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

7:00 P.M.
Lincoln Center – Hearing Room

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

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

C. PUBLIC COMMENTS (any item before the board)

D. SUPERINTENDENT’S REPORT
1) Update on First Day of School
2) Overview of Curriculum & Instruction
3) Thank you from Future Problem Solvers
4) Update on Building Project Timeline
E. **UNFINISHED BUSINESS**  
None

F. **NEW BUSINESS**  
None

G. **COMMUNICATIONS**  
None

H. **COMMITTEE REPORTS**

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

J. **ITEMS FOR FUTURE AGENDAS**

K. **ADJOURNMENT**

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

1) *Print your name and address on the sign-in sheet at the podium for accurate record keeping.*

2) *State your name and address for the record. Students state name only.*

3) *First Session: Three minute time limit for any item that may come before the Board. Listen for the bell.*

4) *Second Session: Comments must be limited to items on the Board’s agenda for this meeting. The Board Chair has the discretion to limit comment time.*

5) *Written statements may be substituted for Board members if time runs out for speaker.*

6) *Immediate replies to questions/concerns should not be expected (Board Chair/Superintendent’s discretion).*

7) *Inappropriate topics: Confidential information, personal issues and legal concerns. Please avoid derogatory and profane language. Board of Education Policy #1220.*
PERSONNEL INFORMATION

APPOINTMENTS

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

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

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

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

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

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

RESIGNATIONS

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

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

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

September 8, 2014
Town of Manchester
Board of Education

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

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

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

Financial Impact: None to Board of Education

Other Board/Commission Action: None

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

Matthew Geary, Superintendent of Schools
September 8, 2014
Town of Manchester  
Board of Education

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

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

Discussion/Analysis:  
Funds will be used to:  
• Provide student support from Bilingual Tutors as needed.  
• Purchase materials to support the language and transition needs of Bilingual Students at each school.  
• Support parental activities for ELL students and families.

Financial Impact: None to the Board of Education

Other Board/Commission Action: None

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

Matthew Geary, Superintendent of Schools  
September 8, 2014
Town of Manchester  
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

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

Date: August 26, 2014

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

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

Financial Impact: Grant funds cover 75% of the cost of implementation for this program expansion, with the remaining 25% coming from parent fees and State day care subsidies to parents.

Other Board/Commission Action: None

Recommendations: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create the FY 2014/2015 Manchester Head Start, State Department of Education Services Grant appropriation, in the amount of $99,655.

Attachments: Award letter and budget.

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
September 8, 2014
## Grant Award Notification

### Revision

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### Terms and Conditions of Award

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2016. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

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

The original grant award of $145,930 has been reduced by 46,275 for a CHEFA intercept. 23,137 will be released to the State Treasurer in December and 23,138 will be released in May.

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This grant has been approved.

Linda Goodman
Deputy Director
Office of Early Childhood

8/25/2014
ED 114

Fiscal Year: 2015
Grantee Name: MANCHESTER
Grantee: 077-000
Grant Title: HEAD START SERVICES
Project Title: SPID: 16101 Year: 2015 PROG: 82079 CF1: CF2: SDE00006
Grant Period: 7/1/2014 - 6/30/2015 Project Code: OEC000000000002

Funding Status: Final
Vendor ID: 00077

Authorized Amount: $99,655

AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE: CARRYOVER DUE: CURRENT DUE: $99,655

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Original Request Date: 6/12/2014

This budget was approved by Andrea Brinell on 8/25/2014.
Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

Subject: Item for Appropriation Alliance District Grant FY 14/15

Date: August 29, 2014

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

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

Financial Impact: None

Other Board/Commission Action: None

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

Attachments: Award letter and budget.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 8, 2014
# Grant Award Notification

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<tr>
<td>MANCHESTER PUBLIC SCHOOLS</td>
<td>Grant Type: STATE</td>
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<td>45 NORTH SCHOOL STREET</td>
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| **2** Grant Title | **5** Award Period |
| ECS - ALLIANCE DISTRICT FUNDING | 7/1/2014 - 6/30/2015 |

| **3** Education Staff | **6** Authorized Funding |
| Program Manager: | Grant Amount: $3,857,041 |
| Michael Kent | Funding Status: Final |
| Payment & Expenditure Inquiries: |   |
| Karen Calabrese 860-713-6472 |   |

**Terms and Conditions of Award**

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2016. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

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

**AD - Year 3**

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This grant has been approved. 

Dianna Roberge-Wentzell 
Chief Academic Officer 
Academic Office

8/27/2014
BUDGET FORM

ED 114
Fiscal Year: 2015
Grantee Name: MANCHESTER
Grantee: 077-000
Grant Title: ECS - ALLIANCE DISTRICT FUNDING
Project Title: ALLIANCE DISTRICT FUNDING - 2014-2015 (3rd Year)
Fund: 11000
SPID: 17041
Year: 2015
PROG: 82164
CF1: 170002
CF2: SDE00005
Grant Period: 7/1/2014 - 6/30/2015
Project Code: SDE000000000002
Funding Status: Final
Vendor ID: 00077
Authorized Amount: $3,857,041

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Authorized Amount: $3,857,041

Original Request Date: 8/19/2014

This budget was approved by Michael Kent on 8/19/2014.
Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

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

Date: August 22, 2014

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

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

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

**Other Board/Commission Action:** None

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

**Attachments:** Award Letter.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 8, 2014
**Department of Health and Human Services**
Administration for Children and Families
Notice of Award (NOA)

1. **AWARDING OFFICE:**
   OAV/OGM/Region 1

2. **ASSISTANCE TYPE:**
   Discretionary Grant

3. **AWARD NO.:**
   01CH251101

4. **AMEND. NO.:**
   2

5. **DATE OF AWARD:**
   03/01/2014

6. **TYPE OF AWARD:**
   Supplement

7. **AWARD AUTHORITY:**
   42 USC 2001 ET SEQ.

8. **TYPE OF ACTION:**
   OTHER

9. **PROJECT PERIOD:**
   03/01/2014 THRU 02/28/2015

10. **CAT NO./CFDA:**
    33,500

11. **RECIPIENT ORGANIZATION:**
    MANCHESTER BOARD OF EDUCATION
    Head Start Program
    45 NORTH SCHOOL STREET
    MANCHESTER CT 06042
    Christopher Patrano, Board Chair

12. **PROJECT / PROGRAM TITLE:**
    Head Start

13. **COUNTY:**
    HARTFORD

14. **CONGR. DIST.:**
    01, 02

15. **PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR:**
    Jerry Reisman, Head Start Director

16. **APPROVED BUDGET:**

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19. **AMOUNT AWARDED THIS ACTION:**
    $126,559

20. **FEDERAL $ AWARDED THIS PROJECT PERIOD:**
    $2,008,648

21. **AUTHORIZED TREATMENT OF PROGRAM INCOME:**

    | Description |
    |-------------|
    | ADDITIONAL COSTS |

22. **APPLICANT EIN:**
    1-086001633-A1

23. **PAYEE EIN:**
    1-086001633-A1

24. **OBJECT CLASS:**
    41.51

25. **FINANCIAL INFORMATION:**

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

Number of Delegates: 1.

This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).

For the full text of the award term, go to https://www.osf.hhs.gov/grants/discretionary-competitive-grants.

27. **SIGNATURE OF GRANTS OFFICE:**
   GEORGE BARTHEL

28. **SIGNATURE(S) CERTIFYING FUND AVAILABILITY:**
   Louise Eldridge, Regional Program Manager

29. **SIGNATURE AND TITLE - PROGRAM OFFICIAL(S):**
    Louise Eldridge, Regional Program Manager

DCCM-3-788 (Rev. 36)

**CH**
This grant action awards the balance of funds for restored operations in the amount of $103,121 and the cost-of-living adjustment increase in the amount of $25,438 under Common Accounting Number (CAN) 0014122 for the Fiscal Year (FY) 2014 budget period 3/01/2014 - 2/28/2015. Based on the final appropriation for the Head Start program in FY 2014, the revised, annual base funding level for Head Start operations is $1,882,199, and the training and technical assistance allocation is $25,449.

The funded enrollment level for the Head Start program remains 266 children (251 Federal; 15 State).
### YOUR HEAD START GRANT-AT-A-GLANCE

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### REMARKS

The action awards restoration and COLA to the grantee $75,824 and to the delegate $52,735. No enrollment changes with this action.

Approved program options for the Grantee Head Start program: Part Day/Part Year; Full Day/Full Year in Manchester CT.

Approved program options for the Delegate Head Start program: Part-Day/Part Year; Full Day/Part Year; Full-Day/Full Year in Enfield, CT.
Town of Manchester
Board of Education

To: Manchester Board of Education

From: Matthew Geary, Superintendent of Schools

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

Date: August 22, 2014

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

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

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

Other Board/Commission Action: None

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

Attachments: Award Letter.

Matthew Geary
Superintendent of Schools
Manchester, Connecticut
September 8, 2014
1. AWARDDING OFFICE: O/AOGM/Region I
2. ASSISTANCE TYPE: Discretionary Grant
3. AWARD NO.: 01CH2511/01
4. AMEND. NO.: 2

5. TYPE OF AWARD: OTHER
6. TYPE OF ACTION: Supplement
7. AWARD AUTHORITY: 42 USC 6801 ET SEQ.

8. BUDGET PERIOD: 03/01/2014 THRU 02/28/2015
9. PROJECT PERIOD: 03/01/2014 THRU 02/28/2015
10. CAT NO./CFDA: 33.560

11. RECIPIENT ORGANIZATION:
Manchester Board of Education
Head Start Program
48 North School Street
Manchester CT 06042
Christopher Pattacini, Board Chair

13. COUNTY: HARTFORD
14. CONGR. DIST.: 01, 02
15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR:
Jerry Riesman, Head Start Director

16. APPROVED BUDGET:
Personnel............................................. $1,053,208
Fringe Benefits...................................... $81,588
Travel.................................................. $5,000
Equipment.......................................... $0
Supplies............................................. $14,298
Contractual......................................... $841,234
Facilities/Construction............................ $0
Other................................................. $13,312
Direct Costs........................................ $2,008,648
Indirect Costs...................................... $0

17. AWARD COMPUTATION:
A. NON-FEDERAL SHARE.............. $605,808 23.17 %
B. FEDERAL SHARE.................. $2,008,648 76.83 %

18. FEDERAL SHARE COMPUTATION:
A. TOTAL FEDERAL SHARE............. $2,008,648
B. UNOBLIGATED BALANCE FEDERAL SHARE...........
C. FED. SHARE AWARDED THIS BUDGET PERIOD. $2,008,648

19. AMOUNT AWARDED THIS ACTION: $128,559
20. FEDERAL $ AWARDED THIS PROJECT PERIOD: $2,008,648

21. AUTHORIZED TREATMENT OF PROGRAM INCOME:
ADDITIONAL COSTS
In Kind Contributions.......................... $0

Total Approved Budget(***): $2,008,648

22. APPLICANT EIN: 1-09601633-A1
23. PAYEE EIN: 1-09601633-A1
24. OBJECT CLASS: 41.51

25. FINANCIAL INFORMATION:
ORGN DOCUMENT NO. APPROPRIATION CAN NO. NEW AMT. UNOBLIG. NONFED %
OGM 01CH251101 76-4-1535 2014 G014122 $128,559

26. REMARKS: (Continued on separate sheets)
Client Population: 266.
Number of Delegates: 1.
Paid by DHHS Payment Management System (PMS), see attached for payment information.
This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).
For the full text of the award term, go to https://www.acf.hhs.gov/grantees/discretionary-competitive-grants.
This grant is subject to the requirements as set forth in 45 CFR Part 57.
(***): Reflects only federal share of approved budget.

27. SIGNATURE: OCR GRANTS OFFICER
DATE: 07/09

28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY

29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)
DATE: 01/27/14
Louise Eldridge, Regional Program Manager

DGOM-3-785 (Rev. 88)
1. RECIPIENT
Department of Health and Human Services
Administration for Children and Families
Notice of Award (NOA)

2. ASSISTANCE TYPE: Discretionary Grant

3. AWARD NO.: 01CH2611/01

4. AMEND. NO.: 2

5. TYPE OF AWARD: OTHER

6. BUDGET PERIOD:
   03/01/2014 THRU 02/28/2015

7. AWARD AUTHORITY: 42 USC 9801 ET SEQ.

8. TYPE OF ACTION: Supplement

9. PROJECT PERIOD:
   03/01/2014 THRU 02/28/2019

10. CAT NO./CFDA:
    93.600

11. RECIPIENT ORGANIZATION:
    MANCHESTER BOARD OF EDUCATION, Head Start Program

26. REMARKS: (Continued from previous page)
This grant action awards the balance of funds for restored operations in the amount of $103,121 and the cost-of-living adjustment increase in the amount of $25,438 under Common Accounting Number (CAN) G014122 for the Fiscal Year (FY) 2014 budget period 3/01/2014 - 2/28/2015. Based on the final appropriation for the Head Start program in FY 2014, the revised, annual base funding level for Head Start operations is $1,362,199, and the training and technical assistance allocation is $25,445.

The funded enrollment level for the Head Start program remains 266 children (251 Federal; 15 State)
### YOUR HEAD START GRANT-AT-A-GLANCE

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<tr>
<td>Specialist:</td>
<td>Marina Wiskler - 617.565.2797</td>
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<td>Telephone:</td>
<td>Jeff Arceo - 617.565.2446</td>
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#### Object Class Categories

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#### Total Direct & Indirect

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#### Remarks

The action awards restoration and COLA to the grantee $75,824 and to the delegate $52,735. No enrollment changes with this action.

Approved program options for the Grantee Head Start program: Part Day/Part Year; Full Day/Full Year in Manchester CT.

Approved program options for the Delegate Head Start program: Part-Day/Part Year; Full Day/Part Year; Full-Day/Full Year in Enfield, CT.
Town of Manchester
Board of Education

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

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

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

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

Other Board/Commission Action:
None.

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

Matthew Geary
Superintendent of Schools
Manchester, CT

Attachments: CT State Department of Education Notification of Preliminary Grant Award of FY 2014-2016 Individuals with Disabilities Education Improvement Act (IDEA) funding
## GRANT AWARD NOTIFICATION

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<td>Brian Cunnane 860-713-6919</td>
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<td>Karen Calabrese 860-713-6472</td>
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### Terms and Conditions of Award

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2016. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

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

This preliminary grant award notification reflects the preliminary entitlement on which the application for funds was based. Preliminary grant award notifications indicate approval of the proposed program but not of a final budget. Final grant award notifications will be issued upon the State's receipt of final federal grant award notifications. Fifteen percent of federal funds can be drawn down before final grant award notifications are issued.

---

This grant has been approved. 6/22/2014

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

Box 2219 • Hartford, Connecticut 06145
*An Equal Opportunity Employer*
**BUDGET FORM**

**ED 114**

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

**AUTHORIZED AMOUNT BY SOURCE:**  

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**Carryover Due:**  

**Current Due:** $64,241

**Original Request Date:** 5/7/2014

This budget was approved by Brian Cunnane on 6/3/2014.
Town of Manchester
Board of Education

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

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

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

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

Other Board/Commission Action:
None.

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

Matthew Geary
Superintendent of Schools
Manchester, CT

Attachments: CT State Department of Education Notification of Preliminary Grant Award of FY 2014-2016 Individuals with Disabilities Education Improvement Act (IDEA) funding
STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION

GRANT AWARD NOTIFICATION

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

4 Award Information
Grant Type: FEDERAL
Statute: P.L. 108-446
CFDA #: 84.027A
SDE Project Code: SDE0000000000002
Grant Number: 077-000 12060-20977-2015-82032-170002

2 Grant Title
IDEA-PART B, SECTION 611

5 Award Period
7/1/2014 - 6/30/2016

3 Education Staff
Program Manager:
Brian Cunnane 860-713-6919
Payment & Expenditure Inquiries:
Karen Calabrese 860-713-6472

6 Authorized Funding
Grant Amount: $1,578,625
Funding Status: Preliminary

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2014 and June 30, 2015 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2015. For grants awarded for two-year periods beginning July 1, 2014, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2016. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

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

This preliminary grant award notification reflects the preliminary entitlement on which the application for funds was based. Preliminary grant award notifications indicate approval of the proposed program but not of a final budget. Final grant award notifications will be issued upon the State’s receipt of final federal grant award notifications. Fifteen percent of federal funds can be drawn down before final grant award notifications are issued.

This grant has been approved. 6/22/2014

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

Box 2219 • Hartford, Connecticut 06145
An Equal Opportunity Employer
**BUDGET FORM**

**ED 114**

**Fiscal Year:** 2015

**Grantee Name:** MANCHESTER

**Grantee:** 077-000

**Grant Title:** IDEA-PART B. SECTION 611

**Project Title:**

**Fund:** 12060  **SPID:** 20977  **Year:** 2015  **PROG:** 82032  **CF1:** 70092  **CF2:**

**Authorized Amount:** $1,578,625

**Vendor ID:** 00077

**Created On:** 6/22/2014

### LOCAL BALANCE:

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<tr>
<th>CODES</th>
<th>DESCRIPTIONS</th>
<th>PUB BUD</th>
<th>NPUB BUD</th>
</tr>
</thead>
<tbody>
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<td>111A</td>
<td>NON-INSTRUCTIONAL</td>
<td>55,302</td>
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<tr>
<td>111B</td>
<td>INSTRUCTIONAL</td>
<td>1,256,873</td>
<td>47,528</td>
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<td>200</td>
<td>PERSONAL SERVICES-EMPLOYEE BENEFITS</td>
<td>200,416</td>
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<tr>
<td>321</td>
<td>TUTORS</td>
<td>4,000</td>
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<tr>
<td>322</td>
<td>IN SERVICE</td>
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<tr>
<td>323</td>
<td>PUPIL SERVICES</td>
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<td></td>
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<tr>
<td>324</td>
<td>FIELD TRIPS</td>
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<td></td>
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<tr>
<td>325</td>
<td>PARENT ACTIVITIES</td>
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<tr>
<td>330</td>
<td>EMPLOYEE TRAINING AND DEVELOPMENT SERVICES</td>
<td>900</td>
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<td>341</td>
<td>AUDIT</td>
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<td>TECHNICAL SERVICES</td>
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<td>440</td>
<td>RENTALS</td>
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<tr>
<td>450</td>
<td>CONSTRUCTION SERVICES</td>
<td></td>
<td></td>
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<td>510</td>
<td>STUDENT TRANSPORTATION SERVICES</td>
<td></td>
<td></td>
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<td>530</td>
<td>COMMUNICATIONS</td>
<td></td>
<td></td>
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<tr>
<td>560</td>
<td>TUITION</td>
<td></td>
<td></td>
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<tr>
<td>580</td>
<td>TRAVEL</td>
<td></td>
<td></td>
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<tr>
<td>600</td>
<td>SUPPLIES</td>
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<td>720</td>
<td>EQUIPMENT</td>
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<td>734</td>
<td>TECHNOLOGY RELATED HARDWARE</td>
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<td>735</td>
<td>TECHNOLOGY SOFTWARE</td>
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<tr>
<td>917</td>
<td>INDIRECT COST</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$1,531,097</td>
<td>$47,528</td>
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**Original Request Date:** 5/7/2014

This budget was approved by Brian Cunnane on 6/3/2014.
To: Manchester Board of Education

From: Mr. Matthew Geary, Superintendent of Schools

Subject: Transfer of Funds

Date: August 4, 2014

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

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

Financial Impact: None

Other Board/Commission Action: None

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

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

To: Accounting Department
Date: 8/4/14

School: MRA
Principal's Sign: 
Date of Approval: 8/4/14

JUSTIFICATION (Required Field):

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

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

<table>
<thead>
<tr>
<th>DECREASE In whole dollars only:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>$300.00  Account #20890120-5611</td>
<td>Description: BOE -- Instructional supplies</td>
</tr>
<tr>
<td>$____     Account #____</td>
<td>Description: _____</td>
</tr>
<tr>
<td>$____     Account #____</td>
<td>Description: _____</td>
</tr>
</tbody>
</table>

| TOTAL DECREASE | $300.00 |

<table>
<thead>
<tr>
<th>INCREASE In whole dollars only:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$300.00  Account #20890120-5440</td>
<td>Description:Rentals</td>
</tr>
<tr>
<td>$____     Account #____</td>
<td>Description: _____</td>
</tr>
<tr>
<td>$____     Account #____</td>
<td>Description: _____</td>
</tr>
</tbody>
</table>

| TOTAL INCREASE (Must match total decrease) | $300.00 |

Accounting Department Only

Board Approval Needed: Yes [X] No

Date of Board Approval: __________________________

Date Transfer Completed ________________________ Name: ________________________
Overview of Curriculum and Instruction for Manchester Public Schools
Three Areas of Work

① Curriculum

② Professional Learning

③ Assessment, Data, and Resources
GOAL:
Implementation of instruction aligned with Connecticut’s Common Core State Standards to include guaranteed experiences and common performance tasks through....
Curriculum

• Increased use of best practices in all classrooms

• Implementation of curricula PK-12

• Integration of technology within Library Media Specialist’s lessons
**Essential Questions:**
1. Why do we count?
2. How are numerals used?
3. How can we compare 2 quantities?

<table>
<thead>
<tr>
<th>Standards</th>
<th>Application of Standards</th>
<th>Knowledge</th>
<th>Enduring Understandings</th>
<th>Skills</th>
<th>Assessments</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>K.CC.A.1</td>
<td>Know number names and the count sequence - Count to 100 by ones and by tens.</td>
<td>Students will know counting by ones and by tens.</td>
<td>Students will understand that numbers can be used to represent quantities.</td>
<td>Students will be able to... count to 20 orally.</td>
<td>Unit 1 Assessment Counting and Matching within 20 (Optional)</td>
<td></td>
</tr>
<tr>
<td>K.CC.A.2</td>
<td>Know number names and the count sequence - Count forward beginning from a given number within the known sequence (instead of having to begin at 1).</td>
<td>Counting strategies, 1 to 1 correspondence</td>
<td>Counting tells how many there are in a group regardless of their arrangement.</td>
<td>count using 1 to 1 correspondence.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.CC.B.4b</td>
<td>Count to tell the number of objects - When counting objects, say the number names in the standard order, pairing each object with one and only one number name and each number name with one and only one object.</td>
<td>Understand that the last number name tells the number of objects counted. The number of objects is the same regardless of their arrangement in the order in which they were counted.</td>
<td>end up with numerals zero to twenty</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.CC.B.5</td>
<td>Count to tell the number of objects - Understand that each successive number name refers to a quantity that is one larger.</td>
<td>Count to tell the number of objects.</td>
<td>Count up to 20 objects in a variety of configurations (circle, array, line).</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.CC.B.6</td>
<td>Count to tell the number of objects - Count to answer &quot;how many&quot; questions about as many as 20 things arranged in a line, a rectangular array, or a circle, or as many as 10 things in a scattered configuration; given a number from 1-20, count out that many objects.</td>
<td>Counting strategies, 1 to 1 correspondence</td>
<td>Match objects in a set to a written numeral.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.CC.C.6</td>
<td>Compare numbers - Identify whether the number of objects in one group is greater than, less than, or equal to the number of objects in another group. e.g., by counting or using objects.</td>
<td>Count in a variety of configurations</td>
<td>Identify numbers and quantities.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.CC.C.7</td>
<td>Compare numbers - Compare two numbers between 1 and 10 presented as written numerals.</td>
<td>Count in a variety of configurations</td>
<td>Read numbers 0-20.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.MD.B.3</td>
<td>Classify objects and count the number of objects in each category. - Classify objects into given categories; count the numbers of objects in each category and sort the categories by count.</td>
<td>Count in a variety of configurations</td>
<td>Compare 2 numbers (1-10) as written numbers.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.CC.C.7</td>
<td>Compare numbers - Compare two numbers between 1 and 10 presented as written numerals.</td>
<td>Count in a variety of configurations</td>
<td>Compare 2 numbers (1-10) as written numbers.</td>
<td></td>
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</tr>
<tr>
<td>K.CC.C.7</td>
<td>Compare numbers - Compare two numbers between 1 and 10 presented as written numerals.</td>
<td>Count in a variety of configurations</td>
<td>Compare 2 numbers (1-10) as written numbers.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
GOAL:
Create training opportunities that include, but are not limited to: vertical and cross grade level and/or content teacher collaboration to support the ongoing use of best practices for all students in a variety of educational settings.
Implementing *Constructive Play* in Kindergarten (district-wide)

Allowing students to “discover” learning with peers as teacher facilitates with questioning and engagement.
• ELL tutors to work five days a week / five hours per day
• Assignments based on need
• All testing complete by end of month – scheduling completed by October 1st
• PD opportunities for ELL tutors, classroom teachers, and building principals
Expansion of after-school programming:

• Robertson, Verplanck, and Washington
• Bowers and Waddell
The Family Resource Centers support and uplift the school-family-community partnership, by providing a broad base of educational and supportive programs. Each site works closely with schools, social service agencies, and community partners.
Assessment, Data, and Resources

GOAL:
Use of data and a data management process for analysis of student achievement progress, attendance, and behavioral data to monitor outcomes and revise systems and delivery of instruction.
Overview of Manchester’s CMT and CAPT Data 2014
Achievement Gap Data CMT District % At or Above Goal

Science – Grade 5

Manchester Public Schools
Achievement Gap Data CMT District % At or Above Goal

Science – Grade 5
Achievement Gap Data CMT District % At or Above Goal

Science – Grade 8

Manchester Public Schools
Achievement Gap Data CMT District % At or Above Goal

Science – Grade 8

Manchester Public Schools
Achievement Gap Data CAPT % At or Above Goal

Science – Grade 10
Achievement Gap Data CAPT % At or Above Goal

Science – Grade 10
<table>
<thead>
<tr>
<th>School</th>
<th>Science 2014</th>
<th>Science 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Number Tested</td>
<td>% At/Above Goal</td>
</tr>
<tr>
<td>Bowers</td>
<td>66</td>
<td>42.4%</td>
</tr>
<tr>
<td>Buckley</td>
<td>44</td>
<td>77.3%</td>
</tr>
<tr>
<td>Highland Park</td>
<td>42</td>
<td>69.0%</td>
</tr>
<tr>
<td>Keeney</td>
<td>66</td>
<td>57.6%</td>
</tr>
<tr>
<td>Martin</td>
<td>47</td>
<td>46.8%</td>
</tr>
<tr>
<td>Robertson</td>
<td>43</td>
<td>32.6%</td>
</tr>
<tr>
<td>Verplanck</td>
<td>43</td>
<td>30.2%</td>
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<tr>
<td>Waddell</td>
<td>59</td>
<td>49.2%</td>
</tr>
<tr>
<td>Washington</td>
<td>62</td>
<td>19.4%</td>
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<tr>
<td>Illing</td>
<td>383</td>
<td>43.6%</td>
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<tr>
<td>MHS</td>
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