

**MANCHESTER BOARD OF EDUCATION
REGULAR MEETING
MONDAY, JULY 9, 2012
Executive Session - Personnel Matter, Director's Room 6:00 pm**

**7:00 p.m.
Lincoln Center**

A. OPENING

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Board of Education Minutes – June 25, 2012

B. SUPERINTENDENT'S REPORT – PART I

C. CONSENT CALENDAR

- 1) Personnel Actions - Appointments C - 1
- 2) Appropriation to increase MRA out-of-town tuition to provide services to special needs C - 2
Students ranging in age from 14 to 21 in the amount of \$2,186 bringing the total appropriation to \$827,317 for FY 2011-2012
- 3) Bennet Academy – Extended Field Trip Request – Discovery Center, Woodstock, CT/
Group Building Peer relations, Diversity, Education, and Discovery Center Education
Program November 7, 2012 – November 9, 2012 C - 3
- 4) Appointment of Keeney Street School Principal C - 4

D. PUBLIC COMMENTS (any item before the Board)

E. SUPERINTENDENT'S REPORT - Part II

- 1) Improving MHS Attendance with Technology – Mr. Matthew Geary, Mr. James Farrell,
Dr. Robert Pease E - 1
- 2) Preliminary Alliance Grant Initiatives – Dr. Kisiel

F. UNFINISHED BUSINESS

G. NEW BUSINESS -

- 1) Anthology Textbook – Dr. Ann Richardson, Ms. Marsha Testa, Ms. Leah Lourie G - 1

H. COMMUNICATIONS

I. COMMITTEE REPORT

- 1) Building & Sites Committee Meeting I - 1

J. PUBLIC COMMENTS (comments limited to items on tonight's agenda)

K. ITEMS FOR FUTURE AGENDAS

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 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 submitted for Board members if time runs out for speaker.*
- 6) Immediate replies to questions/concerns should not be expected (Board Chair/Superintendent's discretion).*
- 7) Inappropriate topics: Confidential information, personal issues and legal concerns. Please avoid derogatory and profane language. Board of Education Policy #1220.*

PERSONNEL ACTION**APPOINTMENTS**

Confirming the appointment of Ms. Julie Martin-Beaulieu, Principal of Keeney Elementary School effective July 16, 2012 (Elementary Principal (210 days) Step 1 \$106,223); Ms. Martin-Beaulieu received a Master of Arts in Educational Leadership degree at City University of Seattle. Ms. Martin-Beaulieu resides in Wethersfield.

Karen Van Heest to be a .8FTE Head Start teacher at Manchester Pre-School Center. Ms. Van Heest received a Master of Science in Early Childhood Education degree at Eastern Connecticut State University. Ms. Van Heest resides in Colchester. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 1 \$46,228 pro-rated).

James Deschaine to be a Special Education teacher at Manchester High School. Mr. Deschaine received a Master of Science in Special Education degree at Southern Connecticut State University. Mr. Deschaine resides in Bristol. It is recommended that his appointment be approved effective August 30, 2012 (MA/Step 3 \$49,280).

July 9, 2012

**Town of Manchester
Manchester Board of Education**

To: Dr. Richard W. Kisiel, Interim Superintendent of Schools
From: Bruce Thorndike, Manchester Regional Academy
Re: Item for Increase in Appropriation for FY 2011-2012
Date: July 2, 2012

Background: MRA out-of town tuition is received to provide services to special needs students ranging in age from 14 to 21.

Discussion/Analysis: A projected increase in tuition is anticipated due to the number of tuition students in the program.

Financial Impact: None

Other Board Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education request the Board of Directors increase the appropriation \$2,186 bringing the total appropriation to \$827,317.



Richard W. Kisiel, Ed.D.
Interim Superintendent of Schools
Manchester, Connecticut
July 2, 2012

6153

EXTENDED FIELD TRIP REQUEST FORM

In accordance with Board of Education Policy titled "Instruction - 6153" all extended field trips must be approved by the Superintendent of Schools. The following TYPED information must be forwarded to the Superintendent in TRIPLICATE 30 days (4 months for international trips) prior to the Board meeting, which antedates the trip.

Name of School Date of Request Bennet Academy 5/18/12

Name of Club or Activity – Escalante Team

Trip to Purpose: Discovery Center, Woodstock, CT / Group Building Peer Relations, Diversity, Education, and Discovery Center Education Program.

Number of students participating: 60+

Dates of Trip: From To 11/7/12 – 11/9/12

Number and names of teachers and chaperones:

(Give ages of chaperones under 25 and list relationship of all chaperones to system or staff.)

a. Tina Fioriello Teacher e. Terri Boshka Camp Teacher

b. Beth Milton Teacher f. Meleny Gronski Camp Teacher

c. TBA Teacher g. Glenda McDonald Med. Supervisor

d. Todd Robinson Director h. Sharon Roberts Dir. of Education

Others:

Transportation: Bus X Train Plane Car Other:

Are fund-raising activities planned? If so, describe:

Lodging: Hotel/Motel Camp X Private Home

If known, please give specifics of room assignments:
Boys in one bunk area and girls in a separate bunk area.

Insurance Arrangements for Staff and Students:

Corp. Insurance
(over please)

Cost per Teacher and/or Chaperone: \$ Staff is free with students

Explain how the above sum is paid.

Cost per Student: \$ 40

Total Cost of Substitute Teachers Needed: \$ 0

If Travel Agencies are engaged, at least three quotations need to be approved with documentation attached to this form:

a. _____ N/A _____ c. _____

b. _____ d. Other: _____

Signature of teacher making request: _____

Type Name: _____ Tina Fioriello _____ *Tina Fioriello* 6/20/2012

Approved by Department Head at: _____

Secondary Level: Date:

Approved by Administrator: _____ *dum* Date: 6/16/12

Authorized by Superintendent or Designee: _____ Date:

Attachments: Quotations

Itinerary

Manchester Public Schools

45 North School Street
Manchester, Connecticut 06042



ADMINISTRATIVE OFFICES

Dr. Richard Kisiel
Interim Superintendent of Schools
860-647-3441

Mrs. Patricia F. Brooks
Assistant to the Superintendent
Finance and Management
860-647-3445

Dr. Ann M. Richardson
Assistant Superintendent
for Curriculum and Instruction
860-647-3447

Mrs. Shelly Matfess
Assistant Superintendent
for Pupil Personnel Services
860-647-3448

TO: Board of Education

FROM: Dr. Richard Kisiel

DATE: July 6, 2012

RE: Keeney Street School Principal

I am pleased to announce the appointment of Mrs. Julie Martin-Beaulieu as the new principal of Keeney Street School. Mrs. Martin was selected from an original pool of 32 candidates including three internal candidates and was the unanimous choice of the district's interviewing committee composed of teachers, parents, the current interim principal, and district office administrators. Mrs. Martin-Beaulieu is a graduate of Loyola University of Chicago and received her master's degree at the City University of Seattle. She spent twelve years teaching in elementary schools in Chicago and Seattle. After serving as the Director of a Learning Academy in Seattle, she served as the assistant principal of an elementary in Yakima, Washington for three years and most recently the assistant principal at the CREC Museum Academy.

Mrs. Martin-Beaulieu's experience in working a variety of diverse education settings particularly in more urban school settings will be an asset to the district. The interviewing committee was impressed with her clarity of vision and purpose of an elementary school, her understanding of how to promote the growth of struggling and high achieving students, and her sincere expression of desire to work collaboratively with staff and parents to ensure that all stakeholders in the school community are valued and have a voice.

Her current supervisor at the Museum Academy, Shandra Brown, described Mrs. Martin-Beaulieu as "having the ability to create and sustain a culture of sustained accountability...and her knowledge of culturally and economically diverse groups has helped her broker positive relationships with parents."

Mrs. Martin-Beaulieu officially begins her duties as principal on July 16.

MEMO

To: Manchester Board of Education
Dr. Richard Kisiel, Superintendent of Schools

From: Matt Geary
Date: July 3, 2012
Re: Swipe Attendance System

As I indicated in my presentation on the reorganization of the Manchester High School Leadership Team given Monday June 11, 2012, the tracking and follow up around student attendance issues at MHS is a significant concern. As a result, members of the Manchester High School Administration researched Swipe, an attendance program designed to closely monitor student attendance in real time. Bob Pease brought the Swipe program to our attention and has been involved in the research and selection of this program.

The system begins with more efficient data collection. Students check in when they first arrive to school by "swiping" ID cards at one of multiple school attendance check points located near entry points to the building. The swiping stations record the exact time of entry and print "Swipe Alerts" for students that have active alerts or messages. Each Swipe station can log in dozens of students per minute for fast, efficient attendance data collection.

Classroom teachers will also utilize the Swipe system to take attendance and the real time component will allow them to identify students who have swiped into school but are not in class. They will also be able to determine if students who are not in class are in an authorized location such as the school counseling office, nurse's office, or library, as those locations would each have swiping stations. This feature will allow teachers and administrators to quickly identify students who are missing from class.

Swipe also includes a visitor pass and ID card maker. It can be programmed to sound alerts for suspensions, invalid IDs, and any other custom criteria, such as school counseling appointments. Swipe supports our school climate goal of a 20% reduction in disciplinary referrals (Swipe would impact class cuts) and makes available tardy / absent reports, detention reports, and obligations owed reports which can be run from any users desk.

I look forward to sharing additional information and answering your questions.

To: Manchester Board of Ed/ C & I Committee
From: Marsha Testa / Leah Lourie – English teachers
Subject: New Text
Date: June 18, 2012

The English department is requesting the purchasing of Holt McDougal Anthology for 10th grade for a variety of educational reasons:

1. In conversation at CCSS meetings, this text was noted as the anthology that most schools who researched texts and purchased texts chose because of its alignment with CCSS.
2. Manchester High School English teachers (Roser, Cecchini, Testa, and Lourie) researched other offerings and also found that Holt McDougal provided the best text.

3. The text provides:

Teacher resources /supplemental s (CD, Teacher text, handouts, activities, library Resources, and an adapted interactive reader)

There are scoring rubrics, presentation strategies, identified skills, before reading activities, assessment practices, after reading activities, etc.

Each strand is “noted” for each unit and category – i.e. vocabulary, writing, grammar, literature, etc.

Revising and Editing

There are student models

Bloom’s language is used throughout

Close read activities and directions

Non-fiction pieces

Complexity of text – ranges

Cultural Component

Purposes for Writing (difference among writing types / persuasion argument for example)

Grade level – readability

Essential Questions

Vocabulary in Context – Vocabulary in academic writing

Vocabulary: connotation and denotation

Text Analysis (traits, imagery, author's perspective, tone)

Text Criticism

MANCHESTER PUBLIC SCHOOLS

TEXTBOOK EVALUATION RATING FORM

Directions: This completed form should be forwarded to the Office of Curriculum and Instruction prior to the adoption by the Board of Education.

Title: AMERICA NOW Author: ATWAN

Publisher: BEDFORD/ST. MARTINS Price: \$ 39.00 Copyright: 2012

Course: SENIOR ENGLISH Grade: 12 Level: PSP

- A. OVERVIEW**
- | | Yes | No | NA |
|---|-------------------------------------|--------------------------|--------------------------|
| 1. The material is compatible with the Manchester Public School's curriculum as described in guides and course syllabi. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The material has significant value for instructional use. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The book closely supports the objectives of the curriculum. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. This book is the best title reviewed to meet the curriculum objectives. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- B. CONTENT**
- | | | | |
|--|-------------------------------------|--------------------------|--------------------------|
| 5. Content of lessons, activities, and supporting materials is age-appropriate. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Lessons and activities provide challenges for students of varying abilities. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Content and illustrations are: | | | |
| a. accurate | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. up-to-date | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. applicable to everyday life | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. appealing to students | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. The text is equitably balance in its coverage of controversial issues. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Student reasoning and thinking are stimulated. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. The book reflects recent findings in the teaching of the subject area. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. The text, both pictorial and written, reflects the pluralistic, multiethnic nature of our society, past and present. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

C. ORGANIZATION

12. Instruction in skill areas is sustained, and tests come at appropriate, regular intervals.

Yes	No	NA
✓		

13. Ancillary materials provide:

- a. background material/information
- b. suggestions for motivation
- c. suggestions for modifying materials to meet individual needs of students
- d. suggestions for the integration of technology
- e. suggestions for appropriate activities

		✓
		✓
		✓
		✓
		✓

D. LANGUAGE ARTS BOOKS

14. The content of this textbook:
a. presents a multicultural theme

Please Check

Please Indicate

Culture(s) ALL

b. conforms to grade level genre
c. is a recommended selection (K-8)

Grade: _____ Genre: _____

Silver Burdett & Ginn
Harcourt, Brace & Co.

d. should be integrated into:

Social Studies
Science
Other

Topic: _____

Topic: _____

Topic: _____

E. BASED ON YOUR EVALUATION, CHECK ONE OF THE STATEMENTS BELOW:

Instructional material should be adopted.

Instructional material should be adopted with these restrictions as to its use:

ALIGNS WITH COLLEGE LEVEL READING/ WRITING

EXPECTATION

F. Marsha Testa
Teacher Requesting Materials

Marsha Testa
Department Head/Curriculum Chair

7/5/12
Date

Principal

Date

Assistant Superintendent

Date

MANCHESTER PUBLIC SCHOOLS

TEXTBOOK EVALUATION RATING FORM

Directions: This completed form should be forwarded to the Office of Curriculum and Instruction prior to the adoption by the Board of Education.

Title: MODELS FOR WRITERS Author: ROSA, ESCHOLZ, eds

Publisher: BEDFORD-ST MARTINS Price: \$ 39 Copyright: 2012

Course: SENIOR ENGLISH Grade: 12 Level: CP

A. OVERVIEW

- | | Yes | No | NA |
|---|-------------------------------------|--------------------------|--------------------------|
| 1. The material is compatible with the Manchester Public School's curriculum as described in guides and course syllabi. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The material has significant value for instructional use. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The book closely supports the objectives of the curriculum. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. This book is the best title reviewed to meet the curriculum objectives. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

B. CONTENT

- | | | | |
|--|-------------------------------------|--------------------------|--------------------------|
| 5. Content of lessons, activities, and supporting materials is age-appropriate. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Lessons and activities provide challenges for students of varying abilities. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Content and illustrations are: | | | |
| a. accurate | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. up-to-date | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. applicable to everyday life | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. appealing to students | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. The text is equitably balance in its coverage of controversial issues. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Student reasoning and thinking are stimulated. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. The book reflects recent findings in the teaching of the subject area. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. The text, both pictorial and written, reflects the pluralistic, multiethnic nature of our society, past and present. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

C. ORGANIZATION

12. Instruction in skill areas is sustained, and tests come at appropriate, regular intervals.

Yes	No	NA
✓		

13. Ancillary materials provide:

- a. background material/information
- b. suggestions for motivation
- c. suggestions for modifying materials to meet individual needs of students
- d. suggestions for the integration of technology
- e. suggestions for appropriate activities

		✓
		✓
		✓
		✓
		✓

D. LANGUAGE ARTS BOOKS

14. The content of this textbook:
a. presents a multicultural theme

Please Check

Please Indicate

Culture(s) *ALL*

b. conforms to grade level genre
c. is a recommended selection (K-8)

Grade: _____

Genre: _____

Silver Burdett & Ginn
Harcourt, Brace & Co.

d. should be integrated into:

Social Studies

Science

Other

Topic: _____

Topic: _____

Topic: _____

E. BASED ON YOUR EVALUATION, CHECK ONE OF THE STATEMENTS BELOW:

Instructional material should be adopted.

Instructional material should be adopted with these restrictions as to its use:

ALIENS WITH COLLEGE LEVEL READING/ WRITING

EXPECTATIONS

F. Marsha Testa
Teacher Requesting Materials

Marsha Testa
Department Head/Curriculum Chair

7/5/12
Date

Principal

Date

Assistant Superintendent

Date

MANCHESTER PUBLIC SCHOOLS

TEXTBOOK EVALUATION RATING FORM

Directions: This completed form should be forwarded to the Office of Curriculum and Instruction prior to the adoption by the Board of Education.

Title: LITERATURE - COMMON CORE EDITION Author: JANET ALLEN, ET AL

Publisher: HOLT McDougal Price: \$ 87.00 Copyright: 2012

Course: LANGUAGE ARTS Grade: 9 Level: all

A. OVERVIEW

- | | Yes | No | NA |
|---|-------------------------------------|--------------------------|--------------------------|
| 1. The material is compatible with the Manchester Public School's curriculum as described in guides and course syllabi. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The material has significant value for instructional use. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The book closely supports the objectives of the curriculum. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. This book is the best title reviewed to meet the curriculum objectives. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

B. CONTENT

- | | | | |
|--|-------------------------------------|--------------------------|--------------------------|
| 5. Content of lessons, activities, and supporting materials is age-appropriate. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Lessons and activities provide challenges for students of varying abilities. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Content and illustrations are: | | | |
| a. accurate | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. up-to-date | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. applicable to everyday life | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. appealing to students | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. The text is equitably balance in its coverage of controversial issues. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Student reasoning and thinking are stimulated. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. The book reflects recent findings in the teaching of the subject area. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. The text, both pictorial and written, reflects the pluralistic, multiethnic nature of our society, past and present. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

C. ORGANIZATION

12. Instruction in skill areas is sustained, and tests come at appropriate, regular intervals.

Yes	No	NA
✓		

13. Ancillary materials provide:

- a. background material/information
- b. suggestions for motivation
- c. suggestions for modifying materials to meet individual needs of students
- d. suggestions for the integration of technology
- e. suggestions for appropriate activities

✓		
✓		
✓		
✓		
✓		

D. LANGUAGE ARTS BOOKS

14. The content of this textbook:

a. presents a multicultural theme

Please Check

Please Indicate

Culture(s) MULTICULTURAL SELECTIONS OF LITERATURE

b. conforms to grade level genre

Grade: 9 Genre: _____

c. is a recommended selection (K-8)

Silver Burdett & Ginn

Harcourt, Brace & Co.

d. should be integrated into:

Social Studies

Topic: _____

Science

Topic: _____

Other

Topic: _____

E. BASED ON YOUR EVALUATION, CHECK ONE OF THE STATEMENTS BELOW:

- Instructional material should be adopted. → text provides all CCSS supplementals
- Instructional material should be adopted with these restrictions as to its use:

F.

Marsha Testa
Teacher Requesting Materials

Marsha Testa
Department Head/Curriculum Chair

7/5/12
Date

Principal

Date

Assistant Superintendent

Date

MANCHESTER PUBLIC SCHOOLS

TEXTBOOK EVALUATION RATING FORM

Directions: This completed form should be forwarded to the Office of Curriculum and Instruction prior to the adoption by the Board of Education.

Title: LITERATURE - COMMON CORE EDITION Author: JANET ALLEN, ET. AL

Publisher: HOLT McDOUGAL Price: \$ 87 Copyright: 2012

Course: SOPHOMORE ENGLISH Grade: 10 Level: ALL

A. OVERVIEW

- | | Yes | No | NA |
|---|-------------------------------------|--------------------------|--------------------------|
| 1. The material is compatible with the Manchester Public School's curriculum as described in guides and course syllabi. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The material has significant value for instructional use. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The book closely supports the objectives of the curriculum. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. This book is the best title reviewed to meet the curriculum objectives. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

B. CONTENT

- | | | | |
|--|-------------------------------------|--------------------------|--------------------------|
| 5. Content of lessons, activities, and supporting materials is age-appropriate. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Lessons and activities provide challenges for students of varying abilities. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Content and illustrations are: | | | |
| a. accurate | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. up-to-date | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. applicable to everyday life | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. appealing to students | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. The text is equitably balance in its coverage of controversial issues. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Student reasoning and thinking are stimulated. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. The book reflects recent findings in the teaching of the subject area. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. The text, both pictorial and written, reflects the pluralistic, multiethnic nature of our society, past and present. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

C. ORGANIZATION

12. Instruction in skill areas is sustained, and tests come at appropriate, regular intervals.

Yes	No	NA
✓		

13. Ancillary materials provide:

- a. background material/information
- b. suggestions for motivation
- c. suggestions for modifying materials to meet individual needs of students
- d. suggestions for the integration of technology
- e. suggestions for appropriate activities

✓		
✓		
✓		
✓		
✓		

D. LANGUAGE ARTS BOOKS

14. The content of this textbook:

a. presents a multicultural theme

Please Check

Please Indicate

Culture(s) MULTICULTURAL EXPLORATION OF WORLD LIT

b. conforms to grade level genre

Grade: _____

Genre: _____

c. is a recommended selection (K-8)

Silver Burdett & Ginn

Harcourt, Brace & Co.

d. should be integrated into:

Social Studies

Topic: _____

Science

Topic: _____

Other

Topic: _____

E. BASED ON YOUR EVALUATION, CHECK ONE OF THE STATEMENTS BELOW:

Instructional material should be adopted. *COS requires WORLD LITERATURE.*

Instructional material should be adopted with these restrictions as to its use: *MHS has no World Lit. anthologies*

F.

Teacher Requesting Materials

Department Head/Curriculum Chair

Date

Principal

Date

Assistant Superintendent

Date

**MANCHESTER PUBLIC SCHOOLS
BUILDING & SITES COMMITTEE MEETING**

Thursday, July 5, 2012

4:30 p.m. at Highland Park

Agenda

- | | |
|-------------------------------------|--------------|
| 1. Highland Park Tour | Rich Ziegler |
| 2. Martin Proposed Cricket Field | Rich Ziegler |
| 3. Oil Tanks projects reimbursement | Rich Ziegler |

Next Meeting: July 26, 2012, 5:30 pm at Highland Park

"The Board of Education welcomes the public to attend its committee meeting as observers. Public comments will not be recognized, however, written comments may be submitted to the committee chairs on items on the committee's agenda."

**Manchester Board of Education
Building and Sites Committee
July 5, 2012**

Attendees: Michael Crockett, Neal Leon, Rich Ziegler

The Committee took a tour of Highland Park. Significant progress has been made since last month. Gilbane indicated that they are still holding to the schedule at this time.

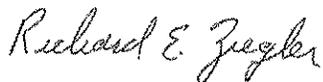
Rich Ziegler discussed that we now have requests from two groups to construct a cricket field and play their games at Martin. Rich is working with the two groups to determine if they can work together in the construction of the field and sharing of their play time. Final details will be presented to the committee at a future meeting.

Rich Ziegler informed the committee of the oil tank replacement project funds that were paid from the BOE budget and the Town received the following reimbursement:

1. Washington \$38,988.00
2. Verplanck \$40,976.00
3. Central Office \$31,343.00

Next meeting will be held on July 26, 2012 at 4:30 pm at Highland Park

Respectfully Submitted,



Richard E Ziegler
Facilities Manager