

**REVISED**  
**SPECIAL MEETING**

**MANCHESTER BOARD OF EDUCATION**  
**REGULAR MEETING**  
**TUESDAY, FEBRUARY 9, 2016**  
**KENNEDY EDUCATION CENTER**

Board Of Education Mtg.

6:00 P.M. – Board Rm. A  
Kennedy Education Ctr.

**A. OPENING**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Approval of Board of Education Minutes – January 25, 2016 A – 3

**B. CONSENT CALENDAR**

- 1) Personal Information B - 1
- 2) Transfer of Funds B - 2
- 3) Establish and appropriation for FY 15/16 in the amount of \$11,397 under the Bilingual Education Grant, to be funded by the Connecticut State Department of Education B - 3

**C. COMMITTEE REPORTS - None**

**D. REPORT FROM STUDENT REPRESENTATIVE - None**

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

**F. SUPERINTENDENT'S REPORT- None**

**G. UNFINISHED BUSINESS**

- 1) Action on Recommended Board of Education 2016-2017 Budget
- 2) Approval of the Board of Education School Calendars 2016-2017 and 2017-2018 G – 2

**H. NEW BUSINESS -**

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

**J. COMMUNICATIONS**

**K. ITEMS FOR FUTURE AGENDAS**

**L. ADJOURNMENT**

**REVISED**  
**SPECIAL MEETING**

*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**

**RESIGNATIONS**

Megan Lacey, Technology Integration Specialist at Manchester High School has submitted a letter of resignation for personal reasons effective the end of business on June 30, 2016. Ms. Lacey has been with Manchester Public Schools since August 30, 2012. It is recommended that her request be approved.

Colleen Deacon, STEM Specialist at Verplanck Elementary School has submitted a letter for resignation for personal reasons effective the end of business on February 29, 2016. Ms. Deacon has been with Manchester Public Schools since August 26, 2013. 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:** January 14, 2016

**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 MHS Guidance Travel/Lodging account to MHS Guidance Computer Supplies and Materials (\$450) and General Supplies and Materials (\$1,050) accounts. A total transfer of \$1,500 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  
February 8, 2016

**RECEIVED**  
JAN 19 2016

*S- 1/20/16*  
*DC*

**Manchester Public Schools  
Manchester, Connecticut**

BY ACCOUNTS PAYABLE  
To: **Accounting Department**

School: Manchester High School

Date: 01/14/2016

Principal's Sign: *JIS*

Date of Approval: 01/14/2016

**JUSTIFICATION (Required Field) : To fund the cost of storage cabinets needed for confidential records.**

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

**DECREASE In whole dollars only:**

\$ 1500      Account # 31061210 5580      Description: Guidance Travel

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

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

**\$1500 TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$450      Account # 31061210 5612      Description: Guidance Computer S/M

\$1050      Account # 31061210 5610      Description: Guidance General S/M

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

**\$1500 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:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** January 21, 2016

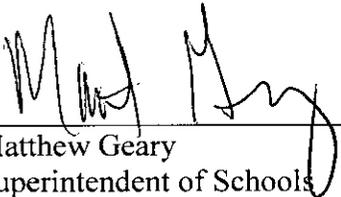
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Illing Admin Computer Supplies and Materials account to Illing Admin Contracted Services account. A total transfer of \$1,000 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  
February 8, 2016



**Town of Manchester  
Board of Education**

**To:** Manchester Board of Education  
**From:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** January 15, 2016

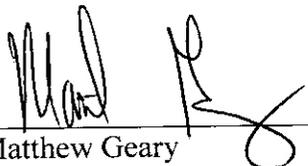
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

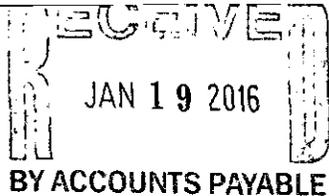
**Discussion/Analysis:** Transfer from MHS Interscholastic Sports Athletic Supplies and Materials account to MHS Interscholastic Sports Athletic Dues and Fees account. A total transfer of \$2,000 is being requested.

**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  
February 8, 2016



3-1/20/16  
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**Manchester Public Schools  
Manchester, Connecticut**

To: **Accounting Department**

School: Manchester High School

Date: 01/15/2016

Principal's Sign: *[Signature]*

Date of Approval: 01/15/2016

**JUSTIFICATION (Required Field) : To fund entry fees for sporting events**

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

**DECREASE In whole dollars only:**

\$ 2000      Account # 31461320 5616      Description: Athletic Supplies

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

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

\$2000 **TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$2000      Account # 31461320 5810      Description: Athletic Dues/Fees

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

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

\$2000 **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:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** January 25, 2016

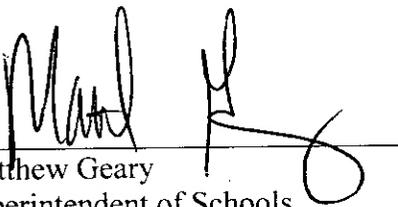
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Systemwide Library/Media Computer Supplies and Materials account to MHS Software License/Fees account. A total transfer of \$515 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  
February 8, 2016

S - 1/25/16  
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**Manchester Public Schools  
Manchester, Connecticut**

JAN 25 2016

To: **Accounting Department**

School: Library/Media/Services PAYABLE

Date: 11/30/2015

Principal's Sign: Karin Kearney

Date of Approval: 1/25/16

**JUSTIFICATION (Required Field) :**

Money needed to purchase online subscription for library district

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

**DECREASE In whole dollars only:**

\$ 515.00	Account # 31899222-5612	Description: Computer Supplies
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$515.00 **TOTAL DECREASE**

**INCREASE In whole dollars only:**

\$515.00	Account # 31861222-5535	Description: Online Databases
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$515.00 **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:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** January 27, 2016

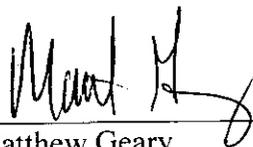
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Illing Language Arts Computer Supplies and Materials account to Illing Admin Contracted Services account. A total transfer of \$3,679 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.



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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 8, 2016

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TRANSFER

JAN 28 2016

Manchester Public Schools  
Manchester, Connecticut

To: Accounting Department

School:

Hilling Middle School

Approval Signature:

Bern Hayes

Date: 1-20-16

Date of Approval:

1/27/16

JUSTIFICATION:

Funds needed for contracted services.

SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE: ELA

\$	_____	Account #:	_____	Description:	_____
\$	<u>3,679</u>	Account #:	<u>128 53 100 5612</u>	Description:	<u>Computer Supplies</u>
	_____	Account #:	_____	Description:	_____

INCREASE: ADMINISTRATION

\$	<u>3,679</u>	Account #:	<u>423 53 100 5430</u>	Description:	<u>Contracted Services</u>
\$	_____	Account #:	_____	Description:	_____
\$	_____	Account #:	_____	Description:	_____

Accounting Department Only

Board Approval Needed:  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:** January 27, 2016

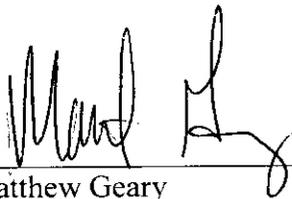
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Martin Admin Dues and Fees account to Martin Admin Professional Development account. A total transfer of \$100 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  
February 8, 2016

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Manchester Public Schools  
Manchester, Connecticut

JAN 29 2016

To: Accounting Department

School: Martin

Date: 1/28/16

Principal's Sign: A. Quinn

Date of Approval: 1/28/16

JUSTIFICATION (Required Field):

Funds needed for employee prof. dev.

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

DECREASE In whole dollars only:

\$ <u>100.<sup>00</sup></u>	Account # <u>423162405810</u>	Description: <u>Admin. Dues &amp; Fees</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$ 100.<sup>00</sup> TOTAL DECREASE

INCREASE In whole dollars only:

\$ <u>100.<sup>00</sup></u>	Account # <u>423162215320</u>	Description: <u>Admin. P.D.</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$ 100.<sup>00</sup> 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:** Mr. Matthew Geary, Superintendent of Schools  
**Subject:** Transfer of Funds  
**Date:** January 27, 2016

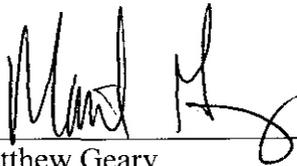
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Bowers Admin Contracted Services account to Bowers Admin General Supplies and Materials account. A total transfer of \$1,625 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  
February 8, 2016

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Manchester Public Schools  
Manchester, Connecticut

JAN 29 2016

LIABILITIES PAYABLE

To: Accounting Department

School: Bowers

Date: January 27, 2016

Principal's Sign: *Mehky*

Date of Approval: 1/28/16

**JUSTIFICATION (Required Field) :**

Funds are needed in the general supply account. Contracted services, originally budgeted, are no longer needed due to the fact that a second author visit will be free of charge from CT Humanities.

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

**DECREASE In whole dollars only:**

\$ <u>1625.00</u>	Account # <u>423011005430</u>	Description: <u>administration contracted services</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____
<b>\$<u>1625.00</u> TOTAL DECREASE</b>		

**INCREASE In whole dollars only:**

\$ <u>1625.00</u>	Account # <u>423012405610</u>	Description: <u>administration general supplies</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____
<b>\$<u>1625.00</u> 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:** January 27, 2016

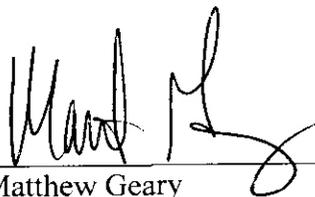
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Systemwide Math Professional Development account to Systemwide Curriculum and Instruction Contract Services account. A total transfer of \$6,000 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.

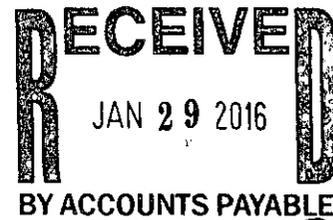


Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 8, 2016

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**TRANSFER**

Manchester Public Schools  
Manchester, Connecticut



To: Accounting Department

School:

Central Office

Approval Signature:

Date: 1-29-2016

Date of Approval:

1.29.16

JUSTIFICATION:  
To fund additional contracted services

SUBJECT: TRANSFER BUDGET MONIES FROM ONE LINE ACCOUNT TO ANOTHER

DECREASE: Professional Development

\$ 6,000 Account #: 130 99221 5320 Description: Math PD

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

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

INCREASE: Contracted Services

\$ 6,000 Account #: 402 99210 5430 Description: Contr. Services

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

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

Accounting Department Only

Board Approval Needed:  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:** January 27, 2016

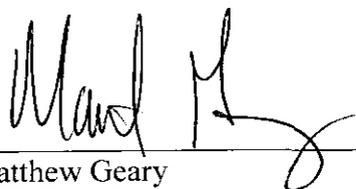
**Background:** In accordance with Board of Education Policy 3160, Transfer of Funds between Categories, I am requesting the Board approve the following transfers in the FY 2015-2016 Budget.

**Discussion/Analysis:** Transfer from Systemwide Special Education Other Purchased Services account to Systemwide Special Education Consultants (\$20,000) and Other Professional Services (\$11,000) accounts. A total transfer of \$31,000 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.

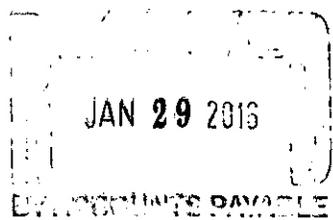


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Matthew Geary  
Superintendent of Schools  
Manchester, Connecticut  
February 8, 2016

8 - 1/29/16  
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Manchester Public Schools  
Manchester, Connecticut



To: Accounting Department

School: Central Office - Special Education

Date: 1/28/2016

Principal's Sign: Sherry Martens

Date of Approval: 1/29/16

**JUSTIFICATION (Required Field) :**

To replenish our Consultants & Other Professional Services accounts

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

**DECREASE In whole dollars only:**

\$ <u>31,000</u>	Account # <u>20899120 5590</u>	Description: <u>Other Purchased Services</u>
\$ _____	Account # _____	Description: _____
\$ _____	Account # _____	Description: _____

\$31,000 TOTAL DECREASE

**INCREASE In whole dollars only:**

\$ <u>20,000</u>	Account # <u>20899120 5330</u>	Description: <u>Consultants</u>
\$ <u>11,000</u>	Account # <u>20899120 5340</u>	Description: <u>Other Professional Services</u>
\$ _____	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:** Item for Appropriation, Bilingual Grant 2015-2016 FY  
**Date:** February 2, 2016

**Background:**

The Connecticut State Department of Education has awarded funding under the Bilingual Education Grant FY 2015-2016. This grant will be used to support children identified as English Language Learners (ELL) in our schools.

**Discussion/Analysis:**

The FY 2015-2016 Bilingual Education Grant will be used to purchase materials to support the language and transition needs of Bilingual students at each school and support parental activities for ELL students and families.

**Financial Impact:**

The District has been granted \$11,397 for the 2015-2016 FY.

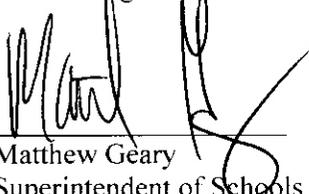
**Other Board/Commission Action:**

**Recommendations:**

The Superintendent recommends that the Board of Education request the Board of Directors establish an appropriation for \$11,397 under the FY 2015-2016 Bilingual Education grant, to be funded by the Connecticut State Department of Education.

**Attachments:**

CT State Department of Education Notification of Grant Award of the Bilingual Education grant for the 2015-2016 FY.



Matthew Geary  
Superintendent of Schools

February 8, 2016



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



GRANT AWARD NOTIFICATION

1 Grant Recipient

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

4 Award Information

Grant Type: STATE  
Statute: C.G.S.10-17a-h  
CFDA #: None  
SDE Project Code: SDE000000000002

Grant Number: 077-000 11000-17042-2016-82079-170002

2 Grant Title

BILINGUAL EDUCATION

5 Award Period

7/1/2015 - 6/30/2016

3 Education Staff

Program Manager:

Megan Alubicki (860) 713-6786

6 Authorized Funding

Grant Amount: \$11,397

Payment & Expenditure Inquiries:

Karen Calabrese 860-713-6472

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.

2/1/2016

MaryAnne Butler

# BUDGET FORM

Created On: 2/1/2016

## ED 114

Fiscal Year: 2016  
Grantee Name: MANCHESTER  
Grant Title: BILINGUAL EDUCATION  
Project Title:  
Fund: 11000 SPID: 17042 Year: 2016  
Grant Period: 7/1/2015 - 6/30/2016  
Project Code: SDE000000000002

Funding Status: Final  
Vendor ID: 00077

Grantee: 077-000

CF1: 170002 CF2:  
Authorized Amount: \$11,397

### AUTHORIZED AMOUNT BY SOURCE:

LOCAL BALANCE:

CARRYOVER DUE:

CURRENT DUE: \$11,397

CODES	DESCRIPTIONS	BUDGET
111A	NON-INSTRUCTIONAL	
111B	INSTRUCTIONAL	
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	
321	TUTORS	
322	IN SERVICE	
323	PUPIL SERVICES	
324	FIELD TRIPS	1,500
325	PARENT ACTIVITIES	4,397
330	EMPLOYEE TRAINING AND DEVELOPMENT SERVICES	
500	OTHER PURCHASED SERVICES	
600	SUPPLIES	
700	PROPERTY	5,500
917	INDIRECT COST	
	<b>TOTAL</b>	<b>\$11,397</b>

Original Request Date: 7/23/2015

This budget was approved by Megan Alubicki on 1/20/2016.

**MANCHESTER PUBLIC SCHOOLS**

**School Begins: September 1, 2016**

**School Ends: June 13, 2017**

2016	M	T	W	T	F
<b>August</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		
<b>September</b>	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
					21
<b>October</b>	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				
					20
<b>November</b>	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		
					18
<b>December</b>	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
					17

When it becomes necessary to close schools due to weather conditions or other unusual circumstances such as power failure, announcements will be made on the following TV/radio stations:  
**WVIT Channel 30, WFSB Channel 3, WTNH Channel 8, WDRC 1360 AM & 102.9 FM, WWYZ 92.5 FM, WTIC 1080 AM & 96.5 FM, WKSS 95.7 FM, WHCN 106 FM**

In addition, automated notification of school closings are sent via School Messenger.

**2016 - 2017 School Year**

**First day of school:**  
**Grades K – 7 and Grade 9: September 1**  
**Grade 8 and Grades 10 - 12: September 2**  
**Head Start: (Early Release) September 12, and 13; (Full Day) September 14**

**New Teacher Orientation: August 24 & 25**

**District Professional Development Days:**  
 (school not in session) **August 29-31, November 8, 2016, and January 17, 2017**  
 (half day) **September 21, October 19, December 7, February 8, March 22, May 17**

**School Conferences/Early Release**  
 **Grades Pre K-6 ONLY**  
 November 15  
 March 7

**Grades Pre K – 12**  
 November 16 & 17  
 March 8 & 9

**Abbreviated Day for Students on November 23 and June 13, or last day of school**

/  **Holiday / Vacation Period**  
**September 5 -Labor Day**  
**October 10 -Columbus Day**  
**November 11 -Veterans Day**  
**November 24-25 -Thanksgiving Recess**  
**Dec 26 – Jan 2 -Vacation Period**  
**January 16 -Martin Luther King Jr.**  
**February 20-21 -Vacation Period**  
**April 10 - 13 -Vacation Period**  
**April 14 -Good Friday**  
**May 29 -Memorial Day**

**Please see reverse for additional information.**

2017	M	T	W	T	F
<b>January</b>	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			
					19
<b>February</b>	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28			
					18
<b>March</b>	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31
					23
<b>April</b>	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
					15
<b>May</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		
					22
<b>June</b>	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
					9

Total days = 182

Adopted:  
Revised:

**Tentative High School Graduation Date: TBD**

**2016-2017 SCHOOL YEAR**

	Regular Day Systemwide Schedule		Abbreviated Day Systemwide Schedule		Conference Day Systemwide Schedule		Delayed Opening Systemwide Schedule	
	Start	End	Start	End	Start	End	Start	End
<b>MHS Grades 9 – 12</b>	7:30 a.m.	2:05 p.m.	7:30 a.m.	12:05 p.m.	7:30 a.m.	12:05 p.m.	9:00 a.m.	2:05 p.m.
<b>Illing Middle School Grades 7 – 8</b>	8:15 a.m.	2:45 p.m.	8:15 a.m.	12:45 p.m.	8:15 a.m.	12:45 p.m.	9:45 a.m.	2:45 p.m.
<b>Bennet Academy Grade 6</b>	8:20 a.m.	2:45 p.m.	8:20 a.m.	12:45 p.m.	8:20 a.m.	12:45 p.m.	9:50 a.m.	2:45 p.m.
<b>All Elementary Schools Grades Pre K – 5</b>	9:05 a.m.	3:25 p.m.	9:05 a.m.	1:17 p.m.	9:05 a.m.	1:17 p.m.	10:35 a.m.	3:25 p.m.
<b>Headstart</b>	8:30 a.m.	2:30 p.m.	8:30 a.m.	11:00 a.m.	8:30 a.m.	11:00 a.m.	10:00 a.m.	2:30 p.m.
<b>Bentley Alt. Ed.</b>	8:10 a.m.	2:05 p.m.	8:10 a.m.	12:05 p.m.	8:10 a.m.	12:05 p.m.	9:40 a.m.	2:05 p.m.
<b>M.R.A.</b>	8:00 a.m.	2:20 p.m.	8:00 a.m.	12:20 p.m.	8:00 a.m.	2:20 p.m.	9:30 a.m.	2:20 p.m.

	Mid-term Progress Reports	End of Marking Periods
<b>Manchester High School Grades 9 - 12</b>	September 30, 2016; December 8, 2016; February 27, 2017; May 3, 2017	November 3, 2016; January 18, 2017 (exams January 19-24); March 28; June 6, 2017 (exams June 8-13)
<b>Illing Middle School Grades 7 - 8</b>	September 30, 2016; December 8, 2016; February 27, 2017; May 3, 2017	November 3, 2016; January 18, 2017; March 28; June 6, 2017
<b>Bennet Academy Grade 6</b>	September 30, 2016; December 8, 2016; February 27, 2017; May 3, 2017	November 3, 2016; January 18, 2017; March 28; June 6, 2017
<b>Elementary Schools Grades K - 5</b>	October 7, 2016; January 13, 2017; April 21, 2017	November 3, 2016; February 24, 2017 June 6, 2017

In compliance with Board of Education policy 6111, in the event of school closings due to bad weather, make-up days will begin June 14 through June 23, 2017. If more than 8 (eight) days are needed, days will be taken from April vacation.

**MANCHESTER PUBLIC SCHOOLS**

**School Begins: September 5, 2017**

**School Ends: June 14, 2018**

2017	M	T	W	T	F
<b>August</b>		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	
<b>September</b>	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
					19
<b>October</b>	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			
					21
<b>November</b>	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	
					18
<b>December</b>	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
					16

When it becomes necessary to close schools due to snow conditions or other unusual circumstances such as power failure, announcements will be made on the following TV/radio stations:  
**WVIT Channel 30, WFSB Channel 3, WTNH Channel 8, WDRC 1360 AM & 102.9 FM, WWYZ 92.5 FM, WTIC 1080 AM & 96.5 FM, WKSS 95.7 FM, WHCN 106 FM**

In addition, automated notification of school closings are sent via School Messenger.

**2017 - 2018 School Year**

**First day of school:**  
**Grades K - 7 and Grade 9: September 5**  
**Grade 8 and Grades 10 - 12: September 6**  
**Head Start: (Early Release) September 13, 14, and 15; (Full Day) September 18**

**New Teacher Orientation: August 28 & 29**

**District Professional Development Days:**  
     (school not in session) **August 30 & 31, September 1, November 7, 2017 and January 16, 2018**  
     (half day) **October 4, December 6, 2017 February 7, March 21, and May 9, 2018**

**School Conferences/Early Release**  
     **Grades Pre K-6 ONLY**  
 November 14  
 March 6  
     **Grades Pre K - 12**  
 November 15 & 16  
 March 7 & 8  
     **Abbreviated Day for Students on November 22 and June 14, or last day of school**

     /      **Holiday / Vacation Period**  
**September 4 -Labor Day**  
**October 9 -Columbus Day**  
**November 10 -Veterans Day**  
**November 23 - 24 -Thanksgiving Recess**  
**Dec 25 - Jan 1 -Vacation Period**  
**January 15 -Martin Luther King Jr.**  
**February 19 - 20 -Vacation Period**  
**March 30 -Good Friday**  
**April 9 - 13 -Vacation Period**  
**May 28 -Memorial Day**

**Please see reverse for additional information.**

2018	M	T	W	T	F
<b>January</b>	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		
					20
<b>February</b>	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28		
					18
<b>March</b>	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
					21
<b>April</b>	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30				
					16
<b>May</b>	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	
					22
<b>June</b>	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
					10

Total days = 182

Adopted:  
 Revised:  
 Tentative High School Graduation Date: TBD

**2017-2018 SCHOOL YEAR**

	Regular Day Systemwide Schedule		Abbreviated Day Systemwide Schedule		Conference Day Systemwide Schedule		Delayed Opening Systemwide Schedule	
	Start	End	Start	End	Start	End	Start	End
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<b>Illing Middle School Grades 7 – 8</b>	8:15 a.m.	2:45 p.m.	8:15 a.m.	12:45 p.m.	8:15 a.m.	12:45 p.m.	9:45 a.m.	2:45 p.m.
<b>Bennet Academy Grade 6</b>	8:20 a.m.	2:45 p.m.	8:20 a.m.	12:45 p.m.	8:20 a.m.	12:45 p.m.	9:50 a.m.	2:45 p.m.
<b>All Elementary Schools Grades Pre K – 5</b>	9:05 a.m.	3:25 p.m.	9:05 a.m.	1:17 p.m.	9:05 a.m.	1:17 p.m.	10:35 a.m.	3:25 p.m.
<b>Headstart</b>	8:30 a.m.	2:30 p.m.	8:30 a.m.	11:00 a.m.	8:30 a.m.	11:00 a.m.	10:00 a.m.	2:30 p.m.
<b>Bentley Alt. Ed.</b>	8:10 a.m.	2:05 p.m.	8:10 a.m.	12:05 p.m.	8:10 a.m.	12:05 p.m.	9:40 a.m.	2:05 p.m.
<b>M.R.A.</b>	8:00 a.m.	2:20 p.m.	8:00 a.m.	12:20 p.m.	8:00 a.m.	2:20 p.m.	9:30 a.m.	2:20 p.m.

	Mid-term Progress Reports	End of Marking Periods
<b>Manchester High School Grades 9 - 12</b>	October 3; December 8, 2017; February 27; May 7, 2018	November 3, 2017; January 19, 2018 (exams January 22 – 25); March 29; June 7, 2018 (exams June 8-13)
<b>Illing Middle School Grades 7 - 8</b>	October 3; December 8, 2017; February 27; May 7, 2018	November 3, 2017; January 19, 2018; March 29; June 7, 2018
<b>Bennet Academy Grade 6</b>	October 3; December 8, 2017; February 27; May 7, 2018	November 3, 2017; January 19, 2018; March 29; June 7, 2018
<b>Elementary Schools Grades K - 5</b>	October 6, 2017; January 12, 2018; April 20, 2018	November 3, 2017; February 23, 2018; June 7, 2018

In compliance with Board of Education policy 6111, in the event of school closings due to bad weather, make-up days will begin June 15 through June 25, 2018. If more than 11 (eleven) days are needed, days will be taken from April vacation starting with Friday, April 13, 2018.