

**MANCHESTER BOARD OF EDUCATION**  
**REGULAR MEETING**  
**MONDAY, AUGUST 24, 2015**

**Personnel & Finance Committee  
Board Of Education Mtg.**

**5:30 P.M. – Director’s Rm.  
7:00 P.M. – Hearing Rm.  
Lincoln Center**

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Approval of Board of Education Minutes – July 13, 2015 A – 3

**B. CONSENT CALENDAR**

- 1) Personnel Information B – 1
- 2) Transfer of Funds B – 2
- 3) Increase in appropriation for FY14/15 USDA Head Start, breakfast and Lunch grant by \$18,195 from \$91,805 to \$110,000. B – 3
- 4) Establish an appropriation for FY15/16 for the Preschool Development Grant, in the amount of \$255,400. B – 4
- 5) Establish an appropriation for FY15/16 for the Enfield Head Start, State State Department of Education Services grant, in the amount of \$2,904. B – 5
- 6) Establish an appropriation for FY15/16 for the Manchester Head Start, State Department of Education Link grant, in the amount of \$32,363. B – 6
- 7) Establish an appropriation for FY15/16 for the Enfield Head Start, State Department of Education Link grant, in the amount of \$39,148. B – 7
- 8) Establish an appropriation for FY15/16 for the Enfield Head Start, State Department of Education Enhancement grant, in the amount of \$92,891. B – 8

**C. COMMITTEE REPORTS**

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

**E. SUPERINTENDENT’S REPORT**

- 1) Update on Bennet/Cheney Project, Randall Luther, Principal Architect, Tai Soo Kim Architects, and Peter Staye, Facilities Director E – 1
- 2) Update on Talent Development, Mrs. Vonetta Romeo-Rivers, Director of Performance, Evaluation and Talent Development
- 3) Update on Opening of School, Mr. Matthew Geary, Superintendent of Schools

**F. UNFINISHED BUSINESS –  
None**

**G. NEW BUSINESS -  
None**

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

I. **COMMUNICATIONS**

1) Student Representatives – Ms. Lori Fogg and Ms. Shania Stanton

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 ACTION****APPOINTMENTS**

Confirming the appointment of Amy LaQuerre from Special Education teacher at Manchester High School to Special Education Supervisor effective August 17, 2015, (Supervisor (220 days) Step 1, \$103,833.

Confirming the appointment of Karen Gray from Washington Elementary School Principal to Supervisor of Student Development effective July 1, 2015, (Supervisors (220 days), Step 4a, \$116,967.

Confirming the appointment of Marc DiDominzio from Business Education teacher at Manchester High School to Dean of Students at Manchester High School effective August 1, 2015, (Dean of Students (200 days), Step 1, \$85,000.

Confirming the appointment of Owen Carroll from Social Studies teacher at Manchester High School to Dean of Students at Manchester High School effective August 1, 2015, (Dean of Students (200 days), Step 1, \$85,000.

Confirming the appointment of Elizabeth Hayes from Interim Principal to Principal at Illing Middle School effective July 1, 2015, (Middle School Principals (220 days), Step 4a, \$134,422.

Confirming the appointment of Katelyn Miner from Interim Secondary Assistant Principal to Assistant Principal at Manchester High School effective July 1, 2015, (Secondary Assistant Principals (220 days), Step 2, \$114,877.

Confirming the appointment of Alexia Kalogianes from Special Education Supervisor to Dean of Students at Manchester High School effective August 1, 2015, (220 days), \$115,154.

Confirming the appointment of James Farrell from Secondary Assistant Principal at Manchester High School to Attendance Administrator effective July 1, 2015, (Attendance Administrator (210 days), \$120,704.

Kathryn Atwater to be a Special Education teacher at Verplanck Elementary School. Ms. Atwater received a Bachelor of Science in Special Education/Elementary Education Collaborative degree at Southern Connecticut State University. Ms. Atwater resides in Simsbury. It is recommended that her appointment be approved effective August 24, 2015 (BA/Step 1, \$43,611).

Fellicia Ayers to be a Grade 6 teacher at Bennet Academy. Ms. Ayers received a Master of Science in Elementary Education degree at University of New Haven. Ms. Ayers resides in Newington. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 13, \$81,475).

Rachel Cameron to be a Special Education teacher at Bennet Academy. Ms. Cameron received a Master of Arts in Special Education degree at Assumption College. Ms. Cameron resides in Willington. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 11, \$68,470).

Nicole Caskey to be a Music teacher at Head Start, Bentley Alternative Education, and Washington and Bowers Elementary Schools. Ms. Caskey received a Bachelor of Science in Music Education degree at Central Connecticut State University. Ms. Caskey resides in Manchester. It is recommended that her appointment be approved effective August 24, 2015 (BA/Step 3, \$46,228).

Angelica Circosta to be a District-wide School Psychologist. Ms. Circosta received a Sixth Year Certificate in School Psychology and a Master of Science in School Psychology degree at University of Hartford. Ms. Circosta resides in Newington. It is recommended that her appointment be approved effective August 24, 2015 (MA+30/Step 2, \$51,898).

Joan Corwin to be a Special Education teacher at Buckley Elementary School. Ms. Corwin received a Bachelor of Arts in School Age Care degree at Concordia University. Ms. Corwin resides in Manchester. It is recommended that her appointment be approved effective August 24, 2015 (BA+30/Step 10, \$65,418).

Jason Daniels to be a Technology Education teacher at Manchester Regional Academy. Mr. Daniels received a Master of Science in Educational Technology degree at Central Connecticut State University. Mr. Daniels resides in New Britain. It is recommended that his appointment be approved effective August 24, 2015 (MA/Step 12, \$73,703).

Samantha DeSantis to be a STEM Specialist at Waddell Elementary School. Ms. DeSantis received a Master of Arts in Curriculum and Instruction degree at University of Connecticut. Ms. DeSantis resides in Ridgefield. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 1, \$46,228).

Virginia Freese to be a Family and Consumer Science teacher at Illing Middle School. Ms. Freese received a Bachelor of Arts in English degree at University of Maine. Ms. Freese resides in Avon. It is recommended that her appointment be approved effective August 24, 2015 (BA+30/Step 7, \$57,130).

Caitlin Gallagher to be a Grade 5 teacher at Bowers Elementary School. Ms. Gallagher received Master of Arts in Curriculum and Instruction degree at University of Connecticut. Ms. Gallagher resides in Manchester. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 1, \$46,228).

Ellen Gehret to be a Language Arts teacher at Illing Middle School. Ms. Gehret received a Master of Education in Middle and Secondary Education degree at University of Massachusetts Boston. Ms. Gehret resides in Old Saybrook. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 11, \$68,470).

Brie Hadfield to be a Grade 4 teacher at Washington Elementary School. Ms. Hadfield received a Bachelor of Arts in Elementary Education degree at Eastern Connecticut State University. Ms. Hadfield resides in Manchester. It is recommended that her appointment be approved effective August 24, 2015 (BA/Step 4, \$47,973).

Amanda Halpin to be a Special Education teacher at Waddell Elementary School. Ms. Halpin received a Master of Science in Special Education degree at Central Connecticut State University. Ms. Halpin resides in Rocky Hill. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 4, \$51,025).

Allison Hernandez to be a Mathematics teacher at Manchester High School. Ms. Hernandez received a Bachelor of Arts in Mathematics degree at Florida International University. Ms. Hernandez resides in New Britain. It is recommended that her appointment be approved effective August 24, 2015 (BA/Step 7, \$53,206).

Heather Hitchman to be a Grade 3 teacher at Verplanck Elementary School. Ms. Hitchman received a Master of Science in Elementary Education degree at Southern Connecticut State University. Ms. Hitchman resides in Middletown. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 1, \$46,228).

Nicholas Jones to be a Grade 2 teacher at Robertson Elementary School. Mr. Jones received a Bachelor of Science in Elementary Education and Special Education degree at University of Hartford. Mr. Jones resides in Cheshire. It is recommended that his appointment be approved effective August 24, 2015 (BA/Step 1, \$43,611).

Kelly Kearney to be a Grade 5 teacher at Robertson Elementary School. Ms. Kearney received Master of Arts in Curriculum and Instruction degree at University of Connecticut. Ms. Kearney resides in Shelton. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 1, \$46,228).

Alyssa Levin to be a District-wide Speech and Language Pathologist. Ms. Levin received a Master of Arts in Speech-Language Pathology degree at University of Connecticut. Ms. Levin resides in Southington. It is recommended that her appointment be approved effective August 24, 2015 (MA+30/Step 3, \$53,641).

Gerard Lionetti to be a Language Arts teacher at Illing Middle School. Mr. Lionetti received a Master of Arts in Teaching degree at Sacred Heart University. Mr. Lionetti resides in Trumbull. It is recommended that his appointment be approved effective August 24, 2015 (MA/Step 2, \$47,536).

Anna Martinez to be a Grade 2 teacher at Bowers Elementary School. Ms. Martinez received Master of Arts in Teaching degree at Smith College. Ms. Martinez resides in Avon. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 3, \$49,280).

Kathleen Morin to be a Music teacher at Washington Elementary School. Ms. Morin received a Bachelor of Arts in Music degree at Lycoming College. Ms. Morin resides in Manchester. It is recommended that her appointment be approved effective August 24, 2015 (BA+15/Step 7, \$54,515).

Danielle Nardone to be a School Social Worker at the Manchester Preschool Center and Buckley Elementary School. Ms. Nardone received a Master of Social Work degree at University of Connecticut. Ms. Nardone resides in Vernon. It is recommended that her appointment be approved effective August 24, 2015 (MA+30/Step 1, \$50,589).

Elizabeth Oman to be a Music teacher at Verplanck Elementary School. Ms. Oman received a Bachelor of Music in Music Education degree at University of Hartford. Ms. Oman resides in Hartford. It is recommended that her appointment be approved effective August 24, 2015 (BA/Step 1, \$43,611).

John Opalenik to be a Grade 4 teacher at Verplanck Elementary School. Mr. Opalenik received a Bachelor of Arts in English degree at Central Connecticut State University. Mr. Opalenik resides in Plantsville. It is recommended that his appointment be approved effective August 24, 2015 (BA+30/Step 1, 46,228).

Justin Patton to be a Music teacher at Illing Middle School. Mr. Patton received a Master of Arts in Curriculum and Instruction degree at University of Connecticut. Mr. Patton resides in Portland. It is recommended that his appointment be approved effective August 24, 2015 (MA/Step 1, \$46,228).

Jill Pritchett to be a Kindergarten teacher at Verplanck Elementary School. Ms. Pritchett received a Master of Arts in Education degree at University of Saint Joseph. Ms. Pritchett resides in Hamden. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 5, \$52,769).

Kristen Rizzi to be a Grade 4 teacher at Highland Park Elementary School. Ms. Rizzi received a Master of Arts in Special Education degree at Saint Joseph College. Ms. Rizzi resides in Lebanon. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 2, \$47,536).

Cindy Sanders to be a Spanish teacher at Manchester High School. Ms. Sanders received a Master of Arts in Educational Psychology degree at University of Connecticut. Ms. Sanders resides in South Glastonbury. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 5, \$52,769).

Molly Sayles to be the Band Director at Bennet Academy. Ms. Sayles received a Bachelor of Science in Music Education degree at Western Connecticut State University. Ms. Sayles resides in Quaker Hill. It is recommended that her appointment be approved effective August 24, 2015 (BA/Step 1, \$43,611).

Jodi Soloperto to be a STEM Specialist at Keeney Street Elementary School. Ms. Soloperto received a Master of Science in Science Education degree at Southern Connecticut State University. Ms. Soloperto resides in South Windsor. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 4, \$51,025).

Ronald Suraci to be a Grade 5 teacher at Verplanck Elementary School. Mr. Suraci received a Master of Science in Elementary Education degree at University of New Haven. Mr. Suraci resides in East Haven. It is recommended that his appointment be approved effective August 24, 2015 (MA/Step 1, \$46,228).

Jacqueline Sweeney to be an Art teacher at Bennet Academy, Manchester Preschool Center, and Bentley Alternative Education Program. Ms. Sweeney received a Master of Arts in Art Education degree at Central Connecticut State University. It is recommended that her appointment be approved effective August 24, 2015 (MA/Step 2, \$47,536).

Ludmila Zadrozny to be a STEM Specialist at Washington Elementary School. Ms. Zadrozny received a Sixth Year Certificate in Educational Leadership at Central Connecticut State University and a Master of Science in Elementary Education degree at University of Bridgeport. Ms. Zadrozny resides in Coventry. It is recommended that her appointment be approved effective August 24, 2015 (MA+30/Step 13, \$87,177).

Courtney Zuckerman to be a Science teacher at Manchester High School. Ms. Zuckerman received a Master of Arts in Education degree and a Master of Science in Geology degree at University of Connecticut. Ms. Zuckerman resides in Glastonbury. It is recommended that her appointment be approved effective August 24, 2015 (MA+30/Step 11, \$73,268).

## **RESIGNATIONS**

Amanda Pasha, Special Education teacher at Manchester High School has submitted a letter of resignation for personal reasons effective the end of business on July 8, 2015. Ms. Pasha has been with Manchester Public Schools since August 30, 2012. It is recommended that her request be approved.

Katherine Jolly, Grade 5 teacher at Verplanck Elementary School has submitted a letter for resignation for personal reasons effective the end of business on July 30, 2015. Ms. Jolly has been with Manchester Public Schools since August 29, 2011. It is recommended that her request be approved.

Katy Vicchitto, Grade 1 teacher at Verplanck Elementary School has submitted a letter for resignation for personal reasons effective the end of business on July 29, 2015. Ms. Vicchitto has been with Manchester Public Schools since August 27, 2009. It is recommended that her request be approved.

August 24, 2015

Jessica St. Pierre, School Psychologist for the Bentley Alternative Education Program has submitted a letter of resignation for personal reasons effective the end of business on July 22, 2015. Ms. St. Pierre has been with Manchester Public Schools since August 30, 2012. It is recommended that her request be approved.

Kristin Miller, Speech and Language Pathologist for the Manchester Preschool Center has submitted a letter of resignation for personal reasons effective the end of business on August 11, 2015. Ms. Miller has been with Manchester Public Schools since November 17, 1999. It is recommended that her request be approved.

Darcy Fiano, Reading Consultant at Washington Elementary School has submitted a letter of resignation for personal reasons effective the end of business on August 6, 2015. Ms. Fiano has been with Manchester Public Schools since August 25, 1999. It is recommended that her request be approved.

Julia Pickett, Family and Consumer Science teacher at Illing Middle School has submitted a letter of resignation for personal reasons effective the end of business on July 31, 2015. Ms. Pickett has been with Manchester Public Schools since August 22, 2008. It is recommended that her request be approved.

Joy Tierney, Language Arts teacher at Illing Middle School has submitted a letter of resignation for personal reasons effective the end of business on August 4, 2015. Ms. Tierney has been with Manchester Public Schools since August 26, 2013. It is recommended that her request be approved.

Anne Sousa, Early Childhood Education teacher at Keeney Street Elementary School has submitted a letter of resignation for personal reasons effective the end of business on August 6, 2015. Ms. Sousa has been with Manchester Public Schools since August 29, 2011. It is recommended that her request be approved.

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** August 24, 2015

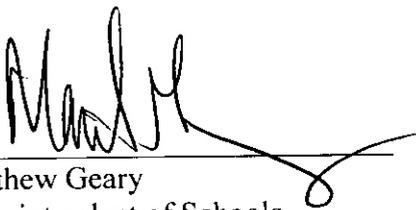
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Iling Middle School Administrative Computer Supplies and Materials account to Iling Middle School Administrative Contracted Services account. A total transfer of \$8,000 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 2015-2016 Budget.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 5, 2015

S-8/7/15 ae

**TRANSFER**

Manchester Public Schools  
Manchester, Connecticut

To: Accounting Department

School:

Illing Middle School

Approval Signature:

Beth Hayes

Date: August 5, 2015

Date of Approval:

8/5/15

JUSTIFICATION:

**Funds for SWIPE Attendance System**

**RECEIVED**  
AUG 06 2015

BY ACCOUNTS PAYABLE

SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE: ADMINISTRATION

\$ 8,000.00 Account #: 423 53 100 5612 Description: Comp Supplies

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

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

INCREASE: ADMINISTRATION

\$ 8,000.00 Account #: 423 53 100 5430 Description: Contracted Services

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

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

Accounting Department Only

Board Approval Needed:

**X** Yes

No

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

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

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** August 24, 2015

**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 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Waddell Elementary School Classroom Instruction Replacement Furniture account to Waddell Elementary School Math Instructional Supplies & Materials account. A total transfer of \$3,000 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 2015-2016 Budget.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 19, 2015

S- 8/19/15  
ce

**Manchester Public Schools  
Manchester, Connecticut**

No. 5145 P. 2  
AUG 19 2015  
L77 ACCOUNTS PAYABLE

To: **Accounting Department**

School: Waddell

Date: 8/19/2015

Principal's Sign: Mumbuly Loveland

Date of Approval: 8/19/15

**JUSTIFICATION (Required Field) :**  
  
Replenish

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

**DECREASE** In whole dollars only:

\$ 3000	Account # 11013100-5730	Description: Classroom Instruction Replace Equipment
\$	Account #	Description:
\$	Account #	Description:
\$	<b>TOTAL DECREASE</b>	

**INCREASE** In whole dollars only:

\$ 3000	Account # <u>13013100-5611</u>	Description: Math Education
\$	Account #	Description:
\$	Account #	Description:
\$	<b>TOTAL INCREASE (Must match total decrease)</b>	

**Accounting Department Only**

Board Approval Needed: Yes  No

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

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

**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** August 24, 2015

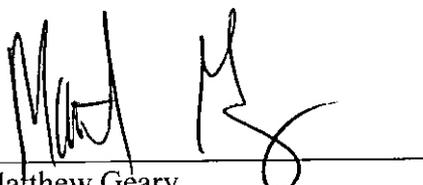
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Waddell Elementary School Administrative Professional Development account to Waddell Elementary School Administrative Instructional Supplies & Materials account. A total transfer of \$900 is being requested.

**Financial Impact:** None

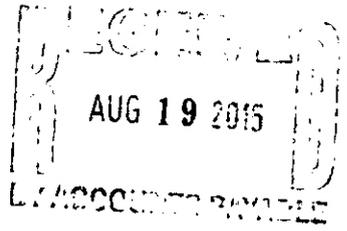
**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education approve these transfers in the FY 2015-2016 Budget.

  
Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 19, 2015

S. Stalis  
al

Manchester Public Schools  
Manchester, Connecticut



To: Accounting Department

School: Waddell

Date: 8/19/2015

Principal's Sign: *Kimberly Dowland*

Date of Approval: 8/19/15

**JUSTIFICATION (Required Field) :**

Waddell Instructional Supplies account created

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

**DECREASE In whole dollars only:**

\$ 900	Account # 42313221-5320	Description: Professional Development
\$	Account #	Description:
\$	Account #	Description:

\$ **TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$ 900	Account # <u>42313100-5611</u>	Description: <u>Instructional Supplies</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

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

**Accounting Department Only**

Board Approval Needed: Yes  No

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

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

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Increase in Appropriation for Head Start USDA FY 14/15  
**Date:** August 18, 2015

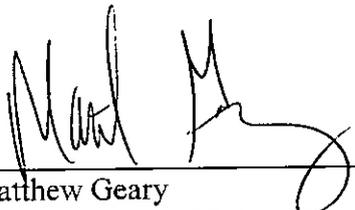
**Background:** The cost of providing breakfast and lunch to Head Start students is reimbursed by the State Department of Education's Child and Adult Care Food Program. An annual appropriation is created in order to receive and expend these funds.

**Discussion/Analysis:** Because of the lag in payments of up to two months, we generally find the need to adjust the amount of appropriation as we near the end of the fiscal year (9/30/15).

**Financial Impact:** An increase in the appropriation will allow us to receive and spend funds to cover all expenses for serving meals to Head Start students.

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to increase FY14/15 USDA Head Start, breakfast and lunch grant appropriation by \$18,195 from \$91,805 to \$110,000.



---

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 24, 2015

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation FY 15/16 Preschool Development Grant  
**Date:** August 18, 2015

**Background:** Preschool Development Grant from the Office of Early Childhood is provided to support ambitious and achievable plans to implement and sustain a high-quality preschool program to reach and serve additional eligible children in our high-need communities.

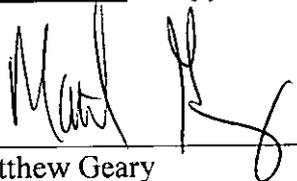
**Discussion/Analysis:** FY15/16 is the start-up year for this 3-year commitment to enhancing our preschool program to enable the delivery of high-quality preschool services in high-need communities.

**Financial Impact:** None.

**Other Board/Commission Action:** None

**Recommendation:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY15/16 Preschool Development Grant appropriation, in the amount of \$255,400.

**Attachments:** Copy of budget.



---

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 24, 2015

REV 6/10/15

**FY 2016 PRESCHOOL DEVELOPMENT GRANT (PDG)  
LOCAL PROVIDER BUDGET FORM ED114-B**

GRANTEE NAME:	MANCHESTER	TOWN/AGENCY CODE:	077	
PROGRAM NAME:	Manchester Board Of Education			
GRANT TITLE:	Federal Preschool Development Grant			
PROJECT TITLE:	Preschool Development Grant - Community			
ACCOUNTING CLASSIFICATION: FUND:      SPID:      YEAR: 2015 PROG:      CF1:      CF2:				
GRANT PERIOD: 07/01/2015 – 06/30/2016		AUTHORIZED AMOUNT: \$255,400		
AUTHORIZED AMOUNT BY SOURCE:				
LOCAL BALANCE:	CARRY-OVER DUE:	CURRENT DUE: \$		
CODES	DESCRIPTIONS	PDG SPACE ALLOCATION BUDGET AMOUNT	PROFESSIONAL DEV. & TRANSPORT. BUDGET AMOUNT	START-UP BUDGET AMOUNT
<b>PERSONNEL</b>				
111A	Non-Instructional (Administrative/Supervisor Salaries/Clerical/Other)			
111B	Instructional	\$104,538		
<b>FRINGE BENEFITS</b>				
200	Personal Services – Employees Benefits	\$58,273		
<b>CONTRACTUAL &amp; TRAVEL</b>				
300	Purchased Professional and Technical Services	\$58,589		
400	Purchased Property Services	\$9,000		
500	Other Purchased Services: Student Transportation Communications (Phone/Data) Travel (Staff)			
<b>SUPPLIES</b>				
600	Supplies			\$25,000
	<b>TOTAL</b>	<b>\$230,400</b>	<b>\$</b>	<b>\$25,000</b>
Original Request Date:		Connecticut Office of Early Childhood Program Manager Authorization		Date of Approval
Revised Request Date:				Date of Approval

Note: In Line 300 - ECCP Amount will be paid by the OEC on behalf of the community / providers in Year 1 of the PDG.  
 Note: In Line 500 - Please show the amount for staff Travel separate from all other "Other Purchased Services."

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation FY 15/16 Enfield Head Start Services Grant  
**Date:** August 18, 2015

**Background:** Enfield Head Start has received a grant from the State Department of Education for the augmentation of its services to low-income families.

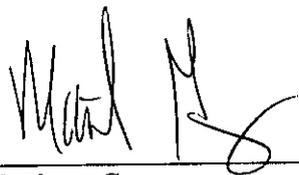
**Discussion/Analysis:** These funds are used for program quality enhancement in the area of literacy.

**Financial Impact:** Grant funds cover 100% of the cost of implementation for this services program.

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY15/16 Enfield Head Start, State Department of Education Services grant appropriation, in the amount of \$2,904.

**Attachments:** Award letter and budget.



---

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 24, 2015



**STATE OF CONNECTICUT**  
**OFFICE OF EARLY CHILDHOOD**

**GRANT AWARD NOTIFICATION**

**1 Grant Recipient**

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

**4 Award Information**

Grant Type: STATE  
Statute: C.G.S. 10-16n  
CFDA #: None  
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2016-83004-170104-SDE00219

**2 Grant Title**

HEAD START SERVICES

**5 Award Period**

7/1/2015 - 6/30/2016

**3 Staff**

Program Manager:  
Andrea Brinnel 860-713-6771

Payment & Expenditure Inquiries:  
Karen Calabrese 860-713-6472

**6 Authorized Funding**

Grant Amount: \$2,904

Funding Status: Final

**7 Terms and Conditions of Award**

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2015 and June 30, 2016 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2016. For grants awarded for two-year periods beginning July 1, 2015, 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, 2017. The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

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

This grant has been approved.

7/31/2015

Linda Goodman  
Deputy Director  
Office of Early Childhood

# BUDGET FORM

Created On: 7/31/2015

## ED 114

Fiscal Year: 2016  
Grantee Name: MANCHESTER  
Grant Title: HEAD START SERVICES  
Project Title: SERVICES GRANT (DELEGATE)  
Fund: 11000 SPID: 16101 Year: 2016 PROG: 83004 CF1: 170104 CF2: SDE00219  
Grant Period: 7/1/2015 - 6/30/2016  
Project Code: OEC000000000002

Funding Status: Final  
Vendor ID: 00077  
Authorized Amount: \$2,904

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$2,904

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	1,693
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	1,211
700	PROPERTY	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$2,904</b>

Original Request Date: 7/20/2015

This budget was approved by Andrea Brinnel on 7/24/2015.

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation FY 15/16 Manchester Head Start Link Grant  
**Date:** August 18, 2015

**Background:** Manchester Head Start received a grant from the State Department of Education for the expansion of its services to low-income families.

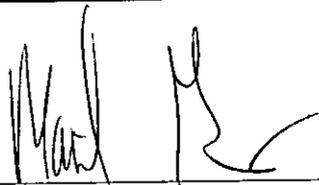
**Discussion/Analysis:** These funds will be used to extend the school day of its Squire Village district students from part-time to a full day of six hours. This expansion will increase learning opportunities in the development of language, literacy, social and emotional and math and science concepts.

**Financial Impact:** Grant funds cover 100% of the cost of implementation for this program expansion.

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY15/16 Manchester Head Start, State Department of Education Link grant appropriation, in the amount of \$32,363.

**Attachments:** Award letter and budget.



Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 24, 2015



**STATE OF CONNECTICUT**  
**OFFICE OF EARLY CHILDHOOD**

GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE  
Statute: C.G.S. 10-16n  
CFDA #: None  
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2016-83004-170105

2 Grant Title

HEAD START SERVICES

5 Award Period

7/1/2015 - 6/30/2016

3 Staff

Program Manager:  
Andrea Brinnel 860-713-6771  
  
Payment & Expenditure Inquiries:  
Karen Calabrese 860-713-6472

6 Authorized Funding

Grant Amount: \$32,363  
  
Funding Status: Final

7 Terms and Conditions of Award

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2015 and June 30, 2016 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2016. For grants awarded for two-year periods beginning July 1, 2015, 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, 2017. 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 State Head Start grant is intended to serve three purposes as specified in Connecticut General Statutes (CGS) Section 10-16n:

- 1) To establish extended-day and full-day, year-round Head Start programs or expand existing Head Start programs to extended-day or full-day, year-round programs;
- 2) To enhance program quality; and
- 3) To increase the number of children served.

This grant has been approved.

7/31/2015

Linda Goodman  
Deputy Director  
Office of Early Childhood

# BUDGET FORM

Created On: 7/31/2015

## ED 114

Fiscal Year: 2016  
Grantee Name: MANCHESTER  
Grant Title: HEAD START SERVICES  
Project Title: LINK (GRANTEE)  
Fund: 11000 SPID: 16101 Year: 2016 PROG: 83004 CF1: 170105 CF2:  
Grant Period: 7/1/2015 - 6/30/2016 Authorized Amount: \$32,363  
Project Code: OEC000000000002

Funding Status: Final  
Vendor ID: 00077

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$32,363

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	30,014
111B	INSTRUCTIONAL	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	2,349
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	
700	PROPERTY	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$32,363</b>

Original Request Date: 7/22/2015

This budget was approved by Andrea Brinnel on 7/24/2015.

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation FY 15/16 Enfield Head Start Link Grant  
**Date:** August 18, 2015

**Background:** Enfield Head Start has received a grant from the State Department of Education to provide additional direct services to students in the areas of language and literacy.

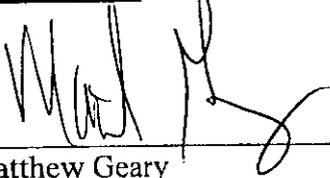
**Discussion/Analysis:** These funds will be used to hire three part-time literacy facilitators and to purchase instructional supplies. The facilitators will work with students individually and in small groups to strengthen literacy and language skills. They will also promote family literacy and parent involvement.

**Financial Impact:** Grant funds cover 100% of the cost of implementation for this program enhancement.

**Other Board/Commission Action:** None

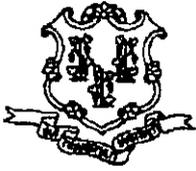
**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY15/16 Enfield Head Start, State Department of Education Link grant appropriation, in the amount of \$39,148.

**Attachments:** Award letter and budget.



---

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 24, 2015



**STATE OF CONNECTICUT**  
**OFFICE OF EARLY CHILDHOOD**

**GRANT AWARD NOTIFICATION**

**1 Grant Recipient**

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

**4 Award Information**

Grant Type: STATE  
Statute: C.G.S. 10-16n  
CFDA #: None  
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2016-83004-170105-SDE00219

**2 Grant Title**

HEAD START SERVICES

**5 Award Period**

7/1/2015 - 6/30/2016

**3 Staff**

Program Manager:  
Andrea Brinnel 860-713-6771

Payment & Expenditure Inquiries:  
Karen Calabrese 860-713-6472

**6 Authorized Funding**

Grant Amount: \$39,148

Funding Status: Final

**7 Terms and Conditions of Award**

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2015 and June 30, 2016 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2016. For grants awarded for two-year periods beginning July 1, 2015, 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, 2017. 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 State Head Start grant is intended to serve three purposes as specified in Connecticut General Statutes (CGS) Section 10-16n:  
1) To establish extended-day and full-day, year-round Head Start programs or expand existing Head Start programs to extended-day or full-day, year-round programs;  
2) To enhance program quality; and  
3) To increase the number of children served.

This grant has been approved.

7/31/2015

Linda Goodman  
Deputy Director  
Office of Early Childhood

# BUDGET FORM

Created On: 7/31/2015

## ED 114

Fiscal Year: 2016  
Grantee Name: MANCHESTER  
Grant Title: HEAD START SERVICES  
Project Title: LINK (DELEGATE)  
Fund: 11000 SPID: 16101 Year: 2016 PROG: 83004 CF1: 170105 CF2: SDE00219  
Grant Period: 7/1/2015 - 6/30/2016  
Project Code: OEC000000000002

Funding Status: Final  
Vendor ID: 00077  
Authorized Amount: \$39,148

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$39,148

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	22,955
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	1,458
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	14,530
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	205
700	PROPERTY	
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$39,148</b>

Original Request Date: 7/20/2015

---

This budget was approved by Andrea Brinnel on 7/24/2015.

Town of Manchester  
Board of Education

**To:** Manchester Board of Education  
**From:** Matthew Geary, Superintendent of Schools  
**Subject:** Item for Appropriation FY 15/16 Enfield Head Start Enhancement Grant  
**Date:** August 18, 2015

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

**Discussion/Analysis:** These funds are used to enhance services for preschoolers, for the Enfield extended day full year program and continuation summer program.

**Financial Impact:** Grant funds cover 100% of the cost of implementation for this program enhancement.

**Other Board/Commission Action:** None

**Recommendations:** The Superintendent of Schools recommends that the Board of Education request the Board of Directors to create FY15/16 Enfield Head Start, State Department of Education enhancement grant appropriation, in the amount of \$92,891.

**Attachments:** Award letter and budget.



---

Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
August 24, 2015



**STATE OF CONNECTICUT**  
**OFFICE OF EARLY CHILDHOOD**

**GRANT AWARD NOTIFICATION**

**1 Grant Recipient**

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

**4 Award Information**

Grant Type: STATE  
Statute: C.G.S. 10-16n  
CFDA #: None  
Project Code: OEC000000000002

Grant Number: 077-000 11000-16101-2016-83004-170106-SDE00219

**2 Grant Title**

HEAD START SERVICES

**5 Award Period**

7/1/2015 - 6/30/2016

**3 Staff**

Program Manager:  
Andrea Brinnel 860-713-6771  
  
Payment & Expenditure Inquiries:  
Karen Calabrese 860-713-6472

**6 Authorized Funding**

Grant Amount: \$92,891  
  
Funding Status: Final

**7 Terms and Conditions of Award**

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

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions for expenditures made between July 1, 2015 and June 30, 2016 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2016. For grants awarded for two-year periods beginning July 1, 2015, 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, 2017. 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 State Head Start grant is intended to serve three purposes as specified in Connecticut General Statutes (CGS) Section 10-16n:  
1) To establish extended-day and full-day, year-round Head Start programs or expand existing Head Start programs to extended-day or full-day, year-round programs;  
2) To enhance program quality; and  
3) To increase the number of children served.

This grant has been approved.

7/31/2015

Linda Goodman  
Deputy Director  
Office of Early Childhood

# BUDGET FORM

Created On: 7/31/2015

## ED 114

Fiscal Year: 2016  
Grantee Name: MANCHESTER  
Grant Title: HEAD START SERVICES  
Project Title: ENHANCEMENT GRANT (DELEGATE)  
Fund: 11000  
Grant Period: 7/1/2015 - 6/30/2016  
Project Code: OEC000000000002

Grantee: 077-000  
Year: 2016  
PROG: 83004  
CF1: 170106  
CF2: SDE00219  
Authorized Amount: \$92,891

Funding Status: Final  
Vendor ID: 00077

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$92,891

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	6,188
111B	INSTRUCTIONAL	58,124
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	
325	PARENT ACTIVITIES	100
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
340	OTHER PROFESSIONAL SERVICES	27,879
400	PURCHASED PROPERTY SERVICES	
510	STUDENT TRANSPORTATION SERVICES	
530	COMMUNICATIONS	
580	TRAVEL	
600	SUPPLIES	600
700	PROPERTY	
917	INDIRECT COST	
	TOTAL	\$92,891

Original Request Date: 7/20/2015

---

This budget was approved by Andrea Brinnel on 7/24/2015.

# CHENEY SCHOOL BUILDING & BENNET ACADEMY

Board of Education – August 24, 2015



## Tai Soo Kim Partners Architects

146 Wyllys St. Ste. 1-203 • Hartford, CT

119 Braintree St. Ste. 217 • Boston, MA

[www.tskp.com](http://www.tskp.com)

# Site Plan – Lot Consolidation



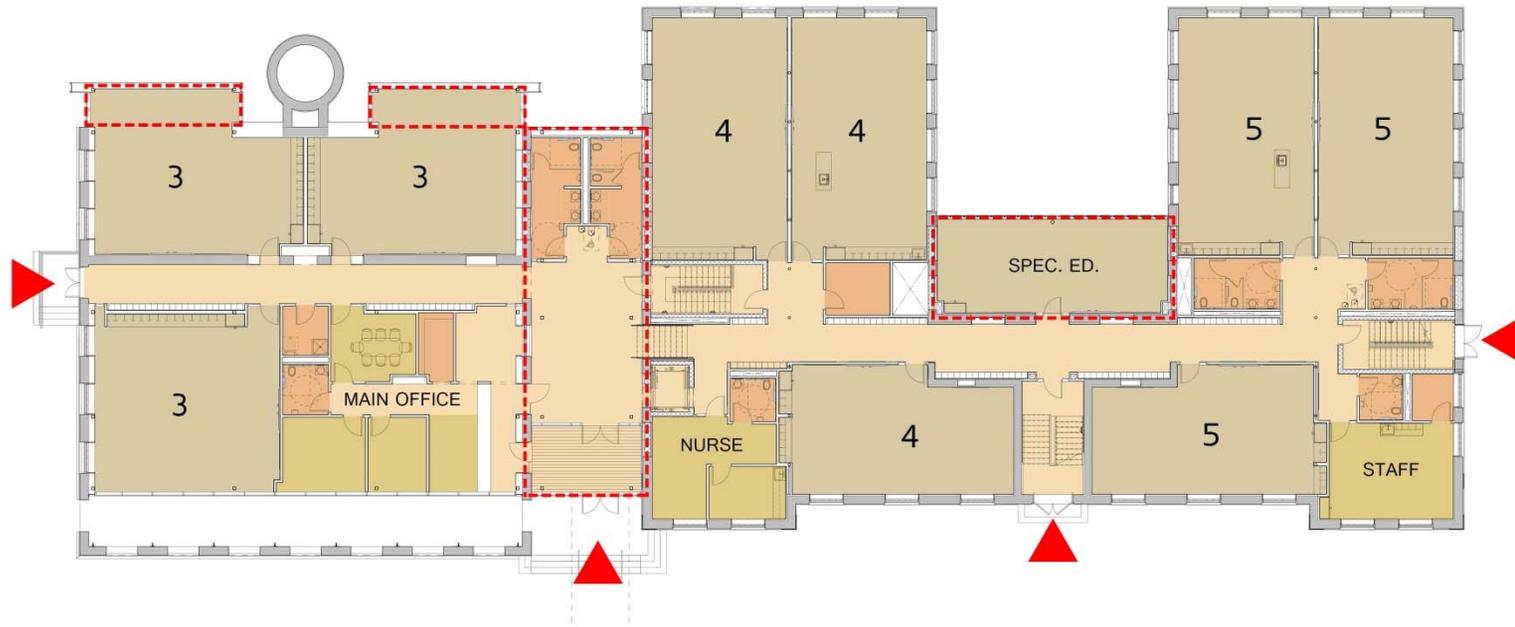
# Site Plan - Proposed



Addition and Renovations to Elisabeth M. Bennet Academy  
1151 Main Street -Manchester, CT

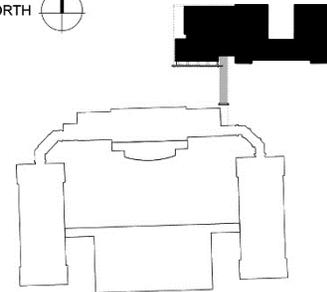


# Cheney - Main Level



- Classrooms
- Administrative
- Circulation
- Utility & Service

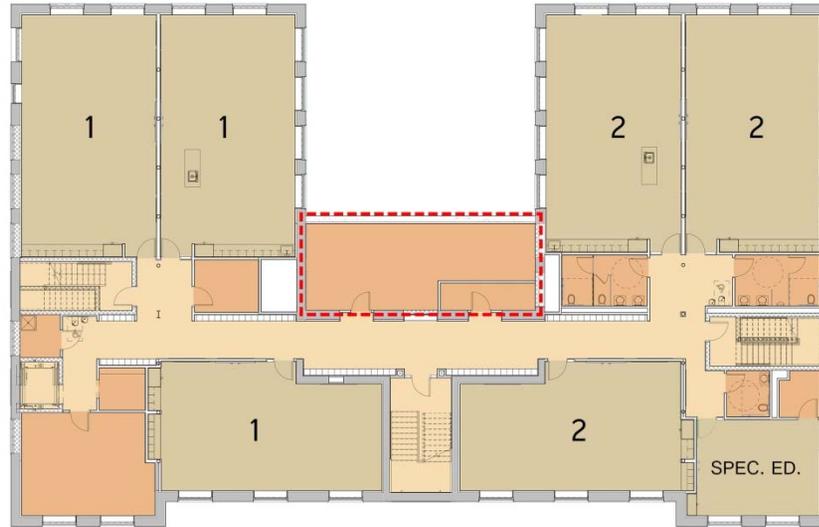
KEY PLAN  
PLAN NORTH



Tai Soo Kim Partners

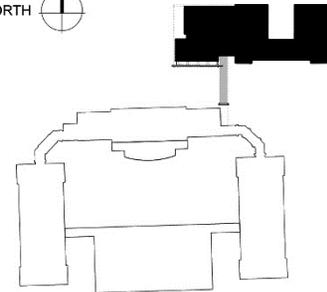


# Cheney - Lower Level



-  Classrooms
-  Administrative
-  Circulation
-  Utility & Service

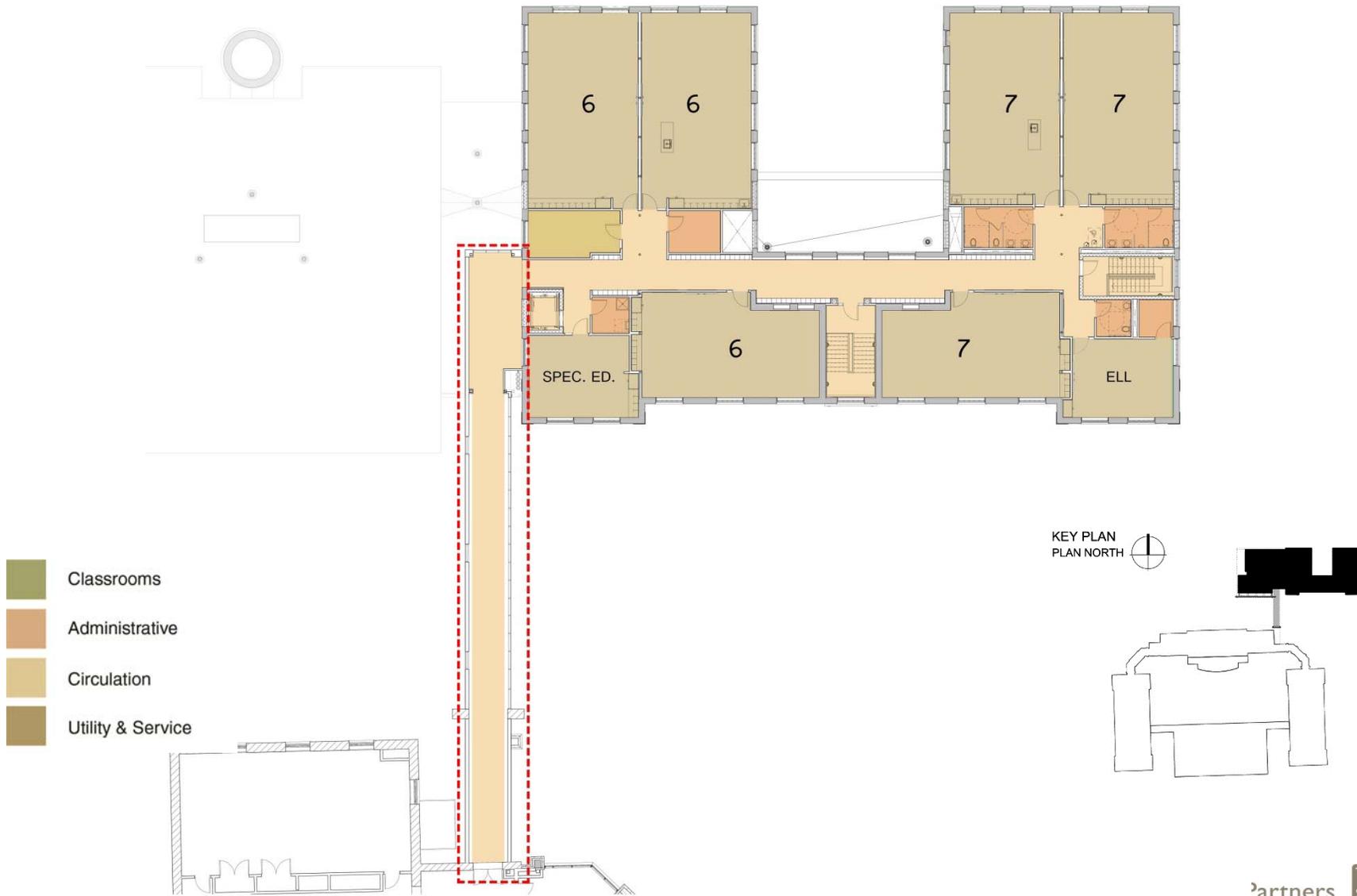
KEY PLAN  
PLAN NORTH



Tai Soo Kim Partners



# Cheney - Upper Level



# Elevation - School Street



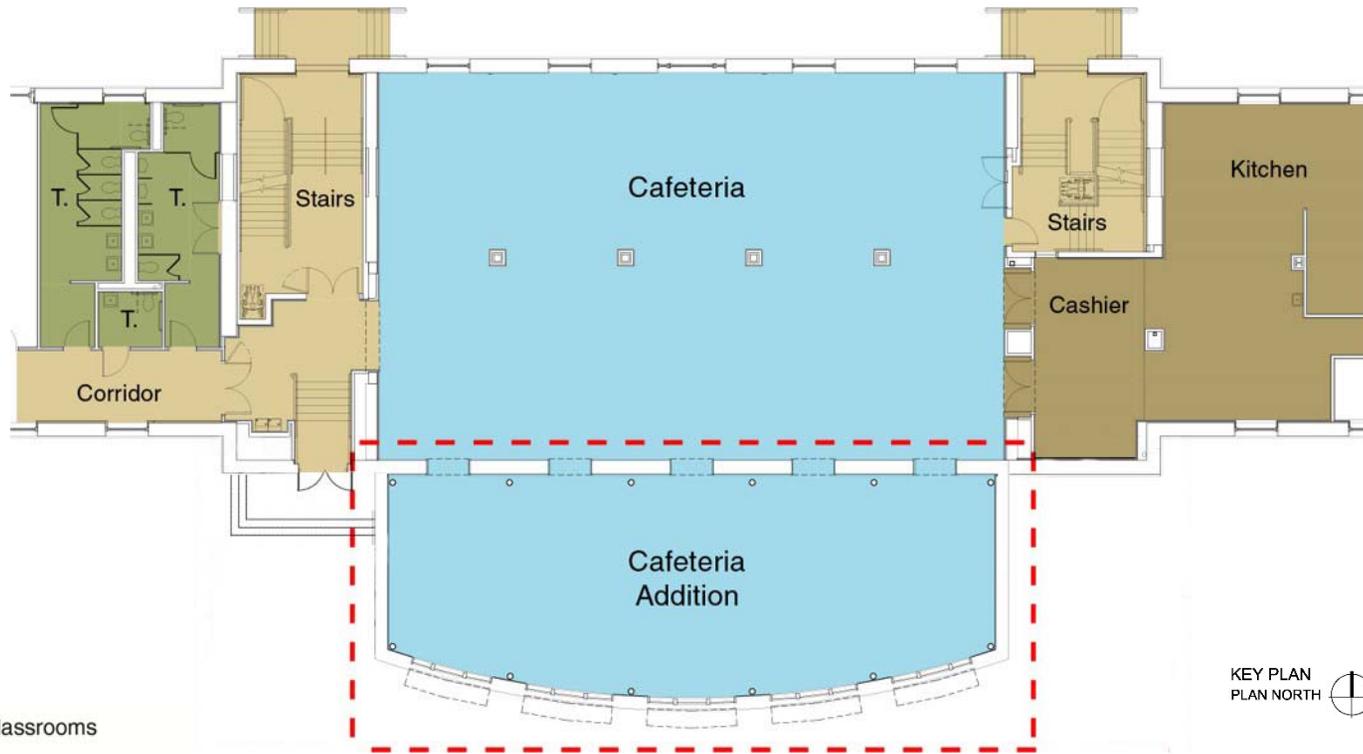
# Elevation – North



# Rendering - School Street

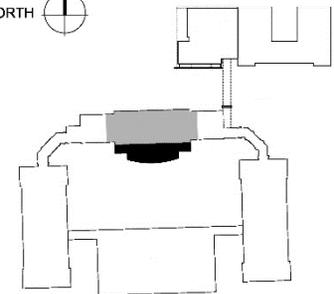


# Bennet - Lower Level (Cafeteria Addition)



- Classrooms
- Administrative
- Circulation
- Utility & Service
- Core / Shared

KEY PLAN  
PLAN NORTH



Tai Soo Kim Partners



# Elevation - Cafeteria





## **Approvals to Date**

- **Manchester Referendum** **November 2014**
- **State Historic Preservation Office** **July 2015**
- **Manchester Zoning Board of Appeals** **July 2015**
- **Cheney Brothers Historic Commission** **August 2015**
- **Manchester Planning and Zoning** **August 2015**



## Schedule

- Complete Construction Documents October 2015
- **BoE Approval** November 2015
- Construction Start Winter 2016
- Occupancy Summer 2017