

**MANCHESTER BOARD OF EDUCATION  
REGULAR MEETING  
MONDAY, SEPTEMBER 10, 2012**

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

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Board of Education Minutes – August 27, 2012

**B. SUPERINTENDENT'S REPORT – PART**

- 1) Inter-Active White Board Demonstration – Ms. Liz Klenonski and Ms. Laura Kowaleski
- 2) SMARTR Committee Update/Submittal

**C. CONSENT CALENDAR**

- 1) Personnel Actions - C – 1
- 2) Permission to apply for Bilingual Education Program Grant for FY2012-13 in the amount of \$5,856 C – 2
- 3) Transfer of Funds C – 3

**D. PUBLIC COMMENTS (any item before the Board)**

**E. UNFINISHED BUSINESS**

None

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**F. NEW BUSINESS -**

None

**G. COMMUNICATIONS**

**H. COMMITTEE REPORT**

- 1) Buildings & Sites Committee Minutes H – 1
- 2) Personnel & Finance Committee Minutes H – 2

**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 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.*
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**PERSONNEL ACTION****RESIGNATIONS**

Liliana Ballestas-Cuevas, School Counselor at Manchester High School, has submitted a letter of resignation for personal reasons effective the end of business on August 27, 2012. Ms. Ballestas-Cuevas has been with Manchester Public Schools since August 26, 1998. It is recommended that her request be approved.

Benjamin Wry, School Counselor at Manchester High School, has submitted a letter of resignation for personal reasons effective the end of business on August 27, 2012. Mr. Wry has been with Manchester Public Schools since August 30, 2006. It is recommended that his request be approved.

Lauren Molinaro, Social Studies teacher at Manchester High School, has submitted a letter of resignation for personal reasons effective the end of business on August 21, 2012. Ms. Molinaro has been with Manchester Public Schools since January 5, 2009. It is recommended that her request be approved.

James Johnston, Language Arts teacher at Illing Middle School, has submitted a letter of resignation for personal reasons effective the end of business on August 6, 2012. Mr. Johnston has been with Manchester Public Schools since August 6, 2010. It is recommended that his request be approved.

Stephanie Sans, Grade 1 teacher at Martin Elementary School, has submitted a letter of resignation for personal reasons effective the end of business on August 3, 2012. Ms. Sans has been with Manchester Public Schools since August 28, 2007. It is recommended that her request be approved.

Lita Rarey, World Language teacher at Manchester High School, has submitted a letter of resignation for personal reasons effective the end of business on August 20, 2012. Ms. Rarey has been with Manchester Public Schools since August 28, 2007. It is recommended that her request be approved.

**APPOINTMENTS**

Confirming the appointment of Ms. Elizabeth Hayes from Business Education teacher, to Interim 11-month Secondary Assistant Principal at Manchester High School, effective August 28, 2012.

Flavio Benson to be a Grade 4 teacher at Waddell Elementary School. Mr. Benson received a Master of Science in Education degree at St. John's University. Mr. Benson resides in Hamden. It is recommended that his appointment be approved effective August 30, 2012 (MA/Step 3 \$49,280).

Sherri Pereira to be a District Numeracy Trainer. Ms. Pereira received a Master of Arts in Teaching and Leadership degree at University of Phoenix. Ms. Pereira resides in Cromwell. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 12 \$73,703).

Yesenia Mercedes to be a Grade 5 teacher at Robertson Elementary School. Ms. Mercedes received a Bachelor of Science in Math degree at Central Connecticut State University. Ms. Mercedes resides in New Britain. It is recommended that her appointment be approved effective August 30, 2012 (BA/Step 1 \$43,611).

Nicole Stickle to be a Music teacher at Washington Elementary School. Ms. Stickle received a Bachelor of Arts in Music degree at University of Hartford. Ms. Stickle resides in Waterbury. It is recommended that her appointment be approved effective August 30, 2012 (BA/Step 3 \$47,536).

Sara Smith to be a District-wide Music teacher. Ms. Smith received a Bachelor of Science in Music degree at Western Connecticut State University. Ms. Smith resides in Redding. It is recommended that her appointment be approved effective August 30, 2012 (BA/Step 1 \$43,611).

Melissa Doherty to be a Family & Consumer Science teacher at Manchester High School. Ms. Doherty received a Master of Arts in Education degree at University of Saint Joseph. Ms. Doherty resides in Manchester. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 3 \$49,280).

Wendy Blume to be a Grade 2 teacher at Highland Park Elementary School. Ms. Blume received a Bachelor of Science in Elementary Education degree at Eastern Connecticut State University. Ms. Blume resides in Vernon. It is recommended that her appointment be approved effective August 30, 2012 (BA/Step 1 \$43,611).

Lindsay Fitzgerald to be a Grade 2 teacher at Washington Elementary School. Ms. Fitzgerald received a Master of Education degree at University of Massachusetts at Amherst. Ms. Fitzgerald resides in Avon. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 1 \$46,228).

Claudia Cousins to be a Language Arts teacher at Illing Middle School. Dr. Cousins received a Doctor of Education in Educational Leadership degree at University of Hartford. Dr. Cousins resides in West Hartford. It is recommended that her appointment be approved effective August 30, 2012 (Doctorate/Step 13 \$92,555).

Katrina Rawlins to be a Kindergarten teacher at Robertson Elementary School. Ms. Rawlins received a Master of Arts in Teaching degree at Sacred Heart University. Ms. Rawlins resides in Danbury. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 2 \$47,536).

Tracy Pietkevich to be a Grade 5 teacher at Martin Elementary School. Ms. Pietkevich received a Master of Science in Elementary Education degree at University of New Haven. Ms. Pietkevich resides in South Windsor. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 1 \$46,228).

Tracy Lorenzo to be a Grade 4 teacher at Washington Elementary School. Ms. Lorenzo received a Master of Arts in Teaching degree at Quinnipiac University. Ms. Lorenzo resides in Fairfield. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 1 \$46,228).

Diane Sandler to be a Family & Consumer Science teacher at Manchester High School. Ms. Sandler received a Bachelor of Science in Education degree at Oneonta State University. Ms. Sandler resides in Marlborough. It is recommended that her appointment be approved effective August 30, 2012 (BA+30/Step 13 \$79,472).

Andrea Ruzzo to be a District-wide .87 FTE Art teacher. Ms. Ruzzo received a Bachelor of Fine Arts in Illustration degree at University of Connecticut. Ms. Ruzzo resides in South Windsor. It is recommended that her appointment be approved effective August 30, 2012 (BA+30/Step 1 \$46,228 pro-rated to .87).

Jessica St. Pierre to be a District-wide School Psychologist. Ms. St. Pierre received a Master of Science in School Psychology degree at University of Hartford. Ms. St. Pierre resides in Harwinton. It is recommended that her appointment be approved effective August 30, 2012 (MA+30/Step 1 \$50,589).

Lindsay Scotto to be a Special Education teacher at Illing Middle School. Ms. Scotto received a Master of Arts in Special Education degree at University of Saint Joseph. Ms. Scotto resides in West Hartford. It is recommended that her appointment be approved effective August 30, 2012 (MA/Step 1 \$46,228).

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**September 10, 2012**

**Town of Manchester  
Board of Education**

**To:** The Manchester Board of Education  
**From:** Dr. Richard Kisiel, Interim Superintendent of Schools  
**Subject:** Permission to apply for the Bilingual Education Program Grant  
**Date:** September 10, 2012

**Background:**

This grant application 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 enhance parent connections and strengthen English language development.

**Discussion/Analysis:**

Funds will be used to:

- Provide materials for student support in Core Curriculum in Spanish.
- Support parental activities for ELL students and families.
- Purchase instructional supplies for student learning.

**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 school year 2012-2013 in the amount of \$5,856.



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Dr. Richard Kisiel  
Interim Superintendent of Schools  
September 10, 2012

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Dr. Richard W. Kisiel, Interim Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** September 5, 2012

**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfer in the FY 2012-2013 Budget.

**Discussion/Analysis:** Transfer from Illing Middle School Intramural/Sports Field Trip to Illing Middle School Sports Supplies/Materials account. A transfer of \$9,400.00 is being requested.

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**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 2012-2013 Budget.



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Dr. Richard Kisiel  
Interim Superintendent of Schools  
September 10, 2012

OK Doreen  
CARD 9/6/12

Manchester Public Schools  
Manchester, Connecticut

To: Accounting Department

School: IMS

Date: 9/5/12

Principal's Sign: \_\_\_\_\_

Date of Approval: 9/4/12

**JUSTIFICATION (Required Field) :**

Money put in incorrect line, monies needed for supplies and materials (Athletics)

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

**DECREASE In whole dollars only:**

\$9400. Account # 31653320 5512 Description: IMSmur/sports field trip

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$9400. TOTAL DECREASE

**INCREASE In whole dollars only:**

\$9400. Account # 31453320 5616 Description: IMS sch/sports S/M

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ Account # \_\_\_\_\_ Description: \_\_\_\_\_

\$ \_\_\_\_\_ TOTAL INCREASE (Must match total decrease)

Accounting Department Only

Board Approval Needed: Yes X No

Date of Board Approval: \_\_\_\_\_

Date Transfer Completed \_\_\_\_\_ Name: \_\_\_\_\_

**Manchester Board of Education  
Building and Sites Committee  
August 23, 2012**

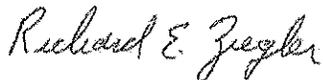
**Attendees:** Mike Crockett, Neal Leon, Deborah Hagenow, Dr. Kisiel, Chris Pattacini, Pat Brooks, Rich Ziegler

The Committee took a tour of Highland Park. Significant progress has been made since last month. Highland Park will be ready to open September 4, 2012.

The Committee discussed the status of Nathan Hale Elementary School. The committee recommended to refer this issue to the Board of Education to determine the future use of Nathan Hale Elementary School.

**Next meeting will be held on October 4, 2012 at 5:30 pm at Central Office**

Respectfully Submitted,



Richard E Ziegler  
Facilities Manager

**Manchester Board of Education  
Personnel & Finance Committee Report  
August 23, 2012**

Attendees: Mike Crockett, Neal Leon, Chris Pattacini, Deborah Hagenow, Dr. Kisiel, Pat Brooks, Rich Ziegler

Mrs. Brooks reviewed the FY2011-2012 end-of-year financial report.

The Committee had a lengthy discussion regarding Nathan Hale Elementary School. It was the recommendation of the Committee to refer this issue to the Board of Education to determine the long-term future use of Nathan Hale Elementary School.

Respectfully submitted,



Patricia F. Brooks  
Assistant to the Superintendent  
Finance and Management

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