

Lead.

Inspire.

Believe.

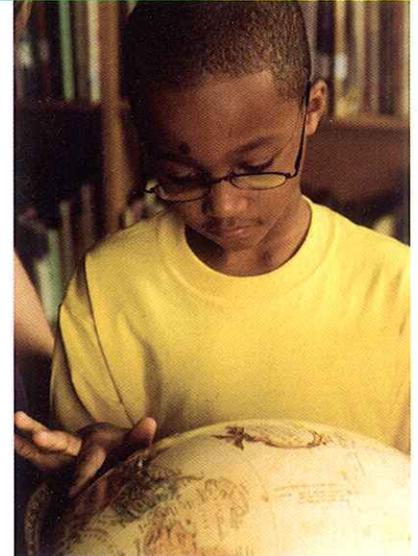


Strategic Plan

Strategic Plan 2008-2012 – Manchester Board of Education

The mission of the Manchester Public Schools is to engage all students in the highest quality 21st century education preschool through graduation. District and school-wide practices will be consistently improved upon so that practices will not benefit some and disadvantage others. Through an active partnership with students, school personnel, families and community, the Manchester Public Schools will create safe, inclusive schools where equity is the norm and excellence is the goal.

The Manchester Board of Education adopted the following Strategic Plan during the 2008-09 academic year. For a detailed copy of the plan, go to <http://boe.townofmanchester.org/>.



STRATEGIC PLAN 2008 – 2012

Strategic Goal I: The Manchester Public Schools will promote the achievement of all students, while addressing all achievement gaps.

- ▶ **Objective A:** The Manchester Public Schools will implement programs to increase achievement of all students.
- ▶ **Objective B:** The Manchester Public Schools will implement programs resulting in measurable achievement increases in the areas of literacy and numeracy.

Strategic Goal II: Every student must be prepared to participate as a responsible citizen in a global society respectful of all cultures while embracing diversity.

- ▶ **Objective A:** Expand conversations about race to include certified and non-certified staff, parents and community members.
- ▶ **Objective B:** Provide on going staff development in culturally responsive instruction and initiate curriculum development that is culturally responsive and reflects the cultural diversity of the Manchester Public Schools.

Strategic Goal III: This district will continue to develop and sustain school, family, and community partnerships to ensure a socially responsible learning community.

- ▶ **Objective A:** Additional methods must be established in each school to further strengthen our family/community partnerships.
- ▶ **Objective B:** Improved communication between home and school to facilitate parent involvement.
- ▶ **Objective C:** Maximize community resources through strong partnerships.



Manchester Public Schools Human Resources Office
45 North School Street, Manchester, CT 06042 (860) 647-5041

Certification Procedures

Course Work Requirements

Applicants must meet Connecticut course work requirements as outlined in the State Department of Education regulations. However, applicants who qualify for certification under the National Association of State Directors of Teacher Education and Certification (NASDTEC) Interstate Certification Contract (NICC) do not need to meet specific coursework requirements provided that appropriate credentials are submitted by school districts or colleges from states that participate in the NICC with Connecticut. For more information about NICC go to: www.sde.ct.gov/Certification for out-of-state applicants.

Testing Requirements

All candidates must meet testing requirements. Testing requirements vary based on the certification endorsement area(s) requested. Testing requirements include: www.sde.ct.gov/

- ▶ Praxis I (or obtain a Praxis I waiver)
- ▶ Praxis II
- ▶ American Council on the Teaching of Foreign Languages (ACTFL)
- ▶ Connecticut Administrator Test (CAT)
- ▶ The School Leaders Licensure Assessment (SLLA)

For more information about testing requirements, please refer to the *Guide to Assessments for Certification in Connecticut*.

Eligibility for a Certificate

In general, in order to qualify for a certificate, applicants must meet the following requirements:

- ▶ Completed a planned program of preparation at a regionally accredited institution in the field and at the grade level for which the certification endorsement is requested; or
- ▶ Completed successful, appropriate experience in a public school system, or an approved nonpublic school and
- ▶ Completed specific course work required for the certification endorsement area(s) sought

Complete our Interactive Questionnaire to find out if you are eligible for Connecticut Certification

Types of Certificates

In Connecticut, there are three levels of certification. For a description of the eligibility requirements for each level, click on the name link.

- ▶ Initial Educator Certificate (3 year duration)
- ▶ Provisional Educator Certificate (8 year duration)
- ▶ Professional Educator Certificate (5 year duration)

Candidates who have not met testing requirements at the time of application may be eligible for issuance of:

- ▶ Interim Educator Certificate (1 year duration)

Types of Endorsements

For more information on endorsements, go to teacher.cert@ct.gov



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Certification Contacts

For information on certification visit:

<http://www.sde.ct.gov/sde/site>

Click on the "certification" link

Connecticut State Department of Education mailing address and contact information:

Bureau of Educator Preparation, Certification, Support and Assessment

Connecticut State Department of Education

P. O. Box 150471 - Room 243

Hartford, Connecticut 06115-0471

AUTOMATED PHONE: (860) 713-6969 between the hours of 12 and 4 p.m. on Monday, Tuesday, Thursday and Friday

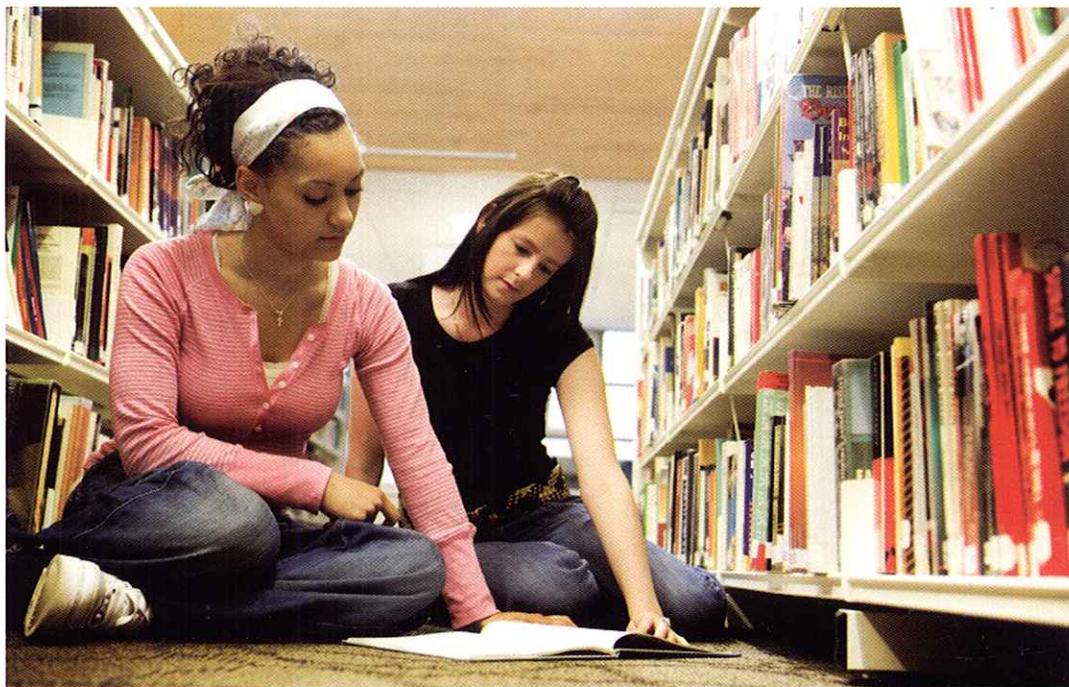
FAX: (860) 713-7017

OFFICE HOURS: 8:00 a.m. - 4:45 p.m. Monday - Friday

E-mail: Bureau of Educator Preparation, Certification, Support and Assessment:

teacher.cert@ct.gov

Responses to e-mails may take two weeks due to the volume of e-mail the Bureau receives.



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How to Apply

For a listing of all job openings, visit

<https://www.applitrack.com/manchester/onlineapp/default.aspx>

Each job listed will have a brief job description attached along with salary information. Follow the links to complete our on-line application. For your added convenience, you can attach the following documents to the application:

- ▶ Cover letter
- ▶ Resume
- ▶ Letters of recommendation
- ▶ Copies of your current certification(s) specific to the position
- ▶ Copies of transcripts

For more information, please call (860) 647-5041. No paper applications please.



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Manchester Public Schools

Bowers Elementary School

141 Princeton Street
Manchester, CT 06042
(860) 647-3313

Buckley Elementary School

250 Vernon Street
Manchester, CT 06042
(860) 647-3302

Highland Park Elementary School

397 Porter Street
Manchester, CT 06040
(860) 647-3430

Keeney Elementary School

179 Keeney Street
Manchester, CT 06040
(860) 647-3354

Martin Elementary School

140 Dartmouth Street
Manchester, CT 06040
(860) 647-3367

Robertson Elementary School

65 North School Street
Manchester, CT 06042
(860) 647-3372

Verplanck Elementary School

126 Olcott Street
Manchester, CT 06040
(860) 647-3383

Waddell Elementary School

163 Broad Street
Manchester, CT 06042
(860) 647-3392

Washington Elementary School

94 Cedar Street
Manchester, CT 06040
(860) 647-3332

Elisabeth M. Bennet Academy

1151 Main Street
Manchester, CT 06040
(860) 647-3571

Illing Middle School

227 East Middle Turnpike
Manchester, CT 06042
(860) 647-3400

Manchester High School

134 East Middle Turnpike
Manchester, CT 06040
(860) 647-3521

Bentley Alternative Education

134 East Middle Turnpike
Manchester, CT 06040
(860) 647-3342

Manchester Regional Academy

665 Wetherell Street
Manchester, CT 06040
(860) 647-3495

Manchester Preschool Center

60 Washington Street
Manchester, CT 06042
(860) 647-3501



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Benefits

Manchester Public Schools provides teachers with a comprehensive benefits package.

Teacher Benefits:

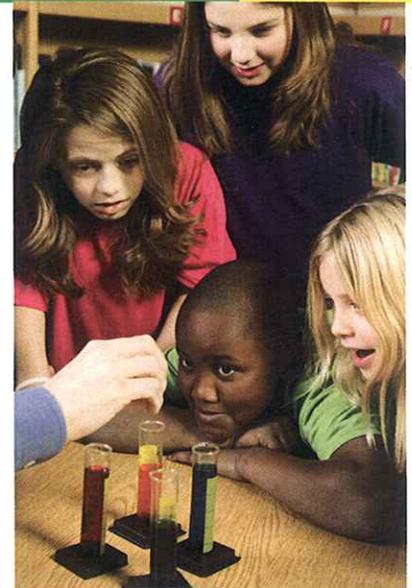
- ▶ Teachers employed more than .51 are eligible for health, prescription, dental, dental rider and life insurance.
- ▶ Three Plans available - Preferred Provider Organization (PPO), Point of Service (POS) and HSA
- ▶ Prescription
- ▶ Dental and Rider
- ▶ Life Insurance
- ▶ Employee Assistance Program
- ▶ FSA

Pension and Tax Sheltered Annuity:

- ▶ Connecticut Teachers Retirement System
- ▶ 403 (b)
- ▶ 457

Conditions of Employment:

- ▶ 187 day work year
- ▶ Bi-weekly pay
- ▶ Sick leave
- ▶ Personal days
- ▶ Tuition reimbursement
- ▶ Direct deposit
- ▶ Balloon payment option
- ▶ Professional development opportunities



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Salaries

Teacher Salaries:

2013-2014 SALARY SCHEDULE

Step	B.A.	B.A.+15	B.A.+30/Masters	M.A.+30	Doctorate
1	43,611	44,920	46,228	50,589	58,875
2	44,920	46,228	47,536	51,898	60,183
3	46,228	47,536	49,280	53,641	61,928
4	47,973	49,280	51,025	55,387	63,672
5	49,716	51,025	52,769	57,130	65,418
6	51,461	52,769	54,950	59,312	67,597
7	53,206	54,515	57,130	61,492	69,778
8	54,950	56,258	59,746	64,109	72,395
9	56,695	58,003	62,364	66,724	75,010
10	59,746	61,055	65,418	69,778	78,063
11	63,236	64,545	68,470	73,268	81,552
12	69,352	70,667	73,703	78,500	86,786
13			79,869	85,459	93,018



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Overview - About Manchester Public Schools

Welcome to Manchester Public Schools!

We are happy you are interested in partnering with us because we take educating our children very seriously. We hope this packet is useful for you as it is designed to guide you through the employment process. If you have any questions about either certified or non-certified positions, please do not hesitate to contact our Human Resources Department at (860) 647-3595.

Physical Setting

Manchester, Connecticut is a suburb located eight miles east of Connecticut's capitol of Hartford, 86 miles from Boston, 107 miles from New York City, and 57 miles from Providence. It is a large community rich in history. It was first settled by Native Americans and subsequently by various early religious groups who developed the area agriculturally. Manchester was also the site of the world's largest silk mill established by the Cheney Family.

Manchester is a town with a population of 57,847 and encompasses 27 square miles. It is home to a shopping mall, outdoor shopping areas, restaurants, two public libraries, a hospital, police station, several fire stations and a community college.

About Manchester Public Schools

Manchester Public Schools has a student population of more than 7,500 students. These students are served by 10 elementary schools, one sixth grade academy, one middle school, one high school, a regional academy, an alternative education program, and a Head Start program (effective Fall 2009). Two schools within Manchester Public Schools are accredited by New England Association for School and Colleges (NEASC): Manchester High School and Keeney Elementary School.

Our Curriculum and Instruction

Manchester Public Schools develops curricula for students in preschool through Grade 12 in every content area, based on state and national standards. Manchester has implemented the Connecticut State Department of Education's (CSDE) Connecticut Framework: Preschool -12 Curricular Goals and Standard. Similarly, the CSDE Common Core of Teaching provides guidance to administrators and teachers regarding the pedagogy and structures expected for instruction in all classrooms throughout Manchester.

Manchester is an inclusive school environment that has strong curricula in place, high expectations for student achievement, and a tradition of comprehensive professional development. Board of Education funds currently support a number of programs and materials related to improving students' academic skills, as well as focusing on the achievement gap between white students and students of color.

Student Achievement

Student achievement and meeting the state assessment proficiencies remain the focus of Manchester Public Schools. The district has implemented numerous initiatives to continue to improve student performance scores and close the achievement gap. Each school focuses on the examination of student work and uses data to drive instructional decisions. The Early Intervention Program (EIP), which focuses on collaborative problem solving generated by student work, is in place in each elementary school and has been expanded to the middle and high school levels. All schools participate in the Connecticut Mastery Test (CMT) and Connecticut Academic Performance Test (CAPT).

Manchester Public Schools has been instrumental in developing training to promote student achievement for all staff members and administrators. The district has developed learning communities, data teams, differentiated instruction, and academic review boards to enhance the instructional process. Additionally, the district has developed programs that build cultural awareness and promote positive behavior in all schools.

Gifted & Talented

Manchester Public Schools' Gifted and Talented-Enrichment Program provides an array of enrichment opportunities for all students, while targeting focused academic and/or art activities for students identified as gifted and talented. Independent Investigations, Future Problem Solving, and Odyssey of the Mind are a few of the student opportunities. Enrichment Specialist teachers serve as a resource for classroom teachers in curriculum differentiation and modification.

Special Education

Manchester Public Schools provides a continuum of services for students with disabilities within the least restrictive environment. The goal is to educate all learners to their fullest potential; by providing access to general education curriculum. The district is on the forefront in providing and implementing assistive technology applications.



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