the 2020-21 School Year: \$117,791

Other Board/Commission Action: None

Recommendations: The Superintendent recommends that the Board of Education give permission to apply for the FY2020-21 Carl D. Perkins Grant.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
June 8, 2020

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Permission to apply for FY 19/21 Elementary and Secondary School Education Relief (ESSER) Funding

Date: June 2, 2020

Background: The United States Department of Education has approved the Department's application for funding under the federal CARES Act, Elementary and Secondary School Education Relief (ESSER). The Department was awarded \$111 million in funding, of which \$11.1 million will be reserved for state-level activities, and the balance of \$99.9 million will be distributed to local education agencies (LEAs) based on the proportion of Title I funding they received for fiscal year 2020.

Discussion/Analysis: The funding will support the districts as we consider next steps to continue to provide education in a way that is accessible, equitable and meaningful for the children we serve. The road to recovery for school districts will be unique to each district.

Financial Impact: None.

Other Board/Commission Action: None.

Recommendations: The Superintendent recommends that the Board of Education give permission to apply for the FY 19/21 Elementary and Secondary School Education Relief funding.

Attachments: None.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 8, 2020

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: Item for Appropriation Immigrant & Youth Education Program
FY2019-2021
Date: May 20, 2020

Background:

The Connecticut State Department of Education has awarded FY19-21 funding under the Immigrant & Youth Education Program grant. This grant will be used to enhance instructional opportunities for immigrant children and youth.

Discussion/Analysis:

The FY19-21 grant will support family literacy, instructional materials, translation support, supplementary ELL tutors and support for students learning English. The funding of this grant is geared toward instructional services in the school district and activities coordinated with community-based organizations.

Financial Impact:

The District has been granted \$6,962.

Other Board/Commission Action:

None.

Recommendations:

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$6,962 for FY19-21 Immigrant & Youth Education Program grant, to be funded by the Connecticut State Department of Education.

Attachments:

Award letter and budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
June 8, 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: FEDERAL
Statute: P.L. 107-110
CFDA #: 84.365A
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-20868-2020-82076-170003

2 Grant Title

IMMIGRANT & YOUTH EDUCATION PROGRAM

5 Award Period

7/1/2019 - 6/30/2021

3 Education Staff

Program Manager:

Megan Alubicki (860) 713-6786

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$6,962

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.

This grant has been approved.

5/15/2020

Desi Nesmith

BUDGET FORM

Created On: 5/15/2020

ED 114

Fiscal Year: 2020
Grantee Name: MANCHESTER
Grant Title: IMMIGRANT & YOUTH EDUCATION PROGRAM
Project Title: COMPETITIVE GRANTS
Fund: 12060 **SPID:** 20868 **Year:** 2020 **PROG:** 82076 **CF1:** 170003 **CF2:**
Grant Period: 7/1/2019 - 6/30/2021 **Authorized Amount:** \$6,962
Project Code: SDE000000000002

Funding Status: Final
Vendor ID: 00077

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$6,962

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
100	PERSONAL SERVICES - SALARIES	6,962	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
300	PURCHASED PROF/TECH SERVICES		
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES		
600	SUPPLIES		
700	PROPERTY		
800	MISCELLANEOUS		
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	TOTAL	\$6,962	

Original Request Date: 5/13/2020

This budget was approved by Megan Alubicki on 5/13/2020.

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: **Updated** Appropriation Immigrant & Youth Education Program
FY2018-2021
Date: May 15, 2020

Background:

The Connecticut State Department of Education has awarded FY18-21 funding under the Immigrant & Youth Education Program grant. This grant will be used to enhance instructional opportunities for immigrant children and youth.

Discussion/Analysis:

The FY18-21 grant will support family literacy, instructional materials, translation support, supplementary ELL tutors and support for students learning English. The funding of this grant is geared toward instructional services in the school district and activities coordinated with community-based organizations.

Financial Impact:

The District has been granted \$22,225.

Other Board/Commission Action:

None.

Recommendations:

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$22,225 for updated FY18-21 Immigrant & Youth Education Program grant, to be funded by the Connecticut State Department of Education.

Attachments:

Award letter and budget.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
June 8, 2020



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

REVISION

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 12060-20868-2019-82076-170003

2 Grant Title

IMMIGRANT & YOUTH EDUCATION PROGRAM

5 Award Period

7/1/2018 - 9/30/2021

3 Education Staff

Program Manager:

Megan Alubicki (860) 713-6786

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$22,225

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, 2018 and June 30, 2019 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2019. For grants awarded for two-year periods beginning July 1, 2018, 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, 2020. 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 has been approved.

5/8/2020

Desi Nesmith

BUDGET FORM

Created On: 5/15/2020

ED 114

Fiscal Year: 2020
Grantee Name: MANCHESTER
Grant Title: IMMIGRANT & YOUTH EDUCATION PROGRAM
Project Title: COMPETITIVE GRANTS
Fund: 12060 **SPID:** 20868 **Year:** 2020 **PROG:** 82076 **CF1:** 170003 **CF2:**
Grant Period: 7/1/2019 - 6/30/2021 **Authorized Amount:** \$6,962
Project Code: SDE000000000002

Funding Status: Final
Vendor ID: 00077

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$6,962

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
100	PERSONAL SERVICES - SALARIES	6,962	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
300	PURCHASED PROF/TECH SERVICES		
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES		
600	SUPPLIES		
700	PROPERTY		
800	MISCELLANEOUS		
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	TOTAL	\$6,962	

Original Request Date: 5/13/2020

This budget was approved by Megan Alubicki on 5/13/2020.

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: **Updated** Appropriation, Title I, Part A – *Improving Basic Programs* Grant FY 2018-2021
Date: May 20, 2020

Background:

The Connecticut State Department of Education has awarded funding under the Title I, Part A - *Improving Basic Programs* Grant FY 2018-2021. This grant will be used to support district and school improvement efforts.

Discussion/Analysis:

The Title I, Part A – *Improving Basic Programs* Grant FY 2018-2021 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 updated appropriation for \$1,614,299 under the Title I, Part A – *Improving Basic Programs* Grant FY 2018-2021, to be funded by the Connecticut State Department of Education.

Attachments:

Award letter and budget

Matthew Geary

Matthew Geary
Superintendent of Schools
June 8, 2020



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



MR. MATHEW A. GEARY
SUPERINTENDENT OF SCHOOLS
MANCHESTER PUBLIC SCHOOLS
45 NORTH SCHOOL STREET
MANCHESTER, CT 06040-2022

Date: 5/20/2020

Grantee: MANCHESTER PUBLIC SCHOOLS

Core-CT Grant No: 077-000 12060 - 20679 - 2019 - 82070 - 170002

CFDA Number: 84.010A

Grant Title: TITLE I IMPROVING BASIC PROGRAMS

Grant Type: FEDERAL

Grant Amount: \$1,614,299

Grant Period: 7/1/2018 - 9/30/2021

Program Manager: Marlene Padernacht

Statute: P.L. 107-110

Dear Mr. Geary:

This is to inform you that the requested Budget revision for the project noted above is approved. Attached is the approved ED114 budget form.

This budget has been approved by Program Manager, Marlene Padernacht, on 5/20/2020.

Enclosure: ED114

BUDGET FORM

Created On: 5/20/2020

ED 114

Fiscal Year: 2020
Grantee Name: MANCHESTER
Grant Title: TITLE I IMPROVING BASIC PROGRAMS
Project Title:
Fund: 12060 **SPID:** 20679 **Year:** 2019 **PROG:** 82070 **CF1:** 170002 **CF2:**
Grant Period: 7/1/2018 - 9/30/2021
Project Code: SDE000000000002

Funding Status: Final
Vendor ID: 00077
Authorized Amount: \$1,614,299

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$1,614,299

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD	NEGL BUD
100	PERSONAL SERVICES - SALARIES	1,216,925		800
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	161,133		61
300	PURCHASED PROF/TECH SERVICES	53,639	385	4,096
400	PURCHASED PROPERTY SERVICES			
500	OTHER PURCHASED SERVICES	12,078		2,214
600	SUPPLIES	143,303	7,226	4,138
700	PROPERTY		8,222	
800	MISCELLANEOUS		79	
914	INTERNAL TRANSFERS			
917	INDIRECT COST			
	TOTAL	\$1,587,078	\$15,912	\$11,309

Original Request Date: 10/16/2018

This budget was approved by Marlene Padernacht on 5/20/2020.

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: **Updated** Appropriation, Title II, Part A – *Supporting Effective Instruction* Grant FY 2018-2021
Date: May 20, 2020

Background:

The Connecticut State Department of Education has awarded funding under the Title II, Part A – *Supporting Effective Instruction* Grant FY 2018-2021. 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 2018-2021 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 updated appropriation for \$272,315 under the Title II, Part A – *Supporting Effective Instruction* Grant FY 2018-2021, to be funded by the Connecticut State Department of Education.

Attachments:

Award letter and budget

Matthew Geary

Matthew Geary
Superintendent of Schools
June 8, 2020



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

REVISION

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 12060-20858-2019-84131-170002

2 Grant Title

TITLE II-PART A TEACHERS

5 Award Period

7/1/2018 - 9/30/2021

3 Education Staff

Program Manager:

Marlene Padernacht 860-713-6568

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$272,315

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, 2018 and June 30, 2019 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2019. For grants awarded for two-year periods beginning July 1, 2018, 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, 2020. 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 has been approved.

5/20/2020

Desi Nesmith

BUDGET FORM

Created On: 5/20/2020

ED 114

Fiscal Year: 2020
Grantee Name: MANCHESTER
Grant Title: TITLE II-PART A TEACHERS
Project Title:
Fund: 12060 **SPID:** 20858 **Year:** 2019 **PROG:** 84131 **CF1:** 170002 **CF2:**
Grant Period: 7/1/2018 - 9/30/2021
Project Code: SDE000000000002

Funding Status: Final
Vendor ID: 00077
Authorized Amount: \$272,315

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$272,315

CODES	DESCRIPTIONS	PUB BUD	NPUB BUD
100	PERSONAL SERVICES - SALARIES	133,415	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	20,460	
300	PURCHASED PROF/TECH SERVICES	68,147	45,254
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES		5,039
600	SUPPLIES		
700	PROPERTY		
800	MISCELLANEOUS		
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	TOTAL	\$222,022	\$50,293

Original Request Date: 9/20/2018

This budget was approved by Marlene Padernacht on 5/18/2020.

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: **Updated** Appropriation, Title III, Part A English Language Acquisition, FY 2018-2021
Date: May 28, 2020

Background:

The Connecticut State Department of Education has awarded FY 2018-2021 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 2018-2021 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 \$51,972 from the State for FY 2018-2021.

Other Board/Commission Action:

None

Recommendations:

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$51,972 under the FY 2018-2021 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

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, CT
June 8, 2020



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

REVISION

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 12060-20868-2019-82075-170002

2 Grant Title

TITLE III PART A ENGLISH LANG. ACQUIS.

5 Award Period

7/1/2018 - 9/30/2021

3 Education Staff

Program Manager:

Megan Alubicki (860) 713-6786

Payment & Expenditure Inquiries:

Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$51,972

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, 2018 and June 30, 2019 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2019. For grants awarded for two-year periods beginning July 1, 2018, 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, 2020. 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 has been approved.

5/27/2020

Desi Nesmith

BUDGET FORM

Created On: 5/27/2020

ED 114

Fiscal Year: 2020
Grantee Name: MANCHESTER
Grant Title: TITLE III PART A ENGLISH LANG. ACQUIS.
Project Title:
Fund: 12060 **SPID:** 20868 **Year:** 2019 **PROG:** 82075 **CF1:** 170002 **CF2:**
Grant Period: 7/1/2018 - 9/30/2021 **Authorized Amount:** \$51,972
Project Code: SDE000000000002

Funding Status: Final
Vendor ID: 00077

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$51,972

CODES	DESCRIPTIONS	PUBLIC	NON-PUBLIC
100	PERSONAL SERVICES - SALARIES		
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
300	PURCHASED PROF/TECH SERVICES	48,825	
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES	880	130
600	SUPPLIES	2,137	
700	PROPERTY		
800	MISCELLANEOUS		
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	TOTAL	\$51,842	\$130

Original Request Date: 10/23/2018

This budget was approved by Megan Alubicki on 5/27/2020.

**Town of Manchester
Board of Education**

To: Manchester Board of Education
From: Matthew Geary, Superintendent of Schools
Subject: **Updated** Appropriation for Title IV, Part A, Student Support and Academic Enrichment Grant, FY 2018-2021
Date: May 15, 2020

Background:

The Connecticut State Department of Education has awarded FY2018-2021 funding under the Title IV, Part A, Student Support and Academic Enrichment Grant. This grant will be used to improve student's academic achievement.

Discussion/Analysis:

The FY 18/21 grant will be used for:

- Provide all students with access to a well-rounded education
- Improve school conditions for student learning
- Improve the use of technology in order to improve the academic achievement and digital literacy of 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 \$109,771 for the updated FY18-21 Title IV, Part A, Student Support and Academic Enrichment Grant to be funded by the Connecticut State Department of Education.

Attachments:

Award letter and budget

Matthew Geary

Matthew Geary
Superintendent of Schools
June 8, 2020



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

REVISION

1 Grant Recipient

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

4 Award Information

Grant Type: FEDERAL
Statute: Subpart 1, Title IV, Part A of the ESEA,
SSAE Prog
CFDA #: 84.424A
SDE Project Code: SDE0000000000002

Grant Number: 077-000 12060-22854-2019-82079-170002

2 Grant Title

STUDENT SUPPORT AND ACADEMIC ENRICHMENT GRANT

5 Award Period

7/1/2018 - 9/30/2021

3 Education Staff

Program Manager:
Lynn Nauss PM (860) 713-6457
Payment & Expenditure Inquiries:
Jeffrey Lindgren 860-713-6624

6 Authorized Funding

Grant Amount: \$109,771
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, 2018 and June 30, 2019 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2019. For grants awarded for two-year periods beginning July 1, 2018, 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, 2020. 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 award is provided to address the LEA proposal for Title IV, Part A services to students.

This grant has been approved.

5/4/2020

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

BUDGET FORM

Created On: 5/4/2020

ED 114

Fiscal Year: 2020
Grantee Name: MANCHESTER **Grantee:** 077-000
Grant Title: STUDENT SUPPORT AND ACADEMIC ENRICHMENT GRANT
Project Title: TITLE IV, PART A
Fund: 12060 **SPID:** 22854 **Year:** 2019 **PROG:** 82079 **CF1:** 170002 **CF2:**
Grant Period: 7/1/2018 - 9/30/2021 **Authorized Amount:** \$109,771
Project Code: SDE000000000002

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$109,771

CODES	DESCRIPTIONS	PUBLIC	NONPUBLIC
100	PERSONAL SERVICES - SALARIES		
200	PERSONAL SERVICES-EMPLOYEE BENEFITS		
300	PURCHASED PROF/TECH SERVICES	84,771	10,916
400	PURCHASED PROPERTY SERVICES		
500	OTHER PURCHASED SERVICES	4,726	3,600
600	SUPPLIES		5,758
700	PROPERTY		
800	MISCELLANEOUS		
914	INTERNAL TRANSFERS		
917	INDIRECT COST		
	TOTAL	\$89,497	\$20,274

Original Request Date: 9/26/2018

This budget was approved by Lynn Nauss PM on 5/4/2020.

Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation FY19-21 Hartford Foundation for Public Giving
COVID-19 Response Grant

Date: June 2, 2020

Background:

Hartford Foundation for Public Giving launched the COVID-19 Response Fund to rapidly deploy resources to support those most significantly affected by the coronavirus pandemic. The Fund is designed to complement the work of federal, state and municipal government efforts and expand local capacity to address all aspects of outbreak as efficiently as possible.

Discussion/Analysis:

These funds will be used to provide assistance with operating support for distance learning needs during COVID-19 response serving Manchester families.

Financial Impact: None

Other Board/Commission Action: None

Recommendations:

The Superintendent of Schools recommends that the Board of Education request the Board of Directors to establish an appropriation for FY19-21 Hartford Foundation of Public Giving COVID-19 Response in the amount of \$75,000.

Attachments: None.

Matthew Geary

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
June 8, 2020

Manchester Public Schools





Mariel McDonnell, Bennet



Gregg Oberlander, Bentley



Jennifer Adams, Bowers



Kendra Montstream, Buckley



Cassie Budman, Highland Park



Lisa Smith, Keeney



Gerry Navarra, MHS



Lucinda Gallant, MMA



Ellen Schumey, MRA



Mary Hrenko, Martin



Ryan Nunes, Verplanck



Theresa Golino, Waddell

**MPS Teacher of the Year
is....**



Congratulations!



Congratulations!

Jessica Williams, Illing

FACILITIES MAINTENANCE POLICY

The Manchester Board of Education believes that the condition of the school buildings is central to the capacity of the schools to provide an excellent education. Therefore, school buildings and grounds shall provide to students, staff and visitors a safe and comfortable environment, with appropriate fixtures and furnishings, in order to provide an atmosphere conducive to learning.

The Superintendent, in cooperation with the Business Manager, shall create a comprehensive maintenance plan for long and short-term projects. A summary of the plan will be presented to the Building and Sites Committee on or about December 1 for each school year and the Board of Education during the regularly scheduled first meeting in March of each school year. It is recognized that the plan is subject to review and modification based upon the needs of the school district.

Adequate funding will be defined in the guidelines for

- Custodial Supplies/Materials
- Maintenance Supplies/Materials
- Minor Capital Improvements
- Capital Repairs

Each category is exclusive of salaries/benefits/overtime)

Changing the funding guidelines will require a 2/3 vote of the Board of Education.

Oversight of this policy will be in the realm of the Building and Sites Committee and the Board of Education. Reports relative to the condition of the facilities will be shared quarterly with the Building and Sites Committee and semi-annually with the Board of Education.

Accountability: Superintendent, Business Manager, Principals

Adopted: October 13, 1999

Revised: March 24, 2015

Administrative Guidelines:

Facilities expenses shall be divided into four major categories:

Custodial Supplies and Materials

Maintenance Supplies and Materials

Limited Scope Capital Improvements

Capital Repairs

Each category is exclusive of salaries/benefits/overtime

Minimum funding levels are established for the following categories as follows:

CUSTODIAL CLEANING SUPPLIES: The Manchester Board of Education shall set forth a budget of not less than \$.25 per square foot for custodial cleaning supplies and materials.

MAINTENANCE SUPPLIES: The Manchester Board of Education shall set forth a budget of not less than \$.30 per square foot for maintenance materials.

To allow the Board of Education to have flexibility, funds not expended for custodial and maintenance supplies during the school year will be "rolled into" the Facilities Improvement Supplies Account in accordance with a plan approved by the Manchester Board of Directors, until a "cap" equal to 2.5% the total local School Budget approved by the Board of Directors (excluding grants) is reached, or remain as a budget surplus to be rolled into the Capital Reserve Account. The transfer (to the Facilities Improvement Account) would be in conjunction to the normal transfer in agreement with the Board of Directors to the Capital Reserve Account. This account will be reserved for sole use with regards to improvements by the Buildings and Grounds Department and any requests for funds will require the approval of the Superintendent of Schools, Board of Education, and the Board of Directors.

MINOR CAPITAL IMPROVEMENTS:

Minor capital improvements will include, but not be limited to any expenditures for the purchase and installation, including all ancillary expenses for delivery, rigging, etc., of new, permanent facility systems, replacement or upgrade to an existing permanent facility system having a useful life of at least one year, and which will either enhance the property's overall value or increases its efficiency, strength, capacity, quality, or useful life and incurs an installed cost in excess of \$10,000.

For example, oil tank replacements, window replacements, renovations of classrooms and other areas would be considered capital improvements.

The Board of Education will set aside not less than 0.6% of the approved local School Budget approved by the Board of Directors (excluding grants) for Capital Improvements.

CAPITAL REPAIRS:

Capital Repairs are improvements that keep property in efficient operating condition, restore the property to its previous condition, protect the underlying property through routine maintenance, or allow for incidental repair to property.

For example, boiler repairs, emergency asbestos removal, repaired doors, and carpet replacements are examples of capital repairs.

The Board of Education shall set aside not less than 0.35% of the approved local School Budget approved by the Board of Directors (excluding grants), for Capital Repairs.

These funds will permit the Buildings and Grounds Department to prepare bids prior to May 1 and award those bids in advance of June 30th for the coming school year.

Additional funds may be added to the Building and Grounds' line items as approved by a majority vote of the Manchester Board of Education.

Funds not expended during the school year will be "rolled into" the existing, approved Town Capital Reserve Account in accordance with the plan approved by the Manchester Board of Education and Manchester Board of Directors.

Square foot will be defined as the total square footage of the Manchester Public Schools. (1,238,772) Increases to the per foot allotment will be determined by the Board of Education following a review of the current expenses, anticipated expenses and may also be tied to the consumer Price Index as recorded on November 1 of the current budget year.

No transfers out of any Buildings and Grounds accounts will be approved without a 2/3 vote of the Board of Education.

EDUCATIONAL TECHNOLOGY MAINTENANCE POLICY

The Manchester Board of Education believes that the condition of educational technology in the district is central to meeting the district's responsibility to provide the educational tools for all aspects of learning, communication, and the organization and management of student data. Therefore, the Board of Education shall provide to students and staff an atmosphere supported by appropriate hardware, software, infrastructure and connectivity in order to provide an environment that is globally-connected, dynamic, relevant, interactive, exploratory, creative and conducive to learning.

The Superintendent, in cooperation with the Assistant to the Superintendent for Finance and Management and the Supervisor of Educational Technology, shall create a three-year Districtwide Technology Plan including a schedule for the acquisition and replacement of hardware and software. A summary of the plan will be presented to the Personnel/Finance and Negotiations Committee during the budget process on or about January 1 of each school year and, if necessary, to the Board of Education during the regularly scheduled first meeting in March of each school year. It is recognized that the plan is subject to review and modification based upon the needs of the school district.

Changing the funding guidelines will require a 2/3 vote of the Board of Education.

Oversight of this policy will be in the realm of the Personnel/Finance and Negotiations Committee and the Board of Education. Reports relative to the acquisition and replacement of hardware and software will be shared quarterly with the Personnel/Finance and Negotiations Committee and annually with the Board of Education.

Accountability: Superintendent, Assistant to the Superintendent for Finance and Management, Supervisor for Educational Technology, and Principals.

Adopted: December 18, 2006

EDUCATIONAL TECHNOLOGY MAINTENANCE POLICY

Administrative Guidelines

The minimum funding levels for the purchase of hardware, software, infrastructure and connectivity will be equal to .5% of the total local School Budget approved by the Board of Directors (excluding grants).

The Manchester Board of Education shall set forth a budget that will support a five-year cycle of acquisition and replacement. Educational technology purchases will include, but not be limited to any expenditures for the purchase and installation, including all ancillary expenses for delivery, etc., of new, permanent educational technology, replacement or upgrade to an existing permanent educational technology system having a useful life of at least one year, and which extends the life and/or expands the utility of the system.

Funds for the purchase of hardware, software, infrastructure and connectivity are to be allocated as outlined in the District Technology Plan and approved by the District Technology Committee.

No transfers out of any educational technology accounts will be approved without a 2/3 vote of the Board of Education.

Additional funds may be added to the Educational Technology line items as approved by a majority vote of the Manchester Board of Education.

References:

Manchester Public Schools Technology Plan V (2004-2007)

Acquisition and Replacement Plan (2006)

Adopted: December 18, 2006

BOARD OF EDUCATION & BUDGET WORKSHOP
DRAFT MEETING SCHEDULE 2020-2021

All regular BOE meetings will be held at 7:00 p.m. School Improvement Plan meetings are held in the presenting school. All budget workshops will be held at 6:00 p.m.

DATE	MEETING TYPE	SUBCOMMITTEE MTGS. 5:45 p.m.	LOCATION	TOPIC 1	TOPIC 2
Monday, July 13, 2020	Regular Meeting		Lincoln Ctr	Close of School Update	
Monday, August 31, 2020	Regular Meeting		Lincoln Ctr	Opening of School Update	
Monday September 14, 2020	Regular Meeting	Policy	Lincoln Ctr.	District Improvement Plan Update	Professional Development Highlights
Monday, September 28, 2020	Regular Meeting	Personnel and Finance	Lincoln Ctr.	Update on Technology	
Wednesday, October 14, 2020	Regular Meeting	Curriculum and Instruction	Bennet	Bennet School Improvement Plan	
Monday, October 26, 2020	Regular Meeting	Buildings and Sites	Lincoln Ctr.	Update on Human Resources	
Monday, November 9, 2020	Regular Meeting	Policy	Lincoln Ctr.	Update on Humanities	Reaffirmation of Board of Education Bylaws
Wednesday, November 18, 2020	Pre-Budget Workshop		MHS -Room 293	Pre-Budget Workshop 6:00 - 7:00	
Wednesday, November 18, 2020	Regular Meeting	Personnel and Finance	MHS - Room 293	Update on STEM	
Monday, November 30, 2020	Professional Learning	Board Members	Board Room A	5:30 - 8:30	
Monday, December 14, 2020	Regular Meeting	Legislative Dinner	Lincoln Ctr.	Fall Data Update	
Monday, January 11, 2021	Regular Meeting	Curriculum and Instruction	Lincoln Ctr.	Budget Presentation	
Wednesday, January 13, 2021	Workshop		MHS - Room 293	Budget Workshop #1	
Monday, January 25, 2021	Regular Meeting	Buildings and Sites	MHS - Room 293	Budget Update	
Wednesday, February 3, 2021	Workshop		MHS -Room 293	Budget Workshop #2	
Monday, February 8, 2021	Regular Meeting	Policy	Lincoln Ctr.	Adoption of Budget	
Wednesday, February 10, 2021	Workshop		MHS -Room 293	Budget Workshop #3	
Monday, February 22, 2021	Regular Meeting	Personnel and Finance	Lincoln Ctr.	Winter Data Update	Update on Student Behavioral Supports
Monday, March 8, 2021	Regular Meeting	Curriculum and Instruction	MHS - Room 293	Manchester High School Improvement Plan	
Monday, March 22, 2021	Regular Meeting	Buildings and Sites	Verplanck	Verplanck School Improvement Plan	
Monday, April 5, 2021	Regular Meeting	Policy	Highland	Highland School Improvement Plan	
Monday, April 19, 2021	Regular Meeting	Personnel and Finance	Martin	Martin School Improvement Plan	
Monday, May 3, 2021	Regular Meeting	Curriculum and Instruction	Lincoln Ctr.	Adult Education Update	
Wednesday, May 5, 2021	Workshop		MHS - Room 293	Budget Workshop #4	
Wednesday, May 12, 2021	Workshop		MHS - Room 293	Budget Workshop #5	
Monday, May 17, 2021	Regular Meeting	Buildings and Sites	Illing	Illing School Improvement Plan	
Wednesday, May 19, 2021	Workshop		MHS - Room 293	Budget Workshop #6	
Tuesday, June 1, 2021	Regular Meeting	Policy	Waddell	Waddell School Improvement Plan	
Monday, June 14, 2021	Regular Meeting		Lincoln Ctr.	Close of School Update	
Monday, July 12, 2021	Regular Meeting		Lincoln Ctr.	Spring Data Update	
Monday, August 30, 2021	Regular Meeting		Lincoln Ctr.	Opening of School Update	



Manchester Public Schools

Kennedy Education Center
45 North School Street
Manchester, CT 06042
860-647-5041

www.mpspride.org

June 8, 2020

VIA EMAIL AND CERTIFIED MAIL

DATTCO, Inc.
583 South Street
New Britain, CT 06051
ATTN: Donald A. DeVivo

Re: Amendment to Contract for Transportation Services by and between the Board of Education of the Town of Manchester and DATTCO, Inc.

Dear Mr. DeVivo:

Reference is hereby made to the Contract for Transportation Services by and between the Board of Education of the Town of Manchester (the "Board") and DATTCO, Inc. ("DATTCO", and together with the Board, the "Parties") for the period commencing on August 1, 2017 and ending on June 30, 2022 (the "Contract"). I write to memorialize the Parties' agreement regarding an amendment to the Contract for the purpose of complying with The Coronavirus Aid, Relief, and Economic Security (CARES) Act (the "CARES Act") and Governor Ned Lamont's Executive Order 7R (the "Amendment").

The Board, acting by and through its Superintendent of Schools, and DATTCO, each agree to amend the Contract as provided for herein. The Parties further agree that:

1. The purpose of this Amendment is to comply with the CARES Act and Governor Lamont's Executive Order 7R.
2. Due to the COVID-19 pandemic, the Board's schools were closed for the period beginning on March 16, 2020 through June 15, 2020 (the "School Closure Period"). Transportation services were not provided during the School Closure Period.
3. The Board hereby represents and warrants to DATTCO that the Payment Terms set forth below represent payment to the greatest extent practicable under the circumstances, as required by the CARES Act. DATTCO acknowledges and accepts such representation

and warranty. There will be no payment outside of the payment authorized by this Amendment due for the period of March 16, 2020 through June 30, 2020, unless the Board requests services between the end of the School Closure Period and June 30, 2020.

4. DATTCO shall, no later than June 3, 2020, offer to re-hire all previously laid off employees who were employed at the terminal from which transportation services under the Contract were provided immediately prior to the School Closure Period (collectively, the "Terminal Staff") and take such other commercially reasonable measures as are necessary to be in a position to provide continuity of service when the School Closure Period has ended. The payment terms included in this Amendment are conditioned on DATTCO paying all Terminal Staff who return to active employment status as of June 1, 2020 through June 15, 2020.
5. In addition to any document retention requirements included in the Contract, DATTCO shall maintain records regarding the Terminal Staff supporting any and all charges to the Board during the School Closure Period for a period consistent with the Contract and produce such records to the Board.
6. The Parties shall cooperate to address issues arising regarding the reopening of schools and shall negotiate, in good faith, successor amendment(s) as prudent or necessary to address unique and unprecedented operational issues related to the COVID-19 pandemic.
7. Except as otherwise expressly provided by this Amendment, all of the respective terms, conditions and provisions of the Contract shall remain in full force and effect. It is declared and agreed by each of the Parties hereto that this Amendment and the Contract be read and construed as one instrument. It is the intent of the Parties that the terms and conditions of the Contract will commence in full force and effect on July 1, 2020.
8. This Amendment shall be governed by the laws of the State of Connecticut without giving effect to its choice of law principles.
9. This Amendment may be executed and delivered in any number of counterparts, each of which shall constitute an original, but all of which when taken together shall constitute but one and the same Amendment. The Parties further acknowledge that this Amendment may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g., via pdf) of an original signature, or signature via DocuSign or other similar electronic signature program.
10. The provisions of this Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective permitted successors and assigns.
11. Each term and condition, article, paragraph and subparagraph of this Amendment and any portion thereof, will be considered severable. If, for any reason, any portion of this Amendment is determined to be invalid, contrary to or in conflict with any applicable present or future law, rule or regulation in a final ruling issued by any court, agency or tribunal with valid jurisdiction, that ruling will not impair the operation of or have any other effect upon, any other portions of this Amendment; all of which will remain binding on the Parties and continue to be given full force and effect.
12. Sections 4, 5, 6, and 7 shall survive the termination or expiration of this Amendment.

The Parties further agree, in regard to Payments to be made by the Board during the School Closure Period, that:

13. DATTCO has provided the estimate form attached as Exhibits A and A-1 (the "Estimate") and attests to its good faith representation that it will spend \$795,702.13 during the term commencing upon the start of the School Closure Period through June 15, 2020. Under no circumstances shall the Board be obligated to pay more than the Estimate during the period from March 16, 2020 through June 30, 2020, unless the Board requests services during such period.
14. The Estimate represents 60% of the daily rate under the Contract prior to the rehire date for Terminal Staff and 95% of the daily rate under the Contract on and after the rehire date for Terminal Staff. For the avoidance of doubt, the Parties agree that, for the purposes of this Amendment, the daily rate is understood to be \$20,271.81.
15. Using the Form of Invoice attached hereto as Exhibit B (the "Final Invoice"), DATTCO shall invoice the Board by June 20, 2020, provided that the total of the Final Invoice shall not, under any circumstances, exceed the Estimate.
16. The Final Invoice shall include an amount equal to \$348,334.01 (average per month) which represents apportioned fleet costs and \$353,336.92 (average per month) which represents apportioned overhead/administrative costs, and an attestation from DATTCO certifying that it actually spent at least such amount during the relevant period while also engaging in best efforts to avoid unnecessary costs.
17. The Final Invoice shall include an amount equal to DATTCO's actual Terminal Staff costs (wages, payroll taxes, health care benefits), and an attestation from DATTCO certifying that it actually spent such amount during the relevant period while also engaging in best efforts to avoid unnecessary costs. DATTCO shall submit documentation supporting such Terminal Staff charges with the Final Invoice.
18. The Board will not be charged for more than 180 total days during the 2019-2020 school year (July 1, 2019 through June 30, 2020).
19. The Board will not be charged for any costs incurred during the period beginning June 16, 2020 through June 30, 2020, unless the Board requests services during this period.
20. The Board shall pay any undisputed amount set forth in the Final Invoice within thirty (30) days of its receipt of such invoice. The Board and DATTCO shall work together in good faith to promptly resolve any such disputes.

The signatures of the Parties below indicate acceptance of the conditions set forth herein. We look forward to continuing our cooperative relationship under more "normal" circumstances when school resumes in earnest.

Sincerely,

Matthew Geary
Superintendent of Schools

For DATTCO, Inc.

For the Manchester Board of Education

Donald A. DeVivo
President, DATTCO, Inc.
Date:

Matthew Geary
Superintendent of Schools, Manchester
Date:

EXHIBIT A

ESTIMATE

In connection with that certain Amendment to the Contract for Transportation Services by and between DATTCO, Inc. ("DATTCO") and the Board of Education of the Town of Manchester (the "Board") (the "Amendment"), DATTCO hereby represents and warrants that it has reviewed any and all information related to DATTCO's actual employee and fleet costs under the Contract (as defined in the Amendment), including, but not limited to, the Board's regular home-to-school routes, invoices issued to the Board pursuant to the terms of the Contract, and internal business records evidencing actual costs incurred and paid by DATTCO in connection with the Contract (collectively, the "Records"). Based on DATTCO's review of the Records, DATTCO hereby represents and warrants that it has prepared the following Estimate in good faith; the Estimate includes only such actual costs as described in the Amendment; and the Estimate is correct and accurate in all material respects and complies with Executive Order No. 7R (as defined in the Amendment) in all respects, including, but not limited to, the fact that DATTCO is not being enriched beyond the actual and reasonable costs incurred to ensure the continuity of transportation services at the conclusion of the School Closure Period (as defined in the Amendment).

ESTIMATE: \$795,702.13

REPRESENTATIVE PERCENT OF DAILY RATE: 60% prior to the Terminal Staff
Rehire Date
95% on and after the Terminal Staff
Rehire Date

DATTCO, INC.

By:
Name: Donald A. DeVivo
Title: President

EXHIBIT B

FORM OF INVOICE – EXAMPLE ONLY

June __, 2020

Fleet Costs	\$348,334.01
Overhead and Administrative Costs	\$353,336.92
Terminal Staff Costs*	<u>\$94,031.20</u>
Total Costs**	\$795,702.13
Amount due DATTCO*	\$795,702.13

*-invoiced amount may be lower if one or more employees do not return to work

** - not to exceed \$795,702.13.

By submitting this Invoice, the following represents and warrants on behalf of DATTCO, Inc. (“DATTCO”) that the information provided herein complies with that certain Amendment to Contract for Transportation Services between DATTCO and the Board of Education of the Town of Manchester (the “Board”) (the “Amendment”), and the information provided herein is correct and accurate and complies with Executive Order No. 7R (as defined in the Amendment) in all respects, including, but not limited to, the fact that DATTCO is not being enriched beyond the actual and reasonable costs incurred to ensure the continuity of transportation services at the conclusion of the School Closure Period (as defined in the Amendment). DATTCO also hereby represents and warrants that it is taking all commercially reasonable measures as are necessary to be in a position to provide continuity of service when the School Closure Period has ended.

DATTCO, Inc.

By: _____

Name: Donald A. DeVivo

Title: President



Total @ 100% \$ 1,196,036.74

MANCHESTER

CV Total @ 66.5% \$ 795,702.13

ROUTE	BUS	Bus Type	1ST SCHOOL	2ND SCHOOL	3RD SCHOOL	Mon	Tue	Wed	Thu	Fri	Days	Cost Per Day	Total Monthly Cost
1	2900	1	MHS	BENNET	MARTIN	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
2	11023	1	MHS	BENNET	VERPLANCK	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
3	11025	1	MHS	BENNET	KEENEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
4	2490	1	MHS	ILLING	KEENEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
5	3918	1	MHS	ILLING	MARTIN	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
6	11035	1	MHS	ILLING	BUCKLEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
7	12025	1	MHS	BENNET	HEADSTART	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
8	3921	1	MHS	ILLING	BOWERS	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
9	2931	1	MHS	ILLING	VERPLANCK	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
10	2934	1	MHS	ODYSSEY	HIGHLAND	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
11	2933	1	MHS	BENNET	KEENEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
12	3925	1	MHS	BENNET	VERPLANCK	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
13	2936	1	MHS	ILLING	MARTIN	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
14	13013	1	ST BRIDGET	ILLING	BUCKLEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
15	3987	1	ST JAMES	ILLING	BUCKLEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
16	10012	1	ST BRIDGET	BENNET	VERPLANCK	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
17	3953	1	ECHS	ILLING	HIGHLAND	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
18	12029	1	ECHS	ILLING	HEADSTART	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
19	2920	1	ECHS	BENNET	HIGHLAND	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
20	11026	1	ECHS	BENNET	MARTIN	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
21	3987	1	ECHS	ILLING	KEENEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
22	12028	1	CHENEY	BENNET	HEADSTART	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
23	3922	1	CHENEY	CORNERSTONE	WADDELL	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
24	15090	1	CHENEY	BENNET	BOWERS	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
25	11029	1	CHENEY	ODYSSEY	0	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
26	12054	1	CHENEY	BENNET	HEADSTART	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
27	12026	1	ST JAMES	ODYSSEY	VERPLANCK	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
28	2996	1	ST JAMES	ODYSSEY	WADDELL	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
29	14063	1	ST JAMES	ODYSSEY	KEENEY	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
30	14060	1	ST JAMES	ODYSSEY	WADDELL	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
31	15091	1	ST JAMES	BENNET	WADDELL	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
32	11030	1	ST JAMES	BENNET	WADDELL	1	1	1	1	1	5	\$ 348.14	\$ 1,740.70
33	1305	2	ROCKVILLE	BENNET	0	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
34	1256	2	MTC	BOWERS	MHS 9-30	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
35	27056	2	PRINCE	CORNERSTONE	BUCKLEY	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
36	1265	2	BENTLEY	BENNET	WADDELL	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
37	27054	2	GREAT PATH	MTC	BUCKLEY	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
38	3004	2	GREAT PATH	MTC	BOWERS	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
39	27039	2	GREAT PATH	MMA	HIGHLAND	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
40	17092	2	GREAT PATH	MPSC	MARTIN	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
41	22000	2	BENTLEY	ODYSSEY	BOWERS	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
42	1241	2	BENTLEY	ECREDIT	0	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
43	1249	2	BENTLEY	BUCKLEY PK	MARTIN	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
44	1252	2	0	ILLING	BUCKLEY	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
45	1242	2	CHENEY	MMA	MARTIN	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
46	27057	2	MHS	0	BUCKLEY PK	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
47	1273	2	MHS	ILLING	VERPLANCK	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
48	1262	2	BENTLEY	ODYSSEY	0	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
49	27053	2	PRINCE	0	VERPLANCK	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
50	1267	2	MRA	MPSC	0	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
51	1253	2	MRA	CORNERSTONE	HIGHLAND	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
52	1252	2	MRA	MHS PK	BUCKLEY PK	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
53	1258	2	MRA	ILLING	0	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50



MANCHESTER

CV Total @ 66.5% \$ 795,702.13

Total @ 100% \$ 1,196,036.74

ROUTE	BUS	Bus Type	1ST SCHOOL	2ND SCHOOL	3RD SCHOOL	Mon 3/2/2020	Tue 3/3/2020	Wed 3/4/2020	Thu 3/5/2020	Fri 3/6/2020	Days	Cost Per Day	Total Monthly Cost
54	1306	2	ST BRIDGET	0	KEENEY PK	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
55	29016	2	MHS	0	KEENEY PK	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
56	29014	2	MHS	BENNET	BOWERS	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
57	29015	2	MHS	BENNET	KEENEY	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
58	27055	2	GLASTONBURY	ILLING AM only (new)	ew Hor (PM onl)	1	1	1	1	1	5	\$ 300.70	\$ 1,503.50
59	27038L	2 WC	MHS WC	MPSC WC	MARTIN WC	1	1	1	1	1	5	\$ 312.61	\$ 1,563.05
60	27037L	2 WC	MHS WC	ILLING WC	MARTIN WC	1	1	1	1	1	5	\$ 312.61	\$ 1,563.05
MD1	MD	MD	MHS PK (IN)	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
MD2	MD	MD	MPSC (IN)	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
MD3	MD	MD	MPSC (OUT)	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD4	MD	MD	BUCKLEY (OUT)	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD5	MD	MD	BUCKLEY (IN)	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
MD6	MD	MD	BUCKLEY (IN)	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
MD7	MD	MD	MHS PK (IN)	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
MD8	MD	MD	MHS PK (OUT)	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD9	MD	MD	KEENEY (OUT)	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD10	MD	MD	KEENEY (IN)	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
MD11	MD	MD	MRA-ECREDIT	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD12	MD	MD	MMA to ILLING	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD13	MD	MD	MMA to BENNET	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
MD14	MD	MD	ILLING to MMA	M - F	0	1	1	1	1	1	5	\$ 51.99	\$ 259.95
LR15	LR	LR	MHS	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
LR16	LR	LR	MHS	M - TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
LR17	LR	LR	ILLING	M, W, TH	0	1	1	1	1	0	4	\$ 51.99	\$ 207.96
LR18	LR	LR	ILLING	M, W, TH	0	0	1	1	1	0	3	\$ 51.99	\$ 155.97
LR19	LR	LR	BENNET 1	M - W	0	1	1	1	0	0	3	\$ 51.99	\$ 155.97
LR20	LR	LR	BENNET 2	M - W	0	1	1	1	0	0	3	\$ 51.99	\$ 155.97
LR21	LR	LR	BENNET 3	M - W	0	1	1	1	0	0	3	\$ 51.99	\$ 155.97
LR22	LR	LR	ODYSSEY	T, W, TH	0	0	0	0	0	0	0	\$ 51.99	\$ -
LR23	LR	LR	ODYSSEY	T, W, TH	0	0	0	0	0	0	0	\$ 51.99	\$ -
AD	0	A/D	ADD/DELETE	0	0	-3	-3	-3	-3	-3	(15)	\$ 75.00	\$ (1,125.00)

Daily Rate \$ 20,450.69 \$ 20,346.71 \$ 20,450.69 \$ 20,294.72 \$ 19,774.82

\$ 101,317.63 WEEKLY @ 100%

Days Billed Through 3/13
CV Days 121
Total 59
Adjusted to 180 days

Calendar Days
182
(2)

MAR Days	3	3	2	2	2	12
MAR Total	\$ 61,352.07	\$ 61,040.13	\$ 40,901.38	\$ 40,589.44	\$ 39,549.64	
APR Days	3	3	4	4	2	16
APR Total	\$ 61,352.07	\$ 61,040.13	\$ 81,802.76	\$ 81,178.88	\$ 39,549.64	
MAY Days	3	4	4	4	5	20
MAY Total	\$ 61,352.07	\$ 81,386.84	\$ 81,802.76	\$ 81,178.88	\$ 98,874.10	
JUN Days	3	2	2	2	2	11
JUN Total	\$ 61,352.07	\$ 40,693.42	\$ 40,901.38	\$ 40,589.44	\$ 39,549.64	

MAR Total	\$ 243,432.66
60.0%	\$ 146,059.60
APR Total	\$ 324,923.48
60.0%	\$ 194,954.09
MAY Total	\$ 404,594.65
60.0%	\$ 242,756.79
JUN Total	\$ 223,085.95
95.0%	\$ 211,931.65

TOWN OF MANCHESTER

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 12021 BOE BUDGET FISCAL YEAR 2020-2021							FOR PERIOD 99		
ACCOUNTS FOR:									
CERTIFIED	ADMINISTRATORS		2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 ACTUAL	2020 PROJECTION	2021 Recommend	PCT CHANGE
TOTAL	CERTIFIED ADMINISTRATO		4,876,918.79	4,947,830.00	4,947,830.00	4,950,700.54	4,947,830.00	5,109,652.00	3.3%
TOTAL	CERTIFIED SALARIES		43,044,956.44	42,142,197.00	42,242,197.00	42,439,286.13	42,142,197.00	41,977,164.00	-.6%
TOTAL	NON-CERTIFIED SALARIES		10,832,047.94	11,888,088.00	11,888,088.00	11,847,968.65	11,888,088.00	12,401,314.00	4.3%
TOTAL	GRANT DATA SPECIALIST		12,853.96	10,530.00	10,530.00	10,530.00	10,530.00	10,530.00	.0%
TOTAL	GRANT FACILATATORS		50,111.38	40,860.00	40,860.00	40,860.00	40,860.00	40,860.00	.0%
TOTAL	HOURLY EMPLOYEES		2,541,278.68	2,200,713.00	2,200,713.00	2,750,124.94	2,200,713.00	2,742,276.00	24.6%
TOTAL	TUTORS		880,015.87	759,017.00	759,017.00	663,093.69	759,017.00	735,797.00	-3.1%
TOTAL	PARAPROFESSIONALS		3,933,153.55	4,137,365.00	4,137,365.00	4,054,109.36	4,137,365.00	4,270,623.00	3.2%
TOTAL	SPED 1:1 PARAPROFESSIO		107.15	.00	.00	.00	.00	.00	.0%
TOTAL	HALL MONITORS		224,057.27	182,159.00	182,159.00	244,126.48	182,159.00	249,764.00	37.1%
TOTAL	BUILDING SUBSTITUTES		354,084.09	240,000.00	240,000.00	345,570.64	240,000.00	240,000.00	.0%
TOTAL	CERT. DEGREE CHANGES		.00	100,000.00	.00	.00	100,000.00	100,000.00	.0%
TOTAL	WORKPLACE ED/BUSINESS		22,460.16	19,331.00	19,331.00	19,331.00	19,331.00	19,331.00	.0%
TOTAL	TECH/ON-LINE LEANING C		323.99	.00	.00	.00	.00	.00	.0%
TOTAL	OVERTIME		415,523.69	355,000.00	355,000.00	278,719.66	355,000.00	355,000.00	.0%
TOTAL	LIFE INSURANCE		132,028.31	142,592.00	142,592.00	132,812.20	142,592.00	126,549.00	-11.3%
TOTAL	SOCIAL SECURITY		2,113,754.15	2,259,674.00	2,259,674.00	1,940,085.88	2,259,674.00	2,173,174.00	-3.8%
TOTAL	TOWN PENSION		1,872,486.00	1,918,815.00	1,918,815.00	1,918,815.00	1,918,815.00	2,033,754.00	6.0%
TOTAL	DEFINED CONTRIBUTION		514,816.71	582,112.00	582,112.00	519,007.22	582,112.00	567,112.00	-2.6%
TOTAL	TUITION REIMBURSEMENT		69,886.42	50,000.00	50,000.00	72,712.83	50,000.00	165,000.00	230.0%
TOTAL	UNEMPLOYMENT COMP.		17,832.00	60,000.00	60,000.00	104,122.00	60,000.00	60,000.00	.0%
TOTAL	HEALTH & MAJ. MED.		14,983,888.11	18,351,800.00	18,351,800.00	18,351,827.61	18,351,800.00	18,046,289.00	-1.7%

TOWN OF MANCHESTER

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 12021 BOE BUDGET FISCAL YEAR 2020-2021						FOR PERIOD 99	
ACCOUNTS FOR:							
MAN. SELF INS. PROG. MSIP	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 ACTUAL	2020 PROJECTION	2021 Recommend	PCT CHANGE
TOTAL MAN. SELF INS. PROG. M	876,512.00	945,791.00	945,791.00	945,791.00	945,791.00	961,073.00	1.6%
TOTAL CERTIFIED-ACCUM. SICK	177,069.58	256,089.00	256,089.00	261,876.84	256,089.00	50,000.00	-80.5%
TOTAL NON-CERT. ACCUM. SICK	163,097.45	110,000.00	110,000.00	112,067.23	110,000.00	125,000.00	13.6%
TOTAL CERTIFIED LONGEVITY	227,453.67	280,435.00	280,435.00	442,958.56	280,435.00	283,225.00	1.0%
TOTAL NON-CERT. LONGEVITY	41,520.05	42,850.00	42,850.00	38,998.91	42,850.00	39,000.00	-9.0%
TOTAL CONSULTANTS	281,951.20	394,145.00	318,308.00	252,949.30	343,465.00	197,538.00	-37.9%
TOTAL PROFESSIONAL DEVELOPME	55,576.38	145,377.00	151,197.00	55,759.21	126,057.00	68,924.00	-54.4%
TOTAL LEGAL FEES	377,203.99	150,500.00	150,500.00	241,449.70	150,500.00	185,500.00	23.3%
TOTAL OTHER PROFESSIONAL SER	1,339,914.22	127,000.00	2,088,457.00	1,209,108.81	127,000.00	1,114,694.00	-46.6%
TOTAL SPORTS OFFICIALS	50,489.15	55,470.00	55,470.00	39,260.04	55,470.00	56,715.00	2.2%
TOTAL SPED RELATED SERVICES	487,926.24	.00	128,738.00	657,264.06	.00	650,000.00	404.9%
TOTAL DISPOSAL SERVICES	116,059.91	140,000.00	140,000.00	140,000.00	140,000.00	140,000.00	.0%
TOTAL CONTRACTED SERVICES	360,824.01	311,955.00	346,808.00	341,557.34	311,955.00	195,511.00	-43.6%
TOTAL CONTRACTED REPAIRS	.00	.00	30,000.00	42,815.32	.00	41,600.00	38.7%
TOTAL CONTRACTED SUBS	1,320,740.08	1,200,000.00	1,193,038.00	709,671.60	1,200,000.00	1,175,025.00	-1.5%
TOTAL REPAIR OF EQUIPMENT	81,491.49	98,038.00	110,727.00	144,294.52	98,038.00	127,448.00	15.1%
TOTAL RENTALS	416,789.40	359,006.00	352,290.00	372,116.38	359,006.00	381,734.00	8.4%
TOTAL REGULAR TRANSPORTATION	2,841,244.19	2,712,272.00	2,612,272.00	2,554,377.59	2,512,272.00	2,772,677.00	6.1%
TOTAL SPECIAL TRANSPORTATION	2,500,959.06	2,519,520.00	2,619,520.00	2,374,472.00	2,519,520.00	2,607,525.00	-.5%
TOTAL TRANSPORTATION FIELD/A	118,078.80	304,347.00	279,425.00	78,494.57	304,347.00	233,818.00	-16.3%
TOTAL HOMELESS TRANSPORTATIO	162,320.00	104,545.00	104,545.00	186,174.00	104,545.00	154,025.00	47.3%
TOTAL INTERSCHOLASTIC INSURA	29,501.00	29,500.00	29,500.00	29,501.00	29,500.00	29,500.00	.0%

TOWN OF MANCHESTER

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 12021 BOE BUDGET FISCAL YEAR 2020-2021						FOR PERIOD 99	
ACCOUNTS FOR:							
TELEPHONE/COMMUN.	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 ACTUAL	2020 PROJECTION	2021 Recommend	PCT CHANGE
TOTAL TELEPHONE/COMMUN.	150,471.13	124,128.00	124,078.00	139,153.90	124,128.00	143,359.00	15.5%
TOTAL COMM RELATED EQUIP	18,773.46	16,532.00	17,382.00	6,546.95	16,532.00	15,232.00	-12.4%
TOTAL LIBRARY DATA BASES	62,105.49	67,130.00	35,361.00	32,530.44	67,130.00	75,538.00	113.6%
TOTAL PRINTING/ADVERTISING	19,256.59	59,725.00	54,669.00	15,118.68	38,225.00	55,360.00	1.3%
TOTAL POSTAGE	29,591.26	38,770.00	39,070.00	58,547.46	38,770.00	40,344.00	3.3%
TOTAL TUITION-PUBLIC	4,916,516.15	4,702,500.00	3,039,167.00	3,590,518.50	4,702,500.00	3,497,197.00	15.1%
TOTAL TUITION-PRIVATE	2,393,775.66	2,845,440.00	2,412,941.00	2,542,094.65	2,845,440.00	2,298,008.00	-4.8%
TOTAL INSTRUCTIONAL SERVICES	.00	.00	74,437.00	1,199,490.50	.00	1,144,172.00	1437.1%
TOTAL TRAVEL/LODGING	79,315.54	109,361.00	110,169.00	71,084.42	95,861.00	105,491.00	-4.2%
TOTAL OTHER PURCHASED SERV	1,328,671.70	1,361,628.00	1,344,850.00	1,279,567.92	1,361,628.00	1,400,040.00	4.1%
TOTAL CAPITAL REPAIR	365,663.90	358,305.00	283,678.00	118,039.27	333,305.00	407,859.00	43.8%
TOTAL GENERAL SUP & MAT	177,014.21	338,409.00	329,938.00	213,068.74	297,819.00	314,853.00	-4.6%
TOTAL INSTRUCTIONAL SUP & MA	405,252.17	695,147.00	767,256.00	619,983.36	656,237.00	509,329.00	-33.6%
TOTAL COMPUTER SUP & MAT	125,722.58	228,594.00	220,200.00	207,658.47	215,730.00	183,665.00	-16.6%
TOTAL MAINTENANCE SUPPLIES	271,155.12	371,921.00	371,921.00	293,720.43	331,921.00	356,921.00	-4.0%
TOTAL TESTING	36,524.23	54,120.00	54,644.00	46,368.43	54,120.00	56,000.00	2.5%
TOTAL ATHLETIC SUPPLIES	20,449.47	54,650.00	62,150.00	55,308.77	54,650.00	63,390.00	2.0%
TOTAL CUSTODIAL SUP & MAT	246,429.91	319,568.00	319,568.00	283,270.64	289,568.00	304,568.00	-4.7%
TOTAL GROUNDS BEAUTIFICATION	.00	.00	10,000.00	10,000.00	.00	20,000.00	100.0%
TOTAL HEAT ENERGY	582,020.22	499,849.00	499,849.00	516,291.60	499,849.00	526,007.00	5.2%
TOTAL ELECTRICITY	1,443,463.71	1,417,641.00	1,417,641.00	1,364,731.62	1,417,641.00	1,433,740.00	1.1%
TOTAL WATER	102,973.08	106,105.00	106,105.00	106,783.25	106,105.00	108,604.00	2.4%

TOWN OF MANCHESTER

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 12021 BOE BUDGET FISCAL YEAR 2020-2021 FOR PERIOD 99

ACCOUNTS FOR:							
GASOLINE	2019 ACTUAL	2020 ORIG BUD	2020 REVISED BUD	2020 ACTUAL	2020 PROJECTION	2021 Recommend	PCT CHANGE
TOTAL GASOLINE	335,257.49	245,165.00	245,165.00	289,000.36	245,165.00	299,440.00	22.1%
TOTAL TEXTBOOKS	25,994.93	65,000.00	37,283.00	5,186.63	43,614.00	23,675.00	-36.5%
TOTAL LIBRARY BOOKS	50,684.05	79,101.00	81,866.00	70,365.06	67,601.00	77,501.00	-5.3%
TOTAL PERIODICALS	8,656.21	25,950.00	16,708.00	7,725.12	25,950.00	21,514.00	28.8%
TOTAL MEDICAL SUPPLIES	46,837.59	33,000.00	33,446.00	45,924.42	32,000.00	52,000.00	55.5%
TOTAL SOFTWARE LIC/FEES	19,564.92	43,130.00	79,493.00	62,066.29	49,380.00	51,368.00	-35.4%
TOTAL OFFICE SUPPLIES	120,332.47	200,887.00	201,948.00	140,247.96	200,887.00	189,448.00	-6.2%
TOTAL VEHICLES	212,607.46	185,000.00	185,000.00	92,842.74	135,000.00	85,000.00	-54.1%
TOTAL COMPUTER EQUIP.	498,072.08	483,703.00	483,703.00	314,172.71	443,703.00	509,901.00	5.4%
TOTAL CAP PROJ	218,073.31	600,000.00	600,000.00	303,818.81	450,000.00	134,689.00	-77.6%
TOTAL SECURITY UPGRADES	100,000.00	.00	.00	3,964.41	.00	95,500.00	.0%
TOTAL DUES/FEES	75,647.38	125,855.00	137,508.00	96,260.88	125,855.00	159,740.00	16.2%
TOTAL REVENUE	.00	.00	.00	.00	.00	.00	.0%
TOTAL EXPENSE	113,406,180.00	116,531,237.00	116,531,237.00	116,116,215.20	115,771,237.00	117,774,174.00	1.1%
GRAND TOTAL	113,406,180.00	116,531,237.00	116,531,237.00	116,116,215.20	115,771,237.00	117,774,174.00	1.1%

** END OF REPORT - Generated by Karen Clancy **