

### Juvenile Justice Advisory Committee School/Police Program

## Memorandum of Agreement

By and Between

Waterbury Public Schools and

Waterbury Police Department

#### I. Introduction

Schools and law enforcement share responsibility for school safety and must work together with complimentary policies and procedures to ensure a safe learning environment for students. This document expresses the agreement of the parties for responding to non-emergency school disruptions. It strives to ensure a consistent response to incidents of student misbehavior, clarify the role of law enforcement in school disciplinary matters, and reduce involvement of police and court agencies for misconduct at school and school-related events.

The parties agree to the following principles upon which this agreement is founded.

- A. The vast majority of student misconduct can be best addressed through classroom and inschool strategies and maintaining a positive climate within schools rather than by involvement of the justice community.
- B. The response to school disruptions should be reasonable, consistent and fair with appropriate consideration of relevant factors such as the age of the student and the nature and severity of the incident.
- C. Students should be held accountable for their actions through a graduated response to misconduct that provides a continuum of services and increasingly more severe sanctions for continued misbehavior.
- D. Disruptive students should receive appropriate redirection and support from in-school and community resources prior to the consideration of suspension, expulsion, involvement of the police, or referral to court.
- E. Clarifying the responsibilities of school and police personnel with regard to nonemergency disruptive behavior at school and school-related events promotes the best interests of the student, the school system, law enforcement and the community at large.

#### II. Purpose of Agreement

The purpose of this agreement is to encourage a more consistent response to school incidents and to reduce the number of referrals of students to court by establishing guidelines for the handling of non-emergency disruptive behavior at school and school-related events by school and police personnel.

#### III. Terms of the Agreement

#### A. Summary of Key Points

The parties agree to:

- 1. Convene a School/Police Collaboration Team:
- 2. Share this agreement with a copy to all school and police personnel;
- 3. Provide necessary and regular staff training on implementation of the agreement;
- 4. Put into practice a graduated response to student misbehavior;
- 5. Monitor implementation of the agreement;
- 6. Collect data and assess the effectiveness of the agreement; and
- 7. Modify the agreement as appropriate.

#### B. Key Factors in Making Disciplinary Decisions

The parties agree that when determining consequences for students' disruptive behavior the following factors shall be considered, if information on the factors is available.

- 1. Age, health, and disability or special education status of the student.
- 2. Prior conduct and record of behavior of the student.
- 3. Previous interventions with the student.
- 4. Student's willingness to repair the harm.
- 5. Parents' willingness to address any identified issues.
- 6. Seriousness of the incident and degree of harm caused.

The parties agree that when determining consequences for student's disruptive behavior the following factors shall <u>not</u> be considered:

- 1. Race/ethnicity, gender, gender identity, sexual orientation, religion and national origin of the student and family.
- 2. Economic status of the student and family.

#### C. Graduated Response Model

<u>Classroom Intervention</u> - The classroom teacher plays a prominent role in guiding, developing and reinforcing appropriate student conduct and is acknowledged as the first line in implementing the school discipline code. As such, this model begins with a range of classroom management techniques that must be implemented prior to any other sanctions or interventions. Classroom intervention is managed by the teacher for behaviors that are passive and non-threatening such as dress code violations, and

violations of classroom rules. School Resource Officers (SROs) should not be involved at this level. More than three incidents of the same behavior, if not in the same day, could lead to School Administrator Intervention. Classroom intervention options might include redirection, reteaching, school climate initiatives, moving seats; and the teacher should initiate parental contact.

<u>School Administration Intervention</u> - Classroom interventions must be supported by school administrators who address more serious or repetitive behaviors and behaviors in school but outside of the classroom. Examples of behaviors at this level include repetitive patterns, defacing school property, truancy, threatening and behaviors in hallways, bathrooms, courtyards and school buses. Administration intervention options might include time in the office, after school detention, loss of privilege, reparation, restorative justice and/or parent conference.

Assessment and Service Provision - When the behavior and needs of the student warrant, an assessment process and intervention with the use of school and community services is appropriate. This intervention is managed by the school administrator or member (s) Student Support Team. Repetitive truancy or defiance of school rules, and behaviors that interfere with others such as vandalism or harassment belong at this level as well as misbehaving students who would benefit from service provision. Assessment and service intervention options should include any Classroom or School Administration interventions and might include referral to a juvenile review board (JRB) or community service or program, suspension, expulsion or referral to court. Truant behavior should not lead to an out-of-school option. Police can be involved in their role on the Student Support Team and JRBs.

Law Enforcement Intervention - Only when classroom, school and community options have been found ineffective (or in an emergency) should the school involve the police, including the SRO. Involvement of the police does not necessarily mean arrest and referral to court. This intervention is managed by the police. Behaviors at this level must be violations of criminal law, but only after Classroom, School Administration and Assessment and Service interventions have been tried. Law enforcement options may include verbal warning; conference with the student, parents, teachers and/or others; referral to a JRB and/or community agencies; and referral to court.

#### D. Police Activity at Schools

The parties agree that police need to follow certain protocols when on school grounds in non-emergency circumstances as follows.

- 1. Police will act through school administrators whenever they plan any activity on school grounds.
- 2. Officers entering school grounds will be aware of the potential disruption of the educational process that police presence may cause.
- 3. Prior to entering a school to conduct an investigation, arrest or search, officers will consider the necessity of such action based on:
  - a. The potential danger to persons;
  - b. The likelihood of destruction of evidence or other property;
  - c. The ability to conduct the investigation, arrest or search elsewhere.
- 4. When taking a student into custody:
  - a. Officers should make reasonable efforts to avoid making arrests or taking students into custody on the school premises with the exception of School Resource Officers.
  - b. Whenever possible, students should be taken into custody out of sight and sound of other students
  - c. Officers should make reasonable efforts to avoid serving warrants during school hours for non-violent or community offenses
- 5. For communities with School Resource Officers, the SRO will not be responsible for student discipline or enforcement of school rules, although the SRO may provide assistance to school personnel. The SRO will work collaboratively with the school administrator to determine the goals and priorities for the SRO program and the parameters for SRO involvement in school disciplinary matters.

#### IV. Data Collection and Monitoring

The parties agree that they will provide baseline data for comparison purposes and regularly collect, share, monitor and report data resulting from the implementation of this agreement.

Data Collection – on a quarterly basis, the following information will be collected.

School—number and types of disciplinary actions, numbers and demographics of students involved, referrals to police.

Police—number and types of school incidents for which police incident reports are written, police actions on incidents.

Collaborative Agencies – Follow-up information on student completion and/or participation in programs.

For comparison purposes, the parties agree to retrieve the above data for a year prior to the signing of the agreement and quarterly after the signing of the agreement.

Monitoring and Oversight — on a regular basis and at least quarterly, parties acknowledge and agree that the School/Police Collaboration Team composed of at least two members from each party will meet to provide oversight of the agreement and review relevant data and analysis. At least annually, the Team will prepare a report of activities and make recommendations for improvements to the agreement and/or its implementation.

#### V. Duration and Modification of Agreement

Commissioner of the Superior Court/

Notary Public

This agreement shall become effective Month, Day, Year and shall remain in full force and effect until such time as the agreement is modified by the consent of the parties. The agreement may be modified at any time by amendment to the agreement.

In witness whereof, the parties hereto, intending to cooperate with one another, have set their signatures to this document on this day.

Superintendent of Schools

Dr. Kathleen M. Ouellette
Printed Name

Sworn and subscribed before me on this 30 day of Neumber, 20/3.

Superintendent of Schools

Date

Dr. Kathleen M. Ouellette
Printed Name

Sworn and subscribed before me on this 30 day of Neumber, 20/3.

Superintendent of Schools

Date

Date

Date

Date

Sworn and subscribed before me on this 30 day of Neumber, 20/3.

Chief of Police/Resident State Trooper

Vernon Riddick
Printed Name

Sworn and subscribed before me on this 33 day of Neumber, 20/3.

### **RIGHT RESPONSE CHART**

## Waterbury Public Schools

	Level 1	1 1 1 3	1	
	Classroom	Level 2 School Administration	Level 3 Student Support Team	Level 4
	1,033,00111		Student Support Team	Law Enforcement
Lead Responsibility	Classroom Teacher Parent (s)/Guardian (s) Pupil Support Personnel	Principal or Administrator All Previous Persons Involved plus: Guidance Counselor School Social Worker Administrator Community Agencies	All previous persons Involved: School Resource Officer Student Support Team	All: Police
Overview of Misbehaviors	Classroom rules violations as determined by the classroom teacher in addition to selected school policies	Misbehavior outside the classroom Serious misbehavior Repetitive misbehavior	Misbehavior that raises concerns that student requires intervention services	Misbehavior is a crime <u>and</u> Level 3 options have been found ineffective Serious criminal act Emergency
Types of Misbehaviors	Selected school policy violations (detailed and specific for your district)  Dress code violation Tardiness Class absence Pass violation Horseplay Inappropriate language Disrespect Cheating Plagiarism/Forgery Internet misuse Call phone misuse Candy/Food/Bevera ge Disruption Excessive Talking Failure to attend teacher detention Failure to complete work Insubordinate- minor Leaving class w/out permission Refusal to identify Throwing objects (no harm intended) Teasing	School policy violations outside the classroom  Selected school policy violations (detailed and specific for your district)  Skipping/Cutting class Leaving school grounds School absence/truancy Tobacco possession/smoking Vandalism Theft Threatening/bullying Fighting/physical intimidation Missing detention  Repetitive misbehavior means 3 or more incidents of the same misbehavior in the same marking period, but not in the same day Unauthorized area Obscene behavior Obscene language Insubordination-major Disorderly Conduct Destruction of personal property Verbal altercation Gambling	Misbehavior leads school administration to seek team input  Vandalism Serious Disorderly Conduct Failure to attend ISS Pornography Accessory to fight Inciting a fight/riot Physical aggression/altercation Bullying-Cyber bullying Harassment Physical Intimidation Threats of bodily harm Threat/Intimidation Verbal Harassment  Students that are exhibiting Level 3 behaviors or demonstrating a pattern of disruptive behaviors or consistently violating Level 1 and Level 2 behaviors.	Criminal acts where the student has already been at Level 3 for other misbehavior  Serious criminal acts  Alcohol/drug possession  Gang Related activity  Stabbing  Breach of Peace  Bomb threat  Trespassing  Foreign substance (etc)  Blackmail  Stealing (i.e. BOE policy)  Weapons possession  Robbery  Assault/battery  Sexual Assault  Arson

		<del></del>			
	Progressive interventions and options and discipline actions:	Redirection Moving seats Verbal warning Student/teacher conference Parent contact Detention Behavior contract Parent/teacher conference Referral to school	Level 1 interventions Office detention Loss of school privileges Formal written warning Principal/student conference Student/parent/principal conference Restitution Referral to Level 3 Referral to Level 4	Assessments Community service/restitution Referral to community programs Referral to emergency mobile psychiatric services (EMPS) Case management programs Referral for Families With	Conference with appropriate people Referral to emergency mobile psychiatric services (EMPS)
	Classroom interventions;	resources Loss of classroom privileges  Consult team and/or support staff PBIS intervention log Teacher detention Proximity Control Verbal warning	Contact parent After school detention Behavioral Plan Behavioral Contract Referral to Student Support Team Redirect student	Referral to Student Support Team	
	School Administration interventions; Possible Law	Referral to Behavioral Intervention Technician (middle and high school) After-school detention program Community Service at after school or Saturdays	Mentoring program Restorative Justice Intervention In-School Suspension Out of School Suspension Possible Referral for expulsion	Referral to diversion program Out of School Suspension Possible Expulsion Referral to Juvenile Review Board Restorative Justice Law Enforcement referral ticket/fine	Referral to Juvenile Review Board (JRB) Referral to court  Referral to substance intervention program  SRO/ Possible Arrest
	enforcement interventions;  Assessment and service provisions;		School & Community Service	Referral to community based agencies for mental health or home based family counseling services in collaboration with pupil personnel at school. (i.e. Wellmore, Family and Childs Aide, Catholic Charities, WYS, etc)	Referral for possible expulsion  Referral to safe neighborhood and diversion programs
L					

# Waterbury's Right Response Budget Prepared by: Maria Burns Nieka Thompson December 13, 2013

#### Waterbury Public Schools

Effective In-School Suspension Training

Details	Expenses
One-day training for all three middle schools and alternative program staff on an effective in-school suspension model	\$2,000.00
Manuals, CD's, etc.	\$800.00
Food for training	\$200.00
	\$3,000.00
	One-day training for all three middle schools and alternative program staff on an effective in-school suspension model Manuals, CD's, etc.

#### Waterbury Public Schools

Retorative Justice Program for all three middle schools and the alternative program

Line Item	Details	Expenses
Personnel	4 School personnel-@ \$32/hr x 2 hrs a day x 2 days a week x 15 weeks (Feb 3, 2014 - May 30, 2014)	\$7,680.00
Transportation	Waterbury School Bus	\$3,000.00
Supplies	Cleaning supplies, pens, pencils, journals, etc. for all three schools and the alternative program	\$1,500.00
Training	RJ training for administrators and training to be a trainer for behavior technicians	\$2,820.00
		\$15,000.00

#### Waterbury Police Department

Positive School Climate-Chices and Consequences Presentation

Line Item	Details	Expenses
Personnel	4 School Resource Officers, multiple day training at all three middle schools and the alternative program	\$1,000.00
Other	Presenters	\$1,000.00
W		\$2,000.00

#### Waterbury Youth Service System, Inc.

Out - of - School Suspension Program

Line Item	Details	Expenses
	Facilitator-6th grade suspension program - @ \$13/hr x6hrs per day	
Personnel	x 65 days (School days Feb 3, 2014 - May 30, 2014)	\$5,070.00
110000000000000000000000000000000000000	Taxes and fringe @ 17%	\$861.90
Transportation	WYSS van, driver, gas	\$2,268.10
Other Program Expenses	Lunch/Snacks @ estimated 65 youth x \$5	\$325.00
	Program supplies - journals, pens, etc. @ \$15 per day	\$975.00
	Meeting Space - In Kind WYSS	\$ -
Overhead	WYSS Administrative Expenses	\$500.00
		\$10,000.00

Students will attend WYSS program from 9-2 on school days.

Maximum number - 8 students per day

Teachers will need to send student work with students.

#### Waterbury Public Schools 2014 ~ 2015 School Year Calendar



			July			
	Mon	Tue	Wed	Thu	Fri	
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	31		

			Augus	t		
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24	25	26	27	28	29	30
31						

18th - New Teacher Orientation - 7hr.

19th- New Teacher Orientation - 7hr.

20th - New Teacher Orientation - 7hr.

21st - Professional Development Day - 7hr.

22nd - Professional Development Day - 7hr.

25th - First Day of School

	Mon	Tue	Wed	Thu	Fri	
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1st - Labor Day - No School

17th - Open House Elem. 5-7pm - Early Dismissal

17th - Open House H.S. 7-9pm - Early Dismissal

17th - Open House WAMS 6-8pm - Early Dismissal

17th - Early Dismissal - M.S. - Teacher Collab./PD

24th - Open House M.S. 5-7pm - Early Dismissal

24th - Early Dism. - H.S. & Elem - Teacher Collab/PD

24th - Early Dism. - WAMS - Teacher Collab/PD

		(	Octobe	er		
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13th - Columbus Day - No School

5th - Early Dismissal - Teacher Collaboration/PD

28th - End of 1st MP: HS/MS/Elem

		N	ovemb	er		
	Mon	Tue	Wed	Thu	Fri	
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23	24	25	26	27	28	29
30						

4th - Election Day - No School - Prof. Develop. Day - 7hr.

6th - Grade Submission Ends-9AM

11th - Veteran's Day - No School

17th - Distribute 1st MP Report Cards

20th - Pre-K & Kindergarten - End of 1st MP

26th - Early Dismissal - Thanksgiving Recess

27th & 28th - Thanksgiving Recess - No School

16 Day	o

18 Days

20 Days

5 Days

December								
	Mon	Tue	Wed	Thu	Fri			
	1	2	3	4	5	6		
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2nd - Pre-K & Kindergarten - Grade Submission Ends - 9AM 3rd - Parent Conference Elem, 5-7pm - Early Dismissal 3rd - Parent Conference H.S. 7-9pm - Early Dismissal 3rd - Parent Conference WAMS (Gr. 6-12)6-8pm - Early Dismissal 3rd - Early Dismissal - M.S. - Teacher Collab. /PD 10th - Parent Conference M.S. 5-7pm - Early Dismissal 10th - Early Dism. - H.S. & Elem - Teacher Collab/PD 10th - Early Dism. - WAMS - Teacher Collab/PD 10th - Pre-K & Kindergarten-Distribute 1st MP Report Cards 24th-31st - Winter Recess - No School

17 Days

	January									
	Mon	Tue	Wed	Thu	Fri					
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11	12	13	14	15	16	17				
18	19	20	21	22	23	24				
25	26	27	28	29	30	31				

22 Days

17 Days

1st - New Year's Day - No School

2nd - Winter Recess - No School

5th - No School - Prof. Development Day - 7hr.

6th - Three Kings Day - No School

19th - Martin Luther King Jr.'s Day - No School

20th - End of 2nd MP; HS/MS/Elem

28th - Grade Submission Ends-9AM

February								
	Mon	Tue	Wed	Thu	Fri			
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15	16	17	18	19	20	21		
22	23	24	25	26	27	28		

5th - Distribute 2nd MP Report Cards

13th - Winter Break - No School

16th - President's Day - No School

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5th -	Farly	Dien	riccal	- Te	acher	Collab	oration	/PD

iviarch								
	Mon	Tue	Wed	Thu	Fri			
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8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30	31						

5th - Pre-K & Kindergarten - End of 2nd MP 13th - Pre-K & Kindergarten - Grade Submission Ends-9AM 23rd - Pre-K & Kindergarten-Distribute 2nd MP Report Cards 25th - Early Dismissal - Teacher Collaboration/PD 26th - End of 3rd MP: HS/MS/Elem

22 Days

April							
	Mon	Tue	Wed	Thu	Fri		
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12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

3rd - Good Friday - No School

6th-10th - Spring Recess - No School

13th - Grade Submission Ends-9AM

21st - Distribute 3rd MP Report Cards

22nd - Parent Conference Elem. 5-7pm - Early Dismissal

22nd - Parent Conference H.S. 7-9pm - Early Dismissal

22nd - Early Dismissal - M.S. - Teacher Collab. /PD 29th - Parent Conference M.S. 5-7pm - Early Dismissal

29th - Early Dism. - H.S. & Elem-Teacher Collab/PD

			May			
	Mon	Tue	Wed	Thu	Fri	
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4th-15th - AP Exams

6th - Early Dismissal - Teacher Collaboration/PD

25th - Memorial Day - No School

			June			
	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

\* Pre-K - 8th-Grades due 5 days before last day

\*\* Pre-K - 8th-Distribute Report Cards on last day

\*\* H.S. Grade submission ends on last day

Last Day of School shall be Early Dismissal

9th - Last Day of School - Depending on Weather

Full Day	Professions	Dovolonm	ont Day
rull Day	/ Professiona	II Developini	elli Day

\*Prepared by the Computer Technology Center

Time I	School Closed	
	School Day	

	Professional	





Principal Kevin Brennan Carrington School The United States or America

Dear Principal Kevin Brennan,

It is my sincere pleasure to invite you, your colleagues, and students to pay a return visit Qingdao Experimental Primary School as well as the other cultural, environmental sites in Qingdao. The purpose of the visit is to continue and to strengthen the relationship between our schools, our countries and our students.

Educators and students will have an opportunity to spend time having rich and varied activities at school and talking with teachers and administrators about matters of curriculum to procedures of management. At the same time, they will live with host families, so as to understand Chinese culture.

You are scheduled to arrive in Qingdao in April  $6^{th}$  –April  $10^{th}$ , 2015. We will provide any assistance needed to facilitate your visit in Qingdao.

If you have additional questions, please feel free to contact me at 01186-15589896686. The address can be found below. I look forward to meeting and greeting your delegation and students upon their arrival at our school.

Very truly yours,

Deng Xiaohong

Principal

Qingdao Experimental Primary School No. 8 at Jiangsu Road, Qingdao City Shandong Province P.R. China





From:

**ERNEST RACINE** 

Sent:

Tuesday, September 16, 2014 3:09 PM

To:

Carrie Swain

Cc:

CHARLOTTE SHOCKI; JESSICA REHO; MARYANGELA AMENDOLA

Subject:

Reed FRC After School Programs

Hi Carrie,

I am providing notice that Jonathan E. Reed School FRC is continuing to run the Daily Rocket School Newspaper, starting 10/6/14-6/30/15,2:50pm-5pm. Showtime Football After-School Programs. In addition will be introducing several new after-school programs: I requesting permission to facilitate: (1.) New Music Club (Acoustic Guitar Lessons/Homework Club)Tuesdays & Thursdays 3:30pm to 5:30pm. Starting Tuesday Sept 30th for 8 weeks. Targets grades Will have use of Reed School Music Room (2.) Starting October 6, 2014 the FRC will be providing the FRC ESL Family Literacy After School Tutoring Program. This will take place in cycles. Each cycle will be for 8 weeks. We will facilitate 3cycles. Will select 4-5 families who could stand to benefit from these resources. Will meet Mondays and Thursdays 3pm to 4pm. I will be supervising the program and staff. Staff will be paid via FRC grant contract. Will have use of Reed FRC and Reed Music Room. I have attached the flyer I made for the program, the letter to parents about the program, as well as the staff list and money budgeted to pay them. I was hoping to have this on the agenda to be approved at the next board meeting so that we can start the program in earnest. If you have any other questions please let me know.

Regards,

Ernie Racine

FRC Coordinator Reed Family Resource Center Jonathan E. Reed School 33 Griggs Street Waterbury, CT 06704 P-203-574-8180 ext. 101 F-203-574-6884

eracine@waterbury.k12.ct.us



## REED SCHOOL FRC

A Bridge Connecting Home, School and the Community!

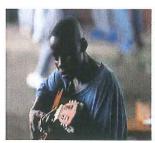




# NIEW MIUSIC CILUIB

9/30/14-11/13/14 TUESDAYS & THURSDAYS 3PM-5:30PM







LEARN HOW TO PLAY ACOUSTIC GUITAR BY
LEAD INSTRUCTOR, MR. LOPEZ, JR.
(HISPANIC COALITION) THERE WILL ALSO BE
A PERIOD FOR HOMEWORK ASSISTANCE.
SNACKS AND BEVERAGE WILL BE PROVIDED.

Student: Parent:	Grade: Signature:	_ Circle one: Walker or Pick Up
Contact #	_ Signature	
Emergency Contact Name:		
Emergency Contact #		
Any student who does not follow after school prog	gram rules is sub warning.	ject to be kicked out of program after

For more information you can contact Ernie Racine, FRC Coordinator 203.574-8180 ext. 101 or eracine@waterbury.k12.ct.us

# After-School Program





The literacy program is designed to establish family reading routines for Spanish and English-speaking parents. Family reading for Hispanic parent involvement, vocabulary development, and English-language development for parents and their children. We make the attempt to engage the parents in reading with their children, reflects the experiences of Latino families, and is centered around universal themes. All materials, books and curricula used are bilingual and in a simple format.

(3 Cycles)

Cycle (1) 10/6/14 - 11/14/14

Cycle (2) 12/8/14 - 2/4/15

Cycle (3) 2/18/15 - 4/15/15

Lead Instructor: Mr. Julio Garcia

For more information contact Mr. Racine 203.574.8180 ext. 101 or eracine@waterbury.k12.ct.us



Money Skills You Need for Life



A fun and easy
way to learn
financial basics
and smart money
management.

**Get Started** 

# Welcome To Bank Smart

#### **GUEST INSTRUCTOR:**

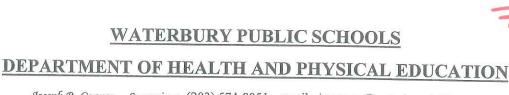
Shadece McFadden, TD Bank North Co-Facilitator: Mr. Racine

R.I.S.E. TO THE TOP October 8<sup>th</sup> - December 10<sup>th</sup> 2014

Time: During Lunch & After-School (Mondays) 2 Groups: (1) grades 4th-5<sup>th</sup> (2) grades 6th-8<sup>th</sup>

For information contact Mr. Racine @(203)574-8180 ext.101 or eracinewaterbury.k12.ct.us

my life, my money, my future.



Joseph R. Gorman - Supervisor (203) 574-8051 email: jgorman@waterbury.k12.ct.us

Date:

September 18, 2014

To:

Waterbury Board of Education Commissioners

Re:

Approval of YMCA Youth Developmental Volleyball Program

#### Dear Commissioners:

I respectfully request permission to partner with the YMCA Youth Developmental Volleyball Program to provide two (2) hours of instruction after school one (1) day per week with students in grades three to five at Driggs and Tinker Schools. The program, if approved, will be scheduled to run for seven weeks, beginning in mid-October. Please see the attached letter from Shelly Howlett of the Greater Waterbury YMCA for additional details.

School principals Michael Theriault and Darlene Cofrancesco have volunteered their respective schools to host the program, which is being offered to our students at zero cost (\$0) to the district. I consider this a wonderful opportunity worth seizing for our K-5 elementary students to participate in healthy and fun lifetime sports activities. I hope you will join with me in supporting it.

Thank you for your consideration,

Joe

Cc: Kathleen Ouellette, Anne Marie Cullinan, Paul Guidone



FOR YOUTH DEVELOPMENT FOR HEALTHY LIVING FOR SOCIAL RESPONSIBILITY September 2014

RE: Youth Volleyball Proposal for Driggs and Tinker Schools

To Whom It May Concern,

The Greater Waterbury YMCA has an opportunity for elementary schools within the city of Waterbury! We have been awarded a Leavenworth grant to help towards starting elementary afterschool co-ed volleyball programs in the City of Waterbury.

Our program prides itself on being one that provides a quality volleyball experience for every player. Our coaches are dedicated to the enhancement of individual abilities and skills, as well as the idea of working together cohesively as a team. They are committed to providing up-to-date techniques and training.

We would like to offer a youth developmental volleyball program to run for one day a week per school;

- Tuesdays at Driggs from 2:30-4:30pm
- Thursdays at Tinker from 2:30-4:30pm.

The program would run for a total of 7 weeks for each school.

There is NO COST to the participants.

We agree to provide each class with a skilled, and experienced coach, volleyballs, and effective practice plans. This is a beginner program with emphasis on developing and building the fundamental skills of passing, setting, serving, offense, and teamwork.

The only equipment that will be needed from each school is a net system (anything that can be used in a typical physical education class) and gymnasium space to run the program during the slotted time plus 15 minutes before and after the class for set up and breakdown of the net system.

We would need a minimum of 10 students to effectively run this program at each school with a 25-30 student maximum.

In order to gain interest among students, we would like to demonstrate the game of volleyball along with some of the drills that may be run during the proposed program. This could be done during the school day as an assembly on the days that each school is scheduled. This would also be free of cost to you. We will have sign-up sheets already copied and ready for students to take home that day.

I look forward to hearing from you, and getting this program started in your schools!

Sincerely,
Shelly Howlett
Director of Youth Development
Greater Waterbury YMCA
showlett@waterburyymca.org

203.754.9622 x162



# Waterbury Public Schools

Request for Naming of School Buildings and/or School Spaces

Date: 9-2-14
Facility or Building Name: Hopeville
Proposed building or space to be named: RM S 100
Requestor's Name: Realph Cantito (2nd Gv.)  Requestor's Address: C/O Hopeville Elementary. 2 Cypress  Requestor's Phone Number(s): 917-570-3341 (cell)
Proposed individual(s) or group for whom the building or space is to be named:  Martha Labbe
Reasons for naming (attach any additional information to this form):  See a Hacked letter.
If applicable, materials needed (plaque, etc) and cost of materials (please note any
A small plague and framed photo A small plague and framed photo A martha- to be paid for by the Hopeville Staff.

Please submit this form and any attachments to the Clerk of the Board of Education at 236 Grand Street. 3<sup>rd</sup> floor, Waterbury. Connecticut 06702 or via email at <a href="mailto:cswain@waterbury.k12.ct.us">cswain@waterbury.k12.ct.us</a>

Martha's nearly 40 year teaching career was entirely spent at Hopeville Elementary School. Her father, David F. Brady was a member of the Board of Education in the 50's, when the school was renovated and an additional wing was added. Although most of her years were spent in a 2<sup>nd</sup> grade classroom, her last 10 years were in Room \$100 as the head of Direct Instruction and as a Reading Specialist. She was fiercely loyal to two things...Ireland and Hopeville. She spent hours upon hours and dollars upon dollars helping students and improving the school culture above and beyond the daily workings of an elementary school. She made every holiday a real special occasion for the whole school, with Flag Day and her annual President's Day Luncheon, particular favorites. Staff and students alike adored her. She lost her battle with cancer in January 2014. We have been looking for a fitting and permanent honor in her name. We think that the last room she worked in, in its new guise as a computer lab, could be named the MARTHA LABBE COMPUTER LAB.

Respectfully submitted,

Racyck Counted

Ralph Cantito

2<sup>nd</sup> Grade

Hopeville Elementary School

#### Naming of School Spaces (inside and outside)

In accordance with its responsibility to maintain control of the public schools in its jurisdiction, the Waterbury Board of Education hereby adopts the following policy for naming spaces inside schools and on school properties:

- 1. All requests to name school spaces should be submitted by the requestor to the Clerk of the Board of Education. The request must be made on the "Request for Naming of School Buildings and/or School Spaces" form and should identify the individual(s) for whom the space is to be named, the proposed location, rationale, and any related cost and supporting information.
- 2. Such requests will be referred to the Committee of the Whole for consideration. The committee will confer with the Principal of the designated school.
- 3. Recommendations from the Committee will be considered for action by the Board of Education for a minimum of 60 calendar days prior to vote to allow for public input on the proposal.
- 4. The request for spaces in new facilities will not be accepted until the facility has been in operation for one (1) calendar year.
- 5. All spaces will be named in perpetuity. Once named, spaces cannot be renamed except in extreme cases in which the name brings dishonor to the space/facility. Such circumstances will require a two-thirds (2/3) majority vote of the Board of Education to remove the name.

NOTE: This policy does not apply to the naming of school buildings. A separate policy has been developed for that purpose. See policy 7551 – Naming of School Buildings.

#### **Carrie Swain**

From:

Monroe Webster < mwebster@waterburyct.org >

Sent:

Thursday, September 11, 2014 10:56 AM

To:

CHARLES L. STANGO

Cc:

Carrie Swain; Joe Geary

Subject:

Cable Council Appointee

Pres. Stango,

The term of Nancy Vaughan, your BOE appointee to the Greater Waterbury Cable Council, Inc. has expired as of 06-30-14.

If it is the Board's desire to reappoint Ms. Vaughn, her new term would be effective 07-01-14 to 06-30-16.

Please forward the Board's decision to the City Clerk.

Thanks,



Monroe Webster Administrative Aide to the Mayor

City of Waterbury

Phone: (203) 574-6712 - Fax: (203) 574-6804

Email: <u>mwebster@waterburyct.org</u>



Rachel Rodriguez Carrington School Target Field Trip Grant

#### Field Trip Description

\*Describe the field trip you would like to plan for your students. What's the objective of the trip? Why is it important?

The field trip I would like to plan for our students is to Connecticut Science Center in Hartford, CT. CT Science Center is a science museum featuring 150 hands-on exhibits, a state-of-the-art 3D digital theater, four educational labs, plus daily programs and events. The Connecticut Science Center offers endless exploration for children, including physics, forensics, geology, and astronomy. As a result of this trip, the students will understand what is the role of energy in our world. They will see how electrical and magnetic energy can be transferred or transformed. This is important because Carrington School's population consists predominately of low-income families who qualify for free or reduced lunches. Children of these families are offered limited life experiences beyond their own neighborhood.

#### Benefits of Proposed Field Trip

\*How will students benefit directly from the proposed field trip? How will the experience benefit your curriculum? How will you measure student learning as it directly results from the trip?

The students will benefit directly because this is a real life opportunity they otherwise would not have been exposed to. The hands-on encounter with these new sights, sounds, and smells will help to build vocabulary and language. This experience benefits our curriculum by allowing these students to gain knowledge first hand, as opposed to looking at pictures. This is especially important for our special education students and English language learners, as they need more concrete, multi-sensory experiences. This trip reinforces CT Science Standard 4.4, Electricity and Magnetism. It also satisfies Common Core State Standards for Writing 4.2 as the students write about their experience, and also the Common Core State Standards for Speaking and Listening 4.4 as they report on what they have learned. This will help to measure the student learning as it directly results from the trip, along with informal questioning and anecdotal notes taken by the teacher.

#### Use of Funds

Transportation - \$0
Activity Fees - \$700.00 (\$9.00 per student X (78 students).
Supplies - \$0
Resources - \$0
Food - \$0

Total Cost - \$700.00



#### **SUMMARY CONSOLIDATED TWO YEAR FEDERAL GRANTS** 2014-2016

2013-2015 2014-2016 \$9,189,733 \$10,098,635

Title I Part A - Improving Basic Programs

Public schools are ranked according to poverty percentages and divided into poverty bands for per pupil allocations. Funds are allocated to schools to provide salaries for Title I literacy and numeracy staff, parent liaisons, and hall monitors. Professional Development funds are provided for school wide plans. Alliance and Blueprint initiatives, teacher evaluation and Common Core. The Early Childhood Education staff and program operation are also funded with the Title I funds. Set aside funds are provided for Public School Choice transportation (students previously enrolled) homeless students, family involvement, professional development for non-highly qualified teachers, Focus and Turn Around plans and consultants. The private school entitlement is also included for tutors, educational materials, Professional Development and family involvement.

\$1,165,218 \$1,169,353 Title IIA - Teacher and Principal Training and Recruiting Funds are used for the salaries of the Human Resource Assistant, respective staff and five new hires. Training and professional development will fund Alliance and Blueprint training, curriculum writing and the mentoring and orientation of new teachers. Funds are also transferred to support programs in technology, innovative programs and safe school initiatives, such as, Positive Behavioral Interventions and Support (PBIS) and innovative summer school programs. The private school entitlement is also included for similar programs.

\$294,571 \$ 330,844 Title III - English Language Acquisition Enhancement and Academic Achievement Act

Presented on 9/11/14 BOE Workshop The grant is for Limited English Proficient (LEP) students. Educational materials will be purchased to expand or enhance existing language and academic content instruction programs. The grant funds salaries for Bilingual staff developer, reading tutors, technology and office support staff, and language assessors.

\$10,649,522 \$11,598,832 **GRAND TOTAL FOR ALL GRANTS** 

#13-16 Revised 07/17/13

## REQUEST FOR FIELD TRIP

ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET

te Submitted: 9/9/2014 Nam	e of Travel Agend	ey (if applica	ble):	- Andrews - Andr
Requested by: Bob Haxhi and Ron Napoli	W	ilby	History	¥
Name of Staff Membe		chool	Grade lev	vel/Subject
How many students? 48				
Name of destination: Salem, MA  City/State of destination: Salem, MA				
Departure: Wednesday, October 22, 201	4 at 6:00 AM			
Day	Date		Time	
Return: Thursday, October 23 at 6:0	0 PM	,	. Control of	DECEIV
Day	Date		Time	SEP 9 2014
Is school in session during this field trip	YE	ES	30004	CLERK BOARD OF EDUCAT
) What unit in the curriculum does this fie	ld trip support?			Agranda Agrand
This trip supports the curriculum for R War history and U.S. Colonial History social component will be included: We	in nameral inco	SHETH WILLIAM	TITALS ANTIL DO CITA	TOUGHT WILL WITH THE TOUR
What are the Common Core State Stand	ards this field trip	supports? _	News March	
From State Common Core Standards:	Social Studies tea	<u>chers engage</u> hemes and di	プロコンコエストウ ヘマ エスクチャ	ning experiences that ry/social studies and and Revolution.

11) What expected performances will be taught by this field trip?

Students will be expected to demonstrate specifics from learning derived from trip in essays, multiple choice exams and AP exams. EX- students will be able to create logical explanations for the starting of the American Revolution and the hysteria surrounding the Salem Witch Trials. (Eg. Were women targeted specifically?)

12) How will you assess the learning that results from this field trip?

Students will be tested and will be required to write in depth essays pertaining to the AP curriculums and US History curriculum.

13) Explain what educational value this field trip offers the students:

The benefits of touring the historical sites of Salem with knowledgeable guides and teachers will be invaluable to the appreciation of their country and on their understanding of history.

14) Transportation: Type/name of Approved PUC Carrier

Peter Pan, Inc.

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Robert Haxhi	203-695-3028	4	
2. Ron Napoli	203-437-1166	5.	
3		6	

16) Name(s) of person(s) supervising students. NOTE: One (1) chaperone for every ten (10) students.

Teacher(s) as chaperones: Robert Haxhi, Ron Napoli, Amy Frenis, Marci Hinton

Aides(s) as chaperones:

Parent(s) as chaperones: Mrs. Jessica Haxhi

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Students and Teacher Contributions

18) What is the approximate cost per pupil for this trip?

\$160.00	A September 1	A STATE OF THE STA	MATERIAL STATE OF THE STATE OF
9) Is any student excluded	I from attending this trip?	Yes No X If ye	es, explain why:
	- 150-000 - 150-000 - 150-000 - 150-000 - 150-000 - 150-000 - 150-000 - 150-000 - 150-000 - 150-000 - 150-000		
0) What is the approxima	te cost all chaperones?		
\$160 per chaperone			
1) How many substitutes	are necessary? 3 (II	none specify)	
Teacher	Subject/Grade	Teacher	Subject/Grade
	Social Studies/ 9and 10	4.	
1, Bob Haxhi	Social Studies 9	5.	
2.Ron Napoli 3. Amy Frenis	Social Studies 11/12	6.	D-7 50
Is this field trip recor	idents(s) medial needs have be Muchle Signature of Scho	een made Yes No ool Principal	9 - 10 - 14
	CENTRAL OF	FICE RESPONSE	
24) This field trip reques	t has been reviewed and appro	oved at the Superintendent's l	evel 📈
This field trip reques	t has been reviewed and is not some some some some some some some some	approved	9-10-14 Date
25) This field trip requapproved/denied by the	est required Board of Educa Board of Education during its	ntion action for out of state meeting of	or overnight field trip wa
	Signature of BO	E/Designee	Date

A copy of this request, when approved, will be returned to the School Principal.

#### Wilby High School Social Studies

#### Boston Field Trip Itinerary October 22 and 23, 2014

This field trip is organized by four teachers from Wilby High School:

**Robert Haxhi**: Social Studies Department Chairman and lifelong student of history, Mr. Haxhi holds a Bachelor's Degree and a Master's Degree in history. He has studied the battles of the American Revolution extensively and has been teaching U.S. History for twenty years. Mr. Haxhi has traveled throughout the National Park System and will be able to offer valuable insights at each of the National Park sites we will visit.

Cell phone: (203) 695-3028

Ron Napoli: A member of our social studies team, Mr. Napoli has distinguished himself as an effective teacher and role model. Mr. Napoli teaches World History and U.S. History at Wilby. His personal mission on this field trip will be to get everyone to complete the entire Salem History Trail with smiles on their faces. We look forward to seeing Mr. Napoli and the students raise their arms in triumph and eat lots of food in Pickering's Wharf.

Amy Frenis: An accomplished history teacher of long standing at Wilby High School, Ms. Frenis will bring a unique perspective to Salem and Danvers. Amy has a history degree and she teaches psychology and sociology. She will discuss the dynamics of hysteria and superstition which plagued 17<sup>th</sup> century Salem. She is also an avid foodie and will be having the Lobster Macaroni and Cheese at Capt's Waterfront. She wants the students to get out of their comfort zones and try new experiences.

Marci Hinton: Director if the Wilby High Library and Media Center, Ms. Hinton will lead our research efforts before and after the trip. She has already discovered that gravestone rubbings are illegal in the entire state of Massachussetts. Ms. Hinton has also volunteered to lead the students through Salem Village.

#### Wednesday, October 22, 2014

05:30 A.M. - Students must report to Wilby High School

05:50 A.M. – Bus will depart for Boston (The bus will depart on time)

There will be one breakfast and bathroom stop on route.

09:45 A.M. – Arrive at Salem Witch Dungeon Museum for 10 AM Showing (prepaid)

This is an award winning live performance of a scene from the actual Salem Witch Trials of 1692.

11:00 A.M. – Arrive at **Gallows Hill** (prepaid)

Historic Mock Trial with student participation

We will walk past the Bewitched Statue of Elizabeth Montgomery!!!!

12:00 A.M. – Bagged lunch on Salem Common or **Salem Common Food Court** (Students must bring their own bagged lunch from home or money to purchase lunch. No peanut products of any kind are allowed.)

12:45 P.M. – Arrive at Salem Witch Museum for 1:00 PM showing (prepaid)

This presentation recounts the entire history of the 1692 Salem Trails.

02:30 P.M. – Depart for Comfort Inn, Danvers, MA.

03:00 P.M. – Arrive at Comfort Inn for check-in. (prepaid)

04:30 P.M. - Depart for Salem Walking Tour and Dinner

05:00 P.M. – Historic Salem Walking Tour with **Bewitched After Dark** (prepaid)

This is Salem's top-rated historic tour focusing on Colonial History and the history of the Salem Witch Trials.

07:30 P.M. – Dinner in Pickering's Wharf, Salem at Capt's Waterfront (prepaid)

09:00 P.M. – Tour Frankenstein's Castle (prepaid)

10:30 P.M. – Arrive back at hotel for Pizza Party!!!!!! (prepaid)

11:00 P.M. to 6:00 A.M. – Curfew. (Students cannot leave their rooms during these hours. Private security guards will be on duty for students' safety.)

#### Thursday, October 23, 2014

08:00 A.M. – Checkout and hot breakfast at hotel. (prepaid)

08:30 A.M. - Depart hotel.

08:40 A.M. – See Salem Village Witchcraft Trials Memorial and Rebecca Nurse Homestead in Danvers (Danvers is former Salem Village)

09:30 A.M. - Arrive at Salem Maritime Historical Site (National Park Service)

10:15 A.M. – Tour House of the Seven Gables (prepaid)

11:45 A.M. – Tour Salem Witch Village (prepaid)

12:30 P.M. - Lunch on Salem Common

 $01{:}15\ P.M.-Performance of$  Cry Innocent: the People versus Bridget Bishop (prepaid)

02:30 P.M. - Depart for Wilby High School

05:30 P.M. – Arrive at Wilby High School for parent pick-up.

Departure time from Wilby on Wednesday, October 22, 2014 is a strict departure time.

No peanut products may be brought on the bus.

# 6325 P.002 #/

CLERK BOARD OF EDUCATION

### REQUEST FOR FIELD TRIP

ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET

X OUT OF	STATE - MUST BE REC	CEIVED <u>FIVE</u>	C (5) WEEKS PRIOR TO T	RIP
IN STAT	E – MUST BE RECEIVE	D THREE (3)	WEEKS PRIOR TO TRU	P
This reques	t must be approved,	prior to col	lecting or committing	z any funds such
	as down payments	s or making	g definite arrangemer	nts.
Date Submitted:_	October 9, 2014	Name	of Travel Agency: Educatio	nal Travel Adventure
1) Requested by:	David Battisti and Matthe	w Rucinski	Waterbury Arts Magnet Sch	nool 8
	Name of Staff Membe	ðr	School	Grade level/Subject
2) How many stud	dents? 49			
3) Name of destin	nation: Washington D.C.			
4) City/State of do	estination: Washington D	D.C.	A REPORT OF THE PARTY OF THE PA	y
5) Departure:	Tuesday	May 27, 2015	6:30 a.m.	
	Day	Date	Time	;
6) Return:	Thursday	May 29, 2015	9;00 p.m.	THE STATE OF THE S
	Day	Date	Time	<b>&gt;</b>
7) Is school in sea	ssion during this field trip?	yes		
8) What unit in th	he curriculum does this fiel	ld trip support?		A STATE OF THE STA
This trip is int	tended for our 8 <sup>th</sup> grade studer art curricula such as America	nts at the end of t an History, cultur	their middle school experience. res, theater and visual arts.	. This trip is specific to
9) What are the (	Common Core State Standa	ards this field tr	ip supports?	
Demonstrate a	an understanding of history du	uring the 1800's -	- current; initiate questions and place have studied in time and place	d hypothesis about historic a;ce relative to their own.
	guiding questions from the			
This is a culm	ninating activity across the curshington D.C. in the history of	rriculum for our f	8th grade class; explore and invo	estigate the pivotal role
played by wa	sningion D.C. in the moory o	nue ore-		) ECEIVED
		NAME OF THE PROPERTY OF THE PR		SEP 1 2 2014

11) What expected performances will be taught by this fie	III) What ex	meded performa	nces will be	taught b	y this	field	trip?
---	--------------	----------------	--------------	----------	--------	-------	-------

The 8th grade team will lead class discussions following the trip regarding sites visited that are appropriate to their subject area.

12) How will you assess the learning that results from this field trip?

Discussion in classes across the curriculum.

13) Explain what educational value this field trip offers the students:

This trip is for our 8<sup>th</sup> grade students at the end of their middle school experience. The itincrary is specific academic and arts curricula, such as American History, cultures, theater and visual arts.

to their

14) Transportation: Type/name of Approved PUC Carrier

Kelley Transportation

(s) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. David Battisti	203-982-1660	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. NOTE: One (1) chaperone for every ten (10) students.

Teacher(s) as chaperones: Matthew Rucinski, David Battisti, Susan Gallo

Aides(s) as chaperones:

Parent(s) as chaperones: Amanda Cox, The final parent chaperone will be chosen from the list of students who are going on the trin. Priority will be given to parents of students with medical needs

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Student contributions

18) What is the approximate cost per pupil for this trip?

APR-30-2000 23:36	W.A.M.S	2.	03 573 6325 F.004
\$435 per person		and the state of t	- Made Annual Control of the Control
10) Is any student exclude	d from attending this trip?	Yes No X If	ves, explain why:
19) Is any student exertate		A de la constant de l	
	distribution of the second	Andrew Company	A light description of the second of the sec
20) What is the approxima	ate cost all chaperones?		
\$100			
	2 7	f war a page (file)	
21) How many substitutes		f none specify)	Carbination do
Teacher	Subject/Grade	Teacher	Subject/Grade
1.David Battisti	Math - 8	4.	
2.Matthew Rucinski	Language Arts - 8	5.	
3.Susan Gallo	Science - 8	6.	
Is this field trip reco	ndents(s) media) needs have be Signature of Scho	een made Yes No Olivy? Yes No Olivy? Yes No Olivy? No Olivy? Yes No Olivy? No	Date  9-10-14  Date
	GENTRAL OF	FICERESPONSE	
24) This field trip reques	t has been reviewed and appro	oved at the Superintendent's	levcl
This field trip reques	t has been reviewed and is no	Ven	9-//-/ ( Date
25) This field trip requapproved/denied by the	Signature of Superment required Board of Education during its	ntendent/Designee/ILD  ation action for out of state meeting of	or overnight field trip was
	Signature of BO	E/Designee	Date

A copy of this request, when approved, will be returned to the School Principal.



4400 Route 9 South • Suite 1000 • Freehold, NJ 07728 • www.ETAdventures.com 866-273-2500 • info@ETAdventures.com • Fax: 732-303-9288

#### TRIP INCLUSIONS, PRICES & ITINERARY

#### **PACKAGE INCLUDES**

- Bus transportation throughout your tour
- Two Nights Hotel Accommodations in the Washington DC Area
- Professional tour manager with your group throughout the tour
- Breakfast included at the hotel daily
- 1 Lunch
- 2 Dinners
  - o Dinner at the Hard Rock Cafe
  - Dinner at Vie de France
- Visit to the Smithsonian National Museum of Natural History
- Visit to the Smithsonian Museum of American History
- Tour of the memorials including the World War II, Vietnam War Memorial,
   Lincoln Memorial and the Korean War Memorial
- Dedicated nightly security guard at the hotel for your group
- Visit to the Supreme Court (lecture if available)
- Visit to the Library of Congress
- Tour at the Capitol Building
- Visit to the National Air & Space Museum
- Visit to the National Archives
- Souvenir Shopping near Ford's Theatre
- Photo stop outside the White House
- Visit to the Memorials including the FDR, Jefferson and Martin Luther King Jr Memorials
- Admission to Mt Vernon Home of our George Washington
- Tour at Arlington National Cemetery
- One free place in double occupancy for every 10 paying passengers
- FREE website where parents and students can register and pay online with no monthly fees



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#### Tuesday - May 26th

06:30 am	You'll depart on the bus for your trip. The bus should arrive 15 minutes prior to this departure time. You'll make a stop for lunch during your drive (not included).
01:00 pm	You will meet your tour manager.
01:00 pm	You'll have free time to explore the Museum of Natural History. It is the most visited natural history museum in the world. The museum's collections total over 126 million specimens of plants, animals, fossils, minerals, rocks, meteorites, and human cultural artifacts.
03:00 pm	You'll visit the Museum of American History.
05:30 pm	You'll have dinner at the Hard Rock Cafe.
07:00 pm	You will take a guided tour of the Memorials including visits to the World War II Memorial, Vietnam War Memorial, Lincoln Memorial and the Korean War Memorial.
08:30 pm	You'll drive to your hotel.
09:00 pm	You will arrive at your hotel.
Wednesday	- May 27th
07:30 am	You'll have breakfast.
08:00 am	You'll board your bus and depart the hotel for the day.
09:00 am	You will visit the Supreme Court. If time permits and lectures are available, you may see a 25 minute docent lecture in the court room about the judicial branch of our government and the role of the Supreme Court.
09:30 am	You will enter one of the most magnificent buildings in Washington as you visit the Library of Congress on Capitol Hill. You will have some time to admire the architecture and peek into the main reading room.
10:30 am	You will visit the Capitol Building where you will see the visitors center and
-	exhibits about the legislative branch of our government. You will then see a short film about the Capitol before taking a guided tour into the rotunda.
11:45 am	exhibits about the legislative branch of our government. You will then see a



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12:00 pm	You'll have a meal in the cafeteria at the National Air & Space Museum.
02:30 pm	You'll begin your drive to the next stop.
03:00 pm	You will visit the National Archives and see the rotunda where some of our most important documents are stored. You will see an original copy of the U.S. Constitution and an original copy of the Declaration of Independence as well as many other important documents.
04:00 pm	You'll have some time to shop and buy souvenirs at the shops by Ford's Theatre.
05:00 pm	The White House is the official residence and workplace of the President of the United States and it was first occupied by John Adams in 1800. You will have a chance to see the North Front of the White House from Lafayette Park where you can take photos and enjoy the view.
06:00 pm	You'll begin your drive to the next stop.
06:30 pm	You'll have dinner at Vie de France.
08:00 pm	You will take a guided tour of the Memorials including visits to the FDR Memorial, the Jefferson Memorial and the Martin Luther King, Jr. Memorial.
09:30 pm	You will return to your hotel for the evening.
09:30 pm  Thursday - Ma	•
	•
Thursday - Ma	ay 28th
Thursday - Ma	ay 28th You'll have breakfast.
<b>Thursday - Ma</b> 08:00 am 08:30 am	You'll have breakfast.  You'll board your bus and depart the hotel for the day.  You will visit Mt. Vernon, the home of our first president. You will have a chance to see the film at the visitors center and then tour the home and
Thursday - Ma 08:00 am 08:30 am 09:30 am	You'll have breakfast.  You'll board your bus and depart the hotel for the day.  You will visit Mt. Vernon, the home of our first president. You will have a chance to see the film at the visitors center and then tour the home and grounds of the estate. A voucher will be included for lunch at the cafeteria.
Thursday - Ma 08:00 am 08:30 am 09:30 am	You'll have breakfast.  You'll board your bus and depart the hotel for the day.  You will visit Mt. Vernon, the home of our first president. You will have a chance to see the film at the visitors center and then tour the home and grounds of the estate. A voucher will be included for lunch at the cafeteria.  You'll begin your drive to the next stop.  You will visit Arlington National Cemetery where you will take a tour and see the Tomb of the Unknown Soldier, the Changing of the Guard Ceremony, the

CLERK BOARD OF EDUCATION

### REQUEST FOR FIELD TRIP

ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET

-emina-antend			EE (3) WEEKS P	S PRIOR TO TRIP	
This reques				r committing any funds such arrangements.	
Dese Submitted:	9/15/2014	Name of Tre	ivel Agency (if app	licable): Land let Bus Services	و مدادی در
i) Requested by: 1	Nicole Martone, J	ohn F. Kennedy I	High School, 11 <sup>th</sup> /A	american Studies	
	Name of Sta	ff Member	School	Grade level/Subject	Frankli des
2) How meany stud		with the Colon Blogs to the Colon with the Colon to the C			
3) Name of destin		atch Cemetery and a leving's Home (		or (Sleepy Hollow, NY) as well as	
4) City/State of da	stimation: Sleepy	Hollow, New Yo	ork and Sunnyside,	New York	
5) Departure: <u>Thu</u>	rsday, October 16 Day		 Date	Time	
ó) Reinr: <u>Thus</u> d	av, October 16, 2 Day		Date	Time	
7) is school in ses	Er.		Jaw	Tune	
3) What unit in de			port?		
Exparisnos, wi	icre the course disc	cusses the topics of	e UConn ECE Amer Reform and Expansion of Sleepy Hollow.	ican Studies Unit 2- The American on as well as Romanticism. Students will	
			ield trip supports?	Made Scarge College	ich REDnic a
posussively. Interport on grades CCSS.ELA-Litera Inferences drawn i CCSS.ELA-Litera American literatur CCSS.ELA-Litera 11-CCR text comp	nverse partners on graculate and participate effect 11-12 topics, texts, and cy.RL.11-12.1: Cite start including cy.RL.11-12.9: Domonous, including how two ocy.RL.11-12.10: By the planticy band proficiently	ies 11-12 topics, texts, a ctively in a range of coll fissues, building on off ong and thorough textu determining where the strate knowledge of eight r more texts from the same e and of grade 11, read of w. with scaffolding as not texts, and the same w. with scaffolding as not continue to the same continue as not continue to the same continue as not continue as not continue as continue as	and issues, building on oth aborative discussions (on ters' ideas and expressing all evidence to support and text leaves matters uncert hteenth-, nineteenth- and and comprehend literature seded at the bigh end of the	early-twentieth-century foundational works of temes or topics.	The state of the s

:881=9 289:aee9	ID:CHIEL UCUDEWIC OLE	; wo	44 MAS:30 4103-31-95
	a questions from the curriculum		1800) programme and dashed college constitution by the same of the
Cuding Question: H	low have American writers used var	ious means to challenge social	norms?
11) What expected perf	comances will be taught by this f	ïeld trîp?	CONTRACTOR
- Patudents communica	naivze and evaluate text in order to cate with others to create interpretational blish and/or present work appropria	as of written, oral and visual to	xts.
12) How will you asses	s the learning that results from th	is field trip?	Mikana (kana kana (kana kana manga) da kana maka di Parisa mangapa da galim yang ng mga pagapa kana mayan semam
Students will have a punderstanding as well	eroject due, including an essay, cont l as new learning.	nected to readings and trip expe	riences, to assess
13) Explain what educe	dional value this field trip offers	the students:	A CONTRACTOR OF THE PROPERTY O
Students will further	understanding of the Reform and Ex	pansion Period as well as the F	Romanic Period
14) Transportation: 1;	ype/name of Approved PUC Carr	ier	
Land let Bus Service			alliste e talvista e t Talvista e talvista e t
	number(s) of person(s) responsi	ble for organizing this trip:	
TSE	Phone Number	Name	Phone Number
1. Nicola Martone	(203)574-8150	4	- Louis Library Congress
			1
2. Prenvera Harris	(203)574-8150	5.	
2. François Harris	(203)574-8150	5. 6	
16) Nepse(s) of person(	s) Supervising students. NOTE;	One (1) chaperone for ever	y ten (10) students.
16) Nepse(s) of person(		One (1) chaperone for ever	y ten (10) students.
16) Nepse(s) of person(	s) supervising students. NOTE:	One (1) chaperone for ever	y ten (10) students.
3  16) Neme(s) of person(  Tescher(s) as chaper  Aides(s) as chaperon	s) supervising students. NOTE:	One (1) chaperone for ever Harris	y ten (10) students
16) Neme(s) of person( Teacher(s) as chaperon Aideo(s) as chaperon Farent(s) as chaperon  17) How is this trip for	s) supervising students. NOTE: cones: Nicole Martone and Pranvera	One (1) chaperone for ever Harris  30, and Natasha Mercedes	
16) Neme(s) of person( Teacher(s) as chaperon Aideo(s) as chaperon Farent(s) as chaperon  17) How is this trip for	s) supervising students. NOTE: (cones: Nicole Martone and Pranverances: Marily Santiago, Maria Santiago, Maria Santiago)	One (1) chaperone for ever Harris  30, and Natasha Mercedes	
16) Name(s) of person( Tescher(s) as chaperon Aideo(s) as chaperon Parent(s) as chaperon  17) How is this trip for title and regular contributions	s) supervising students. NOTE: (cones: Nicole Martone and Pranverances: Marily Santiago, Maria Santiago, Maria Santiago)	One (1) chaperone for ever Harris  30, and Natasha Mercedes	

%001=A 400:acs9 9	ID:CHIEL UCUDEWIC OLE	<u>:</u> W	269-16-2014 06:37AM Fro
19) is any student exclude	d from attending this trip?	Yes No X If	yes, explain why:
(NACOS) in a color of the extent of the first method deleteration of a localization of the extent of	1, 37L) 6	Водинення в под	The state of the s
enter de la company de la comp	****\P`^*\P`\\\\\\\\\\\\\\\\\\\\\\\\\\\\	delications	To the second control of the second control
20) What is the approxime	te cost all chaperones?		
0	and the second s	And the state of t	
TIVII and us owns out with a train	0 3		And And State Annual Conference and Associated Associat
21) Flow many substitutes		none specify)	
Losekor	Subject/Grade	Teacher	Subject/Grade
1. THE SIGNATIONS	English/11	4. Pranvera Harris	History/11
and the state of		5.	Addition of the second of the
COLUMNICA POR PORTE A CONTRACTOR DE LA COLUMNA CINCATA DE CARACTERISTA CALAN PROGRAMA A CONTRACTOR DE CONTRACTOR D	on and the same of the transfer of the same of the sam	6.	
22) The medication(s) and	or procedure(s), as prescribed	by the student(s) physicia	n will be provided while
participating in the fie	id trip	y and annually party order	d and to bravitied while
Yas XI No [ ]	Margar HOuse (Signature of School	ensen	9-16-14
g and a second s	( Signature of Schoo	l Nurse	Date
23) This field trip request r	meets the needs of the BOE po	olicy? Yes No	
Is this Seld trip recom	Material and the second		<del></del>
	***		<del>,,,,,,</del>
Arrangements for stud	ents(s) medial needs have bee	n made Yes No	75A-Names
en traversamente um auto commentar chiada (il Aem traversa, man trabada da lame, programma de	Signature of Schoo	l Principal	Date
TILL THE WHITTER SECTION OF THE THE THE SECTION SECTIO	CÉNTRAL OFF	ICE RESPONSE	William Co.
24) This field trip request l	ass been reviewed and approve	ed at the Superintendent's	level [
This field trip request b	rae been reviewed apd <u>is <b>not</b> a</u>	pproved [	
			9-16-14
	Signature of Superinte	ndent/Designee/ILD	Date
25) This field trip request approved/denied by the Bo	t required Board of Education and of Education during its mo	on action for out of state eeting of	or overnight field trip was
	Signature of BOE/I	Designee	Date

A copy of this request, when approved, will be returned to the School Principal.

### REQUEST FOR FIELD TRIP

ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET

Revised 07/17

SEP 2 2 2014

	STATE – MUST BE R E – MUST BE RECEIV	1				
This request	t must be approved as down paymen	(5) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c				such
Date Submitted:	September 15, 2014	Name of Trave	l Agency (if ap	plicable):	N/A	
1) Requested by: [	Danielle Durso	Cros	by High Schoo	1 11	English	
	Name of Staff Mem	iber	School	Gr	rade level/Subject	
2) How many stud	ents?_50					
3) Name of destinate reenactment	ation: The House of Sev	en Gables; hist	orical walking	tour; Cry, Inr	nocent: Salem witc	h trial
4) City/State of de	estination: Salem, Mass	sachusetts				
5) Departure:		October 29	Date	7 a.m.	Time	-
6) Return:	Day Wednesday	October 29	Date	7 p.m.	49 - 102-000000-000	
	Day		Date		Time	
7) Is school in sess	7) Is school in session during this field trip? Yes					
8) What unit in the	e curriculum does this fi	eld trip support	?		1	
English/Langua	age Arts grade 11 America	an Literature Uni	t 1: Issues of Ad	iversity: Mana	iging Conflict	
9) What are the Co	ommon Core State Stane	dards this field	trip supports?			7
CCSS ELA- Lit NCTE/IRA Stat	teracy. RL. 11-12.7; CCSS ndards 3, 7, 11	S ELA-Literacy.	RL 11-12.9			
10) What are the g	guiding questions from t	he curriculum t	his field trip w	ill answer?		
How do we ma	nnage conflict in the face	of adversity?				
How does mass	s hysteria develop within	a society and c	an it be prevent	ted or control	DECE	VE D

il) What expected perform	mances will be taught by this f	ield trip?	
Collaborative (     enrichment	liscussion using higher-order th	tinking skills (DOK); opportur	aties for interdisciplinary
12) How will you assess t	he learning that results from th	is field trip?	
	iscussion of major themes conn sponse using references to Sale		
13) Explain what education	onal value this field trip offers	the students:	
	oom" will enrich traditional ch terary allusions will be context		
14) Transportation: Type	e/name of Approved PUC Carr	ier .	
Land Jet Bus Inc. 188 Bank Street (	203) 755-1647	- AME BOOTHE	
15) Name(s) and phone m	umber(s) of person(s) responsi	ble for organizing this trip:	
Name	Phone Number	Name	Phone Number
1. Danielle Durso	203-233-2006	4	
2.		5.	
3		6	
16) Name(s) of person(s)	supervising students. NOTE:	One (1) chaperone for every	ten (10) students.
Teacher(s) as chaperor	nes: Danielle Durso, Kelly Dor	nahue, Tania Rosado, Kerry C	oyle
Aides(s) as chaperones			
Parent(s) as chaperone	s: Staci Potts (203-850-4546)		The state of the s
	nced: (If it's fund raising activant, student contributions, etc.		ivities. If it's a grant, give
Student contributions			
18) What is the approxim	ate cost per pupil for this trip?		

\$60.00

19) Is any student exclude	ed from attending this trip?	Yes X No It	yes, explain why:
Any 11 <sup>th</sup> grade student win any class CANNOT a	rith: a disciplinary referral record ttend the trip.	in 2014-2015 year, more than	1 3 absences, OR a failing grade
20) What is the approxim	ate cost all chaperones?		
None			
21) How many substitute	s are necessary? 4 (1	f none specify)	A
Teacher	Subject/Grade	Teacher	Subject/Grade
1. Danielle Durso	English II	4. Kelly Donahue	English/ Humanities
2. Kerry Coyle	English II	5.	
3. Tania Rosado	Special Education	6.	
Is this field trip reco	ndents(s) medial needs have be  Signature of Scho	en made Yes No	9/16/14 Date
	CENTRAL OF	FICE RESPONSE	
This field trip request  25) This field trip requ		approved	Pate  Pate  Pate  Date
	Signature of BOE	//Designee	Date

A copy of this request, when approved, will be returned to the School Principal.

### COMMITTEE ON SCHOOL FACILITIES & GROUNDS



WORKSHOP:

Approved:

Thurs., September 25, 2014 (Bucks Hill School)

**BOARD MEETING:** 

Thurs., October 2, 2014

TO THE BOARD OF EDUCATION WATERBURY, CONNECTICUT

Ol M

#### LADIES AND GENTLEMEN:

With the approval of the Committee on School Facilities and Grounds, the Superintendent of Schools recommend approval of the use of school facilities, at no charge, by the following school organizations and/or City departments:

FACILITIES AND DATES/TIMES
Reed café: Oct. 4th and once a month thru June, 2015
9:30am-12:30pm (Delta youth Initiative program for teens)
Reed music rm.: 9/30/14-11/13/14 Tues. & Thurs. 3:00-5:30pm
(after school program/music club)
Reed café: Thurs., Oct. 9th 5:00-7:00pm (Family salsa night)
Maloney rm.109: Oct. thru June Thursdays 3:45-5:00pm
(Japanese class for our alumni)
Maloney café: Thurs., Oct. 9th 5:00-6:45pm (Pre-K pizza party
WAMS apron stage: May 11th – 15th 3:30-9:30pm
(rehearsals for production of hamlet)
Chase lib.: Wed., Oct. 8th 5:30-7:00pm) (Progress Book training)
Washington café: Wed., Oct. 29th 6:00-7:30pm (Family Night
WSMS café: Sat., Oct. 11th 11:30-3:30pm
(Instructional Couponing Class)
Gilmartin café: Thurs., Oct.23rd & Thurs., Oct. 30th 7:00-9:00pm
(public info meetings re: safe routes to school)
WAMS atrium/café: Tues., Oct. 21st 5:30-7:00pm
(Early Childhood program)
Walsh gym: Wed., Oct. 15th 3:30-6:30pm (Hispanic Heritage Link)
Kennedy classrms.:9/23/14-11/20/14 Tues.& Thurs. 6:00-9:00pm
WSMS kitchen: 9/25/14-11/20/14 Thursdays 6:00-8:30pm
(Enrichment Program)
WAMS atrium: Wed.,Oct. 22nd 5:00-7:00pm (Hispanic Heritage event)
Rotella aud.: Thurs., May 28th 5:00-8:00pm (instrumental music concert)

Felix M. Rodriguez	Kathleen M. Ouellette, Ed. D.
	Superintendent of Schools



# SCHOOL PERSONNEL USE ONLY

SED	10	
	CĴ	3974

DATE:
9/16/14
BUSINESS OFFICE
School and Delta Sigma Theta
makes application for use of school facilities (after regular
QUESTED:REED School
Gymnasium Swimming Pool XCafé/Rooms
Oct. 4 <sup>th</sup> ; November 8 <sup>th</sup> ; December 6 <sup>th</sup> ; February 7, 2015; 015, and June 6, 2015
OM:9:30 a.m TO:12:30 pm/pm
PURPOSES:
iative Program for teens, which focuses upon self-esteem, torial services.
Juan Mendoza APPLICANT

Please note the following provisions:



FROM: <u>3pm</u> am/( <u>pm)</u> TO <u>: 5:30</u> am/( <u>pm)</u>
DATES REQUESTED: Sept 30, 2014-November 13, 2014
Auditorium Gymnasium Swimming Pool afé/Rooms Music Room
NAME OF SCHOOL REQUESTED: Jonathan Reed Elementary
The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:
FROM: Reed FRC Coordinator, Ernst Racine, Jr.
TO: SCHOOL BUSINESS OFFICE

Reed Elementary School 203-574-6884

arrangements must be made in person at the police and fire headquarters.

SEP 17 2974



DATE	: 9/15/14
TO: SCHOOL BUSINESS OFFICE	
FROM: Reed School/Diana Ma	onti
The undersigned hereby makes application for use of school school hours) as follows:	facilities (efter regular
NAME OF SCHOOL REQUESTED: Reed Sc	hool
Auditorium Gymnasium Swittming	Poul Café/Rooms
DATES REQUESTED: 10/9/14	
FROM: 5'00 am/fm T	0: 7:00 am/6m
FOR THE FOLLOWING PURPOSES:	
Family Salsa Night	
	,
· ~	Diaus Moulo

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified.

These arrangements must be made in person at the police and fire headquarters.

C:\Uscre\smeass\end\Uscoments\SCHCOL reservation form.dog

# SCHOOL PERSONNELLISE ONLY

DOLLOGIALITY ODD OLADA OFF 12 2014
DATE: 9/11/2014
TO: SCHOOL BUSINESS OFFICE
FROM: Maloney Kazumi Yamashita-Iverson
The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:
NAME OF SCHOOL REQUESTED: Maloney Magnet School.
Auditorium Gymnasium Swimming Pool Café/Rooms RM
DATES REQUESTED: Thursdays From October 9 - To the end
DATES REQUESTED: Thursdays From October 9 To the end  FROM: 3:45 am/pm TO: 5 am/om school
FOR THE FOLLOWING DUDDOGED.
FOR THE FOLLOWING PURPOSES:
We would like to hold a Japanese class for
our alumni in grades 6-12
Land Ch
/ // ATTLICAN

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified.
These arrangements must be made in person at the police and fire headquarters.

# SEP 1'0 2014 SCHOOL PERSONNEL USE ONLY SCHOOL BUSINESS OFFICE ŤO: EXTYI FROM: The undersigned hereby makes application for use of school facilities (after regular school hours) as follows: NAME OF SCHOOL REQUESTED: ISwimming Pool . Gymnasium Auditorium DATES REQUESTED: TO: 6 45 FROM: 5:00 am/pm FOR THE FOLLOWING PURPOSES:

Please note the following provisions:

SCHOOL BUSINESS OFFICE TO: FROM: The undersigned hereby makes application for use of school facilities (after regular . school hours) as follows: Swimming Pool . Gymnasium DATES REQUESTED: May 11 (tied into Shakey)

Please note the following provisions:

# SCHOOL PERSONNEL USE ONLY

85p 18 374

DATE: 9-18-14
TO: SCHOOL BUSINESS OFFICE
FROM: Doreen Currier
The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:
NAME OF SCHOOL REQUESTED: Chase Elementary
Auditorium Gymnasium Swimming Pool Cafe/Rooms
DATES REQUESTED: OCT 8, 2014
FROM: 530 am/gm TO: 7:00m/gm
FOR THE FOLLOWING PURPOSES:
Progress Book training
Dollen Currier

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified.

These arrangements must be made in person at the police and fire headquarters.

C:\Users\smccastand1\Documents\SCHOOL reservation form.doa

SEP 1 6 2014

	DATE: SEPTEMBER 16	, 2014
TO: -	SCHOOL BUSINESS OFFICE	
FROM:	Roxanne Augelli, Principal-Washington School	
The unders	rigned hereby makes application for use of school facilities (after regular rs) as follows:	p. at
NAME OF	SCHOOL REQUESTED: WASHINGTON SCHOOL	
Said 1997 ing		<b>*********</b> ***************************
Audito	rium Gymnasium Swimming Pool X Café/Room	ns
DATES REC	QUESTED: Wednesday, October 29, 2014	
•	FROM: 6:00 p.m. am/pm TO: 7:30 p.m. am/	/pm
FOR THE FO	OLLOWING PURPOSES:	
FAMIL	Y NIGHT - Spanish Heritage Celebration	
		<u></u> -
		₩ In
		<del></del>
	Koxanne (Ou	~ ()

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified.

These arrangements must be made in person at the police and fire headquarters.

M.

SEP 10 2014

# APPLICATION FOR SCHOOL PERSONNEL USE ONLY

Date September 10, 2014

TO:	School Business Office Chase Building Attn: Sandy
FROM:	Grisell Myers (Parent Liaison)
The undersigne school hours) a	ed hereby makes application for use of school facilities (after regular is follows:
Auditor	ium Gymnasium Swimming Pool Cafeteria Or Rooms  d October 11, 2014
Instru	D To 3:30 P.M. for the following purposes: ctional Couponing class for parents and Staff
- MA	(Applicant)

## Please note the following provisions:

When the public is invited to an activity police and fireman are required. These arrangements must be made in person at Police and Fire Headquarters.

SEP 18 2014

# SCHOOL PERSONNEL USE ONLY

DATE: September 18, 2014 TO: SCHOOL BUSINESS OFFICE FROM: Robert R. Jahn, P.E. Civil Engineer II, Wtby Bureau of Engineering The undersigned hereby makes application for use of school facilities (after regular school hours) as follows: NAME OF SCHOOL REQUESTED: John G. Gilmartin Elementary School Auditorium Gymnasium Swimming Pool DATES REQUESTED: Thursday, October 23rd & Thursday, October 30th, 2014 FROM: 7:00 pm TO: 9:00pm FOR THE FOLLOWING PURPOSES: Public Information Meeting as it required by John G. Gilmartin Safe Routes to School (SRTS)Project, ConnDOT Project No. 151-324.

Please note the following provisions:

DATE: 9/22/14
TO: SCHOOL BUSINESS OFFICE
FROM: Early Childhood Education Program  (Neva Clemente) (203) 346-3502  The undersigned hereby makes application for use of school facilities (after regular
(Neva Clemente) (203) 346-3502
school hours) as follows:
NAME OF SCHOOL REQUESTED: Waterbury Suts Magnet School
Auditorium Gymnasium Gswimming Pool Café/Rooms
X African
DATES REQUESTED: Tuesday, October 21, 2014
FROM: 5:30 am/off: TO: 7:00 am/off:
FOR THE FOLLOWING PURPOSES:
Parly Childhood Rig Out on Reading Jamily Jun night with Farmer Minor and Daisy the
night with Farmer Menor and Daises the
Pia.
* African for Storetelling APPLICANT
* Cafe for dinner APPLICANT

Please note the following provisions:
When the public is invited to an activity, police and fire departments must be notified.
These arrangements must be made in person at the police and fire headquarters.

## SCHOOL PERSONNEL USE ONLY

G, ~

3

TO: SCHOOL BUSINESS OFFICE

FROM: DOREEN GRAHAM

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: Walsh Dementary School

Auditorium Gymnasium Swimming Pool Café/Rooms

DATES REQUESTED: Wednesday Detaber 15- 2014

FROM: 3:30 am/pm TO: 6:30 am/pm

FOR THE FOLLOWING PURPOSES:

Walsh Damenlary School Hispanic

Herstage Month Family Unide

Please note the following provisions:

# SAVE THE DATE

Walsh Elementary School

Hispanic Heritage Month Family Links



Wednesday, October 15, 2014

4:00 - 6:00 PM

Afro-Latino Performances & Speakers
Cultural & Student Art Displays
Parent Information Workshop: Progress Book
PBIS Fundraiser Raffles
Pot Luck Dinner

We are asking for parents and staff help with this cultural event. Please let us know if you can donate a dish, beverage, decorations and or volunteer.

	yes, I would like to volunteer yes, I would like to donate	
Name:		•
Phone Nu	ımber:	
Donation	item/s:	
Student:	Teacher/Grade:	

4/1

- <sup>A</sup>YO - CO - VISBA

# SCHOOL PERSONNEL USE ONLY

DATE: 9 30 14
TO: SCHOOL BUSINESS OFFICE
FROM: Harisa Marcin fainte
The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:
NAME OF SCHOOL REQUESTED: KINNE OF HIGH SCHOOL
Auditorium Gymnasium Swimming Pool Café/Rooms
DATES REQUESTED: $9/23/14 - Nov 20/3014$ FROM: $6.20$ am/pm TO: $9$ am/pm
FOR THE FOLLOWING PURPOSES:
Enrichment Classes
Italian I, Spanish I, Btart 9/23/14/Elnesdays
Medicare 101 Starts 9/35/14 Thurslay
Row, with Applicant Lands
SMART BOURD APPLICANT

Please note the following provisions:

# SCHOOL PERSONNEL USE ONLY

DATE: 9/28/14
TO: SCHOOL BUSINESS OFFICE
FROM: Harin Javalo
The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:
NAME OF SCHOOL REQUESTED: 11/5MS
Auditorium Gymnasium Swimming Pool Café/Rooms
DATES REQUESTED:
FOR THE FOLLOWING PURPOSES:  JO Supper Club with Rose Thursday  Enrichment Program
Haise Jaw Carolle APPLICANT

Please note the following provisions:

SCHOOL PERSONNEL USE ONLY

DATE:

\$EP 23 30M

TO:

SCHOOL BUSINESS OFFICE

FROM:

Tracy King-Johnson

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUESTED: WAYS

Afrium	10 77 114			
DATES REQUES	TED. 10-22-14			
	FROM: 5	am/(nii)	то:	am/om)
FOR THE FOLLO	WING PURPOSES:	•		• .
this panic	Heritage, 1	1 south	Event.	
<u> </u>		<u> </u>		,
		(	The state of the s	
			APPLICA	NT

Please note the following provisions:

SEP 23 200

# SCHOOL PERSONNEL USE ONLY

N

DATE: 9/17/14

TÖ:

SCHOOL BUSINESS OFFICE

FROM:

Marly Parker-Rotella Magnet

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows:

NAME OF SCHOOL REQUE	STED: KO	tella 1	lagnet	
Auditorium Gy	mnasium	Swimmin	g Pool	Café/Rooms
-DATES REQUESTED:	May	28 20	115 Th	orsday
	5:00			O am/pin

FOR THE FOLLOWING PURPOSES

Instrumental Music Concert

APPLICANT

Please note the following provisions:

#### COMMITTEE ON SCHOOL FACILITIES & GROUNDS

WORKSHOP:

Thurs., September 25, 2014 (Bucks Hill School)

**BOARD MEETING:** 

Thurs., October 2, 2014

TO THE BOARD OF EDUCATION WATERBURY, CONNECTICUT

LADIES AND GENTLEMEN:

With the approval of the Committee on School Facilities and Grounds, the Superintendent of Schools recommends approval of the use of school facilities by groups and organizations, subject to fees and insurance as required.

GROUP

**FACILITIES AND DATES/TIMES** 

#### **REQUESTING WAIVERS:**

GROUPS NOT SUI	BJECT TO FEES OR	WAIVER DUE TO	O TIME OF USE OF	R PREVIOUS WAIVER:
P.A.L.	Sprague gym:	9/23-11/25/14	Tues. & Thurs.	5:00-8:00pm

Ofc. F. Santopietro

(cheerleading practice)

Kris Ducante

Reed café: Thurs., Nov. 6th (snow date: Nov. 13th) 4:00-8:30pm

#/8

Bridge to Success

(Family group forum)

MONIES COLLECTED TO DATE:	\$ 18,584.00
Approved:	

Kathleen M. Ouellette, Ed. D. Superintendent of Schools

These activities are completed and have been billed:

Nationals, Inc. Ct. Dance Theatre Y.M.C.A.

Felix M. Rodriguez

# Reed Elementary School 203-574-6884 DEPARTMENT OF EDUCATION - WATERBURY, CONNECTION - SCHOOL BUSINESS OFFICE 236 GRAND ST., WATERBURY, CT 06702 USE OF BUILDING PERMIT TYPE OR USE PEN AND PRESS FIRMLY

**OONTRACT#** 

APPLICANT Kas Ducante NAME OF ORGANIZATION Bridge to Success
ADDRESS 100 N. Elm Street Worterbur, 06702 TELEPHONE & 203-754-0040
A CONTRACTOR OF THE PROPERTY O
SCHOOL REQUESTED Red DATES 11/6/14/11/3/14 ROOMS) Cafetonium
OPENING TIME 4:00 m CLOSING TIME 8:30 pm PURPOSE Family Engagement porto focus group forum (actual time 5:30 - 17:30 pm) CHARGE TO BE DEVOTED TO Ma
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT! ADULTS 30 CHILDREN 10
SIGNATURE OF APPLICANT Kutse Durante DATE 9/2/14
PERSON(3) NAME, ADDRÉSS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION;
In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings.
A proper of the second of the
SCHEDULE OF RATES: CUSTODIAL FEES:
RENTAL FEES)
MISCELLANEOUS FEES:
SECURITY DEPOSIT \$ 250 INSURANCE COVERAGE YES NO .
PLEASE READ THE FOLLOWING CAREFULLY
APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKE PRIOR TO THE ACTIVITY.
A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION ( IF APPLICABLE)
IF SOHOOL IS DANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE DANCELLED ALSO,
THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.
CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.
POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER, PLEASE CALL EACH DEPARTMENT FOR INFORMATION, POLICE DEPT. 874-8983 FIRE DEPT. 587-9452
CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE; . PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).
KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-5210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)
PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.
T IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS  IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS  IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS
APPROVAL DATE
SCHOOL BUSINESS OFFICE
CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT SCHOOL BUSINESS OFFICE 236 GRAND ST., WATERBURY, CT 06702 . CONTRACT# USE OF BUILDING PERMIT TYPE OR USE PEN AND PRESS FIRMLY (stata) (zip code), SCHOOL REQUESTED OPENING TIME CLOSING TIME ADMISSION (if any) CHARGE TO BE DEVOTED TO APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS CHILDREN SIGNATURE OF APPLICANT PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: SAME In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. (PLEASE INITIAL) SCHEDULE OF RATES: CUSTODIAL FEES: RENTAL FEES: MISCELLANEOUS FEES: SECURITY DEPOSIT \$ ÍNSURANCE COVERAGE PLEASE READ THE FOLLOWIN APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY. A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION ( IF APPLICABLE) F SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO. HERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE. ANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED, OLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER, PLEASE CALL EACH EPARTMENT FOR INFORMATION. POLICE DEPT. 574-6983 FIRE DEPT, 597-3452 LL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE). CHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE PT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE) SASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS, 3 AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS L BE RIGIDLY ENFORCED. ROVAL DATE SCHOOL BUSINESS OFFICE CKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE NO CASH WILL BE ACCEPTED. OOL BUSINESS OFFICE.

# EDUCATION WATERBURY PUBLIC SCHOOLS

#196 Balancia

English Language Arts (ELA) Instructional Tutor

General Statement of Duties: Under the direction of the K-5 ELA Supervisor and the supervision of the School Principal and Vice Principal, tutors provide educational support/intervention to students who are academically at-risk in ELA

#### Specific Example of Duties:

- 6 Works with the teachers and reading specialists/facilitators to establish remedial groups and focus areas for instruction.
- Performs Tier II and/or Tier III interventions for at risk students in ELA.
- Maintains a daily intervention log of students receiving services which would include focus for instruction, materials used, attendance, progress, concerns, and other observations as appropriate.
- Conducts biweekly (Tier II) and/or weekly (Tier III) progress monitoring and adjusts interventions as appropriate.
- o Collaborates with the classroom teacher and reading specialists/facilitators in creating and monitoring appropriate academic interventions and assessment based on data and best practice.
- Communicates/discusses student progress and concerns with the classroom teacher, parents. administrators, and reading specialists/facilitator.
- Participates in data team meetings as appropriate.
- Participates in PD opportunities provided by the ELA department.

Qualifications: Valid state of CT elementary teaching certificate preferred. Must also possess the ability to maintain and foster a creative educational environment conducive to learning and participation. Applicant should be able to demonstrate sensitivity and respect for the needs and feelings of all children. Applicant should utilize patience, empathy and positive expectations while employing scientifically research-based reading interventions for at-risk students.

Work Year/Hours of Work: Part time. Maximum of 28 weeks at 15.75 hours per week (during school hours) with schedule based on the needs of the students and professional development opportunities.

Salary:

\$25.00 per hour

No Benefits

Note: This is a Part-Time, non-certified Grant Funded position; it exists as long as funds are available

Please submit letter of intent, non cert application, resume, and three references letters to:

James A. Murray, PHR Human Resources Administratort-Education 236 Grand Street Waterbury, Ct. 06702

Closing Date:

Until all positions are filled

## Kirsten E. Balancia, M. Ed.

142 Carriage Drive ■ Southbury, CT 06488 ■ 203-264-2464 rcbalancia@msn.com

September 11, 2014

Dr. Patricia Frageau
Duggan Elementary School
38 W. Porter St
Waterbury, CT 06708

Dear Dr. Frageau,

I have recently completed my Masters in Elementary Education through Grand Canyon University where I graduated with a 4.0 average. With an undergraduate major in Literature and Rhetoric from Binghamton University, I bring enthusiasm and knowledge to the elementary classroom where reading and writing are skills critical to all subjects but are especially important for reader's and writer's workshops.

My skill sets include researching, writing and producing press releases and newsletters geared to specific audiences. In book publishing where I worked as a publicist, I read books in order to write coherent, persuasive press releases to obtain media interviews for the author. Working for a community based hospital, I prepared several newsletters, each directed at a different audience.

Working with children is something that I value. I have volunteered for ten years in one of the kindergarten classes at Gainfield Elementary in Southbury, where I have worked with students individually, and in small groups during learning centers. I have worked with Girl Scout troops as a leader and volunteer for the past eight years. Most recently, I have taught Sunday school and now am serving as Youth Minister at our church in Newtown.

I am highly qualified and prepared to work with The Duggan School's children as an instructional tutor. Please contact me should you have any questions at 203-264-2464.

With regards,

Kirsten E. Balancia

#### WATERBURY PUBLIC SCHOOL DISTRICT 236 GRAND STREET, WATERBURY, CT 06702

#### APPLICATION FORM

#### FOR NON-CERTIFIED POSITIONS

Position	Applied	For:
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English Language Arts Instructional Tutor

#### Applicant is requested to answer each question completely and accurately. Application may be rejected or receive a lower evaluation because items are incomplete or omitted. PLEASE TYPE OR PRINT LEGIBLY IN INK Name Balancia Kirsten Ε. Address 142 Carriage Drive Home Phone (203) 264-2464 City, State, Zip Southbury, CT 06488 Work Phone (914) 806-7921 Mailing Address (If different from above THE FOLLOWING QUESTIONS MUST BE ANSWERED "YES" OR "NO" GIVE DETAILS IN SPACE BELOW Are you eligible to work in the United States? Yes X□ No □ Have you ever been dismissed from employment for cause? Yes 🗆 No X□ If so, explain and state which jobs below. Have you ever been convicted of an offense against the law (including military offenses), are you now under charges of Yes $\Box$ No X□ any offense against the law? If your answer is "Yes," give details below, Show: date, charge, place, court and disposition. NOTE: a conviction per se is not a disqualifying factor. What you were convicted of, and how long ago are important. Give all the facts so that a decision can be made. EXPLANATIONS TO QUESTIONS ABOVE (Use additional paper if necessary)

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse.

Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your signature on this form is your consent to the drug test.

#### EMPLOYMENT HISTORY

Describe your employment history in detail under the headings below, starting with your present or last employer and list in reverse order. Indicate the nature of the work personally performed by you. If two or more positions were held during the same period of time, show the proportion of time spent at each. If your title and duties changed materially in the course of your service in any one organization indicate such changes clearly and as separate employments.

#### PRESENT OR LAST EMPLOYER Danbury Visiting Nurse Association (203)792-4120 Name of Employer Phone 4 Liberty Street Danbury CT 06810 Address City Zip Dates of Employment: Title of Position From (Mo/Yr) Physician Relations Manager Name and Title of Supervisor: Ann Faraguna 9/1991 To (Mo/Yr) Description of Duties, Responsibilities, and Significant Accomplishments 6/2001 Confer with physician offices to educate them regarding VNA services with the goal of increasing VNA referrals by physician offices in greater Danbury area. Write, edit and produce monthly newsletters, brochures and press releases to educate community and physician offices regarding VNA services. Salary: Part time \$20,000 Starting Part time \$20,000 Ending No. of Hours 16 hours/week Worked Weekly: Reason for Leaving: To have a baby. PRIOR EMPLOYER

#### Genesis Healthplan (914) 476-6000 Name of Employer Phone 9 Executive Blvd Yonkers, NY 10701 Address City State Zip Dates of Employment: Title of Position From (Mo/Yr) Provider Relations Manager Name and Title of Supervisor: Sarelle Winick 6/1993 To (Mo/Yr) Description of Duties, Responsibilities, and Significant Accomplishments 8/1999 Supervised four sales representatives in three counties in New York to build physician networks, educate physician office staff, and maintain physician satisfaction with Medicaid managed care plan. Under my direction, grew network from a few dozen to several hundred physicians. Salary: Starting \$35,000 Ending \$55,000 No. of Hours Worked Weekly: 40+ Reason for Leaving: Moved to CT from NY and needed to find work closer to new home.

	PRIC	OR EMPLOYE	R	PROMING MANY	100 100 100 100 100 100 100 100 100 100	
Mercy Medical Center Name of Employer	( 516) 705-2525	and the second s	Phone			
_1000 N. Village Aven Address		Rockville Center, City	N Sta	Y ate	11571 Zip	
Dates of Employment: From (Mo/Yr) 6/1991	Title of Position Publicity/Community Relations Manager	Name and Title of Supervisor: Mike Quane, Director of Community Relations				
To (Mo/Yr) 6/1993	Description of Duties, Responsibilities, and Significant Accomplishments Researched, wrote, edited and produced monthly newsletter, brochures and press releases. Participated in fundraising activities.					
Salary: Starting	\$28,000					
Ending	\$33,000					
No. of Hours Worked Weekly:	Full time (40+)					
	Reason for Leaving: To take a position with	n more direct interaction	with physician of	fices.		
	E	DUCATION	CHANGE CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONT			
ndicate Last Grade	Name and Address of High School Last Att	tended	Date of Graduation or			
2	Baldwin Senior High School, Baldwin, NY		G.E.D. Awarded 1983, with honors Graduated top 10%			
Name of College Business or Technical Schools Attended	Address	Dates of Attendance	Number of Credits Completed	Type of Degree	List Major Subjects	
Grand Canyon University	3300 W Camelback Road Phoenix, AZ 85017	11/2011- 12/2013	48 credit hours (4.0 average)	Masters of Education	Elementary Education	
Binghamton Jniversity	4400 Vestal Pkwy East Binghamton, NY 13902	8/1983- 5/1987	128 credit hours (3.3 average)	Bachelor of Arts	Literature and Rhetoric	
		AAAAAA				
f you have any addition ours involved.	nal education or experience, or have taken SPECIA	AL COURSES, list these	below. Please in	clude: Where ac	quired and the total number	
/2013-12/2013: Studen	t teacher at Pomperaug Elementary School in Sou	nthbury, CT			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
/2004-6/2011: Volunte writing, spelling and ma	er in kindergarten classroom (3 hours per week) v th.	where I assisted students	in center work in	volving reading,	sight word development,	
	e employment opportunity for which you are appl adio (1 — Job Service (1 — Сипенt Employe	ying? r X□ Job Posting □	Professional J	ournal [i	Other	
	urposes, we are requesting the following informat equirements and for test validation purposes. Plea			only be used to	comply with Federal Equal	
emale XE W	Thite X (1) Black (1) Asian (Pacific Islands	ander) 🛭 Hispanio	o D Na	tive American [	ì	
ſale □ O	ther (specify)					

I certify that all statements made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I make any misstatements or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and Regulations.

I voluntarily give the Civil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations supplying such information.

Date: 9/10/2014 Signature Kirsten E. Balancia

# Kirsten E. Balancia, M. Ed.

142 Carriage Drive ■ Southbury, CT 06488 ■ 203-264-2464 <u>rcbalancia@msn.com</u>

". Kirsten Balancia is an excellent candidate for becoming a teacher. She has shown professional integrity and she has good background knowledge of early childhood development. She shows an excellent understanding of this individual child's needs and has taken the time to review the specific modifications and apply them successfully and with patience and flexibility. Kirsten is always prepared for her work and thorough in her planning. The child that she has been helping has benefited from her literacy reinforcement time and responded very well to the activities that Kirsten prepared."

> Marion A. Bouffard Kindergarten Teacher Southbury, CT

"...Her desire to interview me about what she had observed showed her eagerness to learn. Some of Kirsten's questions pertained to the assessments that would be used at the end of the science unit, as well as explanations on the different methods of instruction and how they related to the curriculum."

Mary Gaipa 4<sup>th</sup> Grade Teacher Southbury, CT

#### Professional Profile

Dedicated to creating and nurturing a love of learning in children.

#### Education

Master of Education, Elementary Education Grand Canyon University Online, 2013

Bachelor of Arts, Rhetoric and Literature State University of New York at Binghamton, 1987

#### **Key Qualifications**

- Literature major with professional experience in book publishing and newsletter writing.
- Ten-year volunteer in kindergarten classroom where I assisted students in center work involving math problems, reading, sight word development, writing and spelling.
- Trained as a Girl Scout leader. Active adult volunteer in 3 Girl Scout troops for nine years.
- Sunday school teacher volunteer and Youth Ministry Leader.

#### Computer Skills

Microsoft Word and PowerPoint

#### **Employment**

#### Professional Development in Education

Student Teacher, August to December 2013 Pomperaug Elementary School, Southbury, CT

#### Professional Development

Physician Relations Manager, August 1999-June 2001 Danbury Visiting Nurse Association, Danbury, CT

- Conferred with physician offices about VNA services.
- Write, edit, produce and distribute brochures, newsletters, and press releases.

#### Provider Relations Manager, June 1993-August 1999

Genesis Healthplan, Yonkers, NY

- Supervised four representatives in three counties in New York to build physician networks from the ground-up.
- Educated physician office staff on billing and referral procedures.
- Maintained physician satisfaction with Medicaid managed care plan.

"She designed meaningful tasks in order to meet the needs of all students, providing modeling and opportunities to practice skills through partnerships and group work. Questioning strategies were used to promote thinking and understanding of concepts. She worked hard to understand individual and diverse learning styles of all students..."

#### Publicity Manager, June 1991-June 1993

Mercy Medical Center, Rockville Centre, NY

- Wrote, edited, produced and distributed several newsletter, brochures and press releases.
- Participated in execution of fundraising activities.

#### Publicity Manager, January 1990-June 1991

Harcourt Brace Jovanovich, New York, NY

• Created national media tours for published authors, including written materials for publicity kits and book reviews.

#### Publicity Associate, May-December 1989

Penguin USA, New York, NY

 Created national media tours for published authors, including written materials for publicity kits and book reviews.

#### Publicity Assistant, September 1987- May 1989

Berkley Books, New York, NY

- Assistant to Publicity Director.
- Assisted with book reviews and media tours for authors.

#### References

Available upon request.

# EDUCATION WATERBURY PUBLIC SCHOOLS

Rotella Interdistrict Magnet School Instructional Tutor (Math) HOUCK

General Statement of Duties: Under the supervision of the School Principal and Vice Principal, tutors provide educational support to students who are academically at-risk.

(not limited to the duties listed below)

Specific Example of Duties: Supports classroom teachers and other faculty with the instruction of K-5 students. Performs in-class tutoring services in math and other academic areas as needed. Works one-on-one and in small group instructional settings. Collaborates with the classroom teacher and specialists in providing appropriate academic tutoring services and feedback. Maintains a daily log of students receiving services which would include progress reports, problems, concerns and other observations. Works with the teachers to establish remedial groups that may be serviced in the classroom. Generates and corrects material to reinforce skills identified as weak

in the classroom. Generates and corrects material to reinforce skills identified as weak and in need of reinforcement. Polls the teachers to try to establish areas of difficulty experienced by students on the CMT's and other assessments. Performs other related duties as required by the School Principal or Vice Principal.

Qualifications: Connecticut teaching certification for elementary grades (K-5), Strong math background is preferred. Must possess the ability to maintain and foster a creative educational environment conducive to learning and participation. Should demonstrate sensitivity and respect for the needs and feelings of all children while utilizing patience, empathy and positive expectations.

Work Year/Hours of Work: Maximum of 10 months. Maximum of 18 hours per week (during school hours) with scheduled based on the needs of the students.

Salary:

\$25.00 Per hour

No Benefits

Note: This is a Part-Time, Grant Funded positions, that exist as long as funds are available.

Please submit letter of intent, application for professional position, resume, and a copy of appropriate certification to:

James A. Murray
Human Resources Assistant-Education
236 Grand Street
Waterbury, Ct. 06702
Until Position Is Filled

Closing Date:

### WATERBURY PUBLIC SCHOOL DISTRICT 236 GRAND STREET, WATERBURY, CT 06702

SEP 1 6 2014

### **APPLICATION FORM**

FOR NON-CERTIFIED POSITIONS

Position Applied For:	1		Mical
Applicant is requested to answer each question completely and acceptalization because items are incomplete or omitted.	urately. App	plication may be rejected or receive a low	ver .
PLEASE TYPE OR PRI	NT LEGIB	BLY IN INK	
Name Houck Sharon J	<u>-</u>		
Address 484 Cardinal Lane		Home Phone 203-272-0	<u>25</u> 60
City, State, Zip Cheshire Congression	<u>0</u>	Work Phone ()	
Mailing Address			
(If different from above			
THE FOLLOWING QUESTIONS MUST BE ANSWER GIVE DETAILS IN			
Are you a citizen of the United States?	Yes 🗵	No 🗆	H-WO-WOLKE DON'S
Have you ever been dismissed from employment for cause? If so, explain and state which jobs below.	Yes □	No	
Have you ever been convicted of an offense against the law (including military offenses), are you now under charges of Yes [ any offense against the law? If your answer is "Yes," give details below, Show: date, charge, plac NOTE: a conviction per se is not a disqualifying factor. What you v long ago are important. Give all the facts so that a decision can be n	ce, court and vere convicte	No√ I disposition. ted of, and how	
EXPLANATIONS TO QUESTIONS ABOVE (Use addi		per if necessary)	<u> </u>
		·	
			<del></del>

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse.

Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your signature on this form is your consent to the drug test.

### **EMPLOYMENT HISTORY**

Describe your employment history in detail under the headings below, starting with your present or last employer and list in reverse order. Indicate the nature of the work personally performed by you. If two or more positions were held during the same period of time, show the proportion of time spent at each. If your title and duties changed materially in the course of your service in any one organization indicate such changes clearly and as separate employments.

	PRESENT OR LAST EMPLOYER
Hamolew Name of Employer	Public Schools (203-407-2000)
	m Ace, Hamden, CT O6518
Address Dates of Employment:	City State Zip  Title of Position Name and Title of Supervisor
From (Mo/Yr) Sept 2012 To (Mo/Yr)	Math Tutor Michael
1.	Description of Duties, Responsibilities, and Significant Accomplishments
Present Salary: ( Starting ( . 23	tutor grades k-6 students in Math. I
	per hour took obildren individually as usell
Ending	teachers in the classican.
No. of Hours Worked Weekly:	Reason for Leaving
(	PRIOR EMPLOYER
Hamde w Name of Employer	Public School (293-407-2000)
Rut nam	
Dates of Employment:	Taran Batto Bip
From (Mo/Yr)	Name and Title of Supervisor
From (Mo/Yr)	Name and Title of Supervisor
From (Mo/Yr)  To (Mo/Yr)  June 2012	Name and Title of Supervisor  I C C Tree C  Description of Duties, Responsibilities, and Significant Accomplishments
From (Mo/Yr) Second 10(0) 7 To (Mo/Yr)	Name and Title of Supervisor
From (Mo/Yr)  Section 1993  To (Mo/Yr)  June 2012  Salary:	Name and Title of Supervisor  I C C C C C  Description of Duties, Responsibilities, and Significant Accomplishments
From (Mo/Yr) St. CR. 1993 To (Mo/Yr)  June 2012 Salary: Starting	Name and Title of Supervisor  I C C Tree C  Description of Duties, Responsibilities, and Significant Accomplishments
From (Mo/Yr) St. CR. 1993 To (Mo/Yr)  June 2012 Salary: Starting	Name and Title of Supervisor  I C C Tree C  Description of Duties, Responsibilities, and Significant Accomplishments

panta-al-group To and the pantage of	PRIOR EMPLOYER
Brig	arwood Cillago (860-128-4751
Name of Employer	Phone
1-1-1	Vernon Ave Southwaten, a
Address  Dates of Employment	City State Zip  Title of Position Name and Title of Supervisor
From (Mo/Yr)	
To (Mo/Yr)	Description of Duties, Responsibilities, and Significant Accomplishments
1990 - 20	
Salary:	
Starting	that and not pass the placement test in Math.
Ending	As an admissions representative I want to high
	Schools + College Foirs to inform and recruit
No. of Hours Worked Weekly:	Students Co-Brian wood College.
	Reason for Leaving
***************************************	EDUCATION
Indicate Last Grade	Name and Address of High School Last Attended Date of Graduation or
Completed	Name and Address of High School Last Attended Date of Graduation or G.E.D. Awarded
12	Handen Hick School 1967
	The second secon
Name of College	Address Dates of Number of Type of List Major
Business or Technical Schools	Attendance Credits Degree Subjects
Attended	Completed
9000	
3csu_	Wew Hoven, Ct 167-1971 all B3 Itermediate Ed
	MS Forty Echocotion
	6th ar Early Childhood
	d Science
f you have any addition	onal education or experience, or have taken SPECIAL COURSES, list these below. Please include: Where acquired and the total number of
nours involved.	
How did you learn of th	he employment opportunity for which you are applying?
	Radio 🛘 Job Service 🗘 Current Employer 🛈 Job Posting 🖟 Professional Journal 🖂 Other
For equal opportunity p	purposes, we are requesting the following information. This information is optional and will only be used to comply with Federal Equal
Employment reporting t	requirements and for test validation purposes. Please check the appropriate groups below:
Female X V	White Black [] Asian (Pacific Islander) [] Hispanic [] Native American []
Male 🛭 C	Other (specify)
(MC-360250)	
certify that all stateme; nake any misstatements	ents made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I is or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and
ceguiations.	
ast emproyment and ac	ivil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my ctivities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations
upplying such informat	tion.
ate 9/1/	Signature S. A. A. A. A.

Revised 8/06

### RESUME of EXPERIENCE-SHARON J. HOUCK

HOME ADDRESS - 424 Cardinal Lane, Cheshire, Connecticut, 06410

Cell - (203) 631-7600 Home (203) 272-0560 email - jubajive@sbcglobal.net

### INTERESTED IN:

### **EDUCATIONAL TUTORING**

### **CAREER OBJECTIVES**

- > To improve the math skills of students.
- > To make a positive impact to the learning experience of my students.
- > <u>To leverage my extensive classroom education experience</u> to add to the learning effort of students.
- > To apply my public school classroom experience to relate the learning experience of my students to my supervisors, and (when appropriate) to their parents.
- > To always conduct myself in an ethical, honest and professional manner.
- > To demonstrate how a positive attitude and a team centered approach can make a difference in the progress of any student.

### CAREER SKILLS

- ▶ BS, MS and 6<sup>th</sup> year degrees in Education from the University of Southern Connecticut.
- ➤ Ability to identify and act upon the specifics educational needs of each individual student.
- > Strong organizational skills in putting forth a plan of action for each individual student, to document those actions, and relate it to progress made in meeting the individual needs of the student
- Working with a multi-skilled team to maximize the potential of each student.
- ▶ Professionally certified in grades K 8 in the State of Connecticut.

### CAREER ACCOMPLISHMENTS

- ➤ 2 years of SRBI math tutoring and math and reading intervention tutor.
- > 25 years of classroom instruction in a public school setting (now retired).
- > 15 years of instruction to college adults in remedial math courses.
- ➤ 6 years as an admissions and recruiting representative for Briarwood College (now Lincoln Technical College of New England).
- ➤ Working with various educational initiatives through the Hamden School District as well as Dunbar Elementary School to track educational progress and implement improvements to instruction.
- ➤ Planned individual remedial programs for grade 1 3 students in after school and summer programs.

### WORK EXPERIENCE - MOST RECENT FIRST

2102 - 2014 - Math tutor for grades K-6 at Shepherd Glen School, Hamden, Connecticut.

**1993 – 2012 Elementary Classroom Teacher** – 4<sup>th</sup> grade at Ridge Hill School and 1<sup>st</sup> and 2<sup>nd</sup> grades at Dunbar Elementary School, Hamden Public School System (retired at end of 2012 school year).

**1992 – 2007 Briarwood College** (now Lincoln Technical College – Southern New England). Worked in the classroom as a remedial math instructor for incoming students. Served as an admissions representative in recruiting High School students to the college.

1992 – Career Resource Assistant – Cheshire High School, Cheshire Public School System. In this position, I assisted Junior and Senior year students with their career and/or higher education searches. I also managed the career resource center, which involved ordering and cataloguing all career and education search resources material. Published newsletter for juniors and seniors, and arranged visits by college representatives.

1988 – 1989 Substitute Teacher for the Cheshire and Hamden Public School Systems at both the Elementary and Junior High School levels.

1987 - 1988 Computer Processing Institute – High School Admissions Representative. Recruited from local High Schools at college/career fairs. Extensive public relations with prospective students, teachers, guidance counselors and parents.

**1971 – 1977 Elementary Classroom Teacher** – Alice Peck School, Hamden Public School System. Worked on a team of 3-5 teachers instructing grades 4 – 6. I voluntarily left this position to raise my two daughters.

### INTERESTS AND COMMUNITY ACTIVITIES

Served on the Prison Advisory Committee for the past 25 years. This committee was formed to serve as a communications link between the 5 State prisons in Cheshire, and the Town council. The work done by this committee has vastly improved relations since its inception, and diffused serious safety issues arising from the operation of the prisons.

Mt. Laurel Skiers -Served on the Board of Directors of this 500 member ski and social club. Mt. Laurel actively promotes outdoor sports activities throughout the year. Mt. Laurel is currently working to acquire a year-round lodge in Ludlow, Vermont, and I am working on the committee charged with this effort.

**Currier Woods condominium community –** I have served on the Board of Directors and was on the landscaping committee.

### **EDUCATION**

Bachelor of Science in Education from the University of Southern Connecticut

Master of Science in Education from the University of Southern Connecticut

6th year certificate from the University of Southern Connecticut

"THE EXCE OF THIS CENTRICATE TAS A TEXTURED BLUE (NOT WHITE) BACKGROUND.

STATE OF CONNECTICUT

Mark K. McQuillan
Commissioner of Education

State Board of Education

Tank &

Fancy L. Pugliese Chief Bureau of Educator Preparation, Certification, Support and Assessment

SHARON J. HOUCK

PROFESSIONAL EDUCATOR

August 10, 2008 TO August 09, 2013

8/10/2008

Grades 1 Through 8 (004)

(End of List)

### FROM THE DESK of SHARON J. HOUCK

Phone - (203) 272-0560 Cell - (203) 631-7600 email - [ubajive@sbcglobal.net

September 15, 2014

Reference to position:

Rotella Interdistrict Magnet School Instructional Tutor (math)

Waterbury, Connecticut

To whom it may concern:

I am applying to the posting regarding the position mentioned above.

I am very interested in joining your team as a math tutor, and look forward to working with you to improving the lives of the students that you serve.

- ❖ I have a commitment to the educational needs of children, and will bring this commitment to fruition in meeting the individual educational needs of the students that I will be instructing.
- I would serve you with the classroom skills honed over the years to patiently identify the areas of approach that will motivate the student to achieve to their maximum potential.
- I have worked as math tutor in a collaborative school environment for the past two years. I have worked individually with students, as well as with small groups. In this position, I have also been called upon to assist teachers in their classrooms.
- I have extensive experience in identifying areas for improvement, and know how to formulate educational goals for individual students and to articulate those goals to supervisors and parents.

I have attached my resume of skills and experience for your review, and look forward to hearing from you soon.

Best regards,

Spacon J. Howck

### EDUCATION WATERBURY PUBLIC SCHOOLS English Language Arts (ELA) Instructional Tutor



**General Statement of Duties:** Under the direction of the K-5 ELA Supervisor and the supervision of the School Principal and Vice Principal, tutors provide educational support/intervention to students who are academically at-risk in ELA

### Specific Example of Duties:

- Works with the teachers and reading specialists/facilitators to establish remedial groups and focus areas for instruction.
- Performs Tier II and/or Tier III interventions for at risk students in ELA.
- Maintains a daily intervention log of students receiving services which would include focus for instruction, materials used, attendance, progress, concerns, and other observations as appropriate.
- Conducts biweekly (Tier II) and/or weekly (Tier III) progress monitoring and adjusts interventions as appropriate.
- Collaborates with the classroom teacher and reading specialists/facilitators in creating and monitoring appropriate academic interventions and assessment based on data and best practice.
- Communicates/discusses student progress and concerns with the classroom teacher, parents, administrators, and reading specialists/facilitator.
- Participates in data team meetings as appropriate.
- Participates in PD opportunities provided by the ELA department.

**Qualifications:** Valid state of CT elementary teaching certificate preferred. Must also possess the ability to maintain and foster a creative educational environment conducive to learning and participation. Applicant should be able to demonstrate sensitivity and respect for the needs and feelings of all children. Applicant should utilize patience, empathy and positive expectations while employing scientifically research-based reading interventions for at-risk students.

Work Year/Hours of Work: Part time. Maximum of 28 weeks at 15.75 hours per week (during school hours) with schedule based on the needs of the students and professional development opportunities.

Salary:

\$25.00 per hour

No Benefits

Note: This is a Part-Time, non-certified Grant Funded position; it exists as long as funds are available

Please submit letter of intent, non cert application, resume, and three references letters to:

James A. Murray, PHR Human Resources Administratort-Education 236 Grand Street Waterbury, Ct. 06702

Closing Date:

Until all positions are filled

August 10, 2014

Dear James A. Murray,

I am excited to apply for the position of Instructional Tutor- READ 180 Program at Carrington School for the 2014-2015 school year. I have known that I have always wanted to work with children. For me, working students with disabilities is my aspiration. I have a Bachelor's of Science in Education with options in Elementary and Special Education (K-12). I am also certified in Special Education.

My teaching experience ranges from third to fifth in the general education classroom. I have worked with students with various disabilities from second to fifth grade, including Autism and Down Syndrome. Since 2011 to the present time, I have been working as a Special Education Aide. I give academic support in Reading, Writing and Math to students. Under the direction and supervision of the General Education and Special Education Teacher, I implement the IEP, while giving instructional support one-on-one and in small groups.

I decided to major in Childhood Studies because I love working with and helping people, especially children. I felt this field of work was the best way for me to do that. Helping children is very rewarding. I enjoy seeing a smile on a student's face after working with a difficult problem or task. I seem to always be thinking of new ways I can help the students. Whether it is using new and different manipulatives or changing the way I introduce a topic.

My life experiences have helped me determine that I want to a teacher. I have had a few teachers that have had a major impact on who I am today. I only hope I can do that for my students.

EDUCATION - PERSONNEL

Sincerely,

Patricia A. Moynihan

Patricia A. Magnetian

## WATERBURY PUBLIC SCHOOLS 236 Grand Street Waterbury, Connecticut 06702

Application for Professional Position (Please type or print)
Name Mouly Will A
Address W Charles Oak Drive Water Dwn (#1. O6795 Phone (20) 232-4689  Email Address DWOVN   Mark Gode Communication Communicatio
il you wis
If your preference is grades 6 – 12, list subjects: 1.
If your training and preference is for a Special Service Assignment (Administration, Guidance, General Services, Speech Pathologist, School Psychologist, Social Worker, Special Education or Other) please indicate that here:  Figure 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Please indicate:  Ves. No  Upresently hold a Connecticut Teaching Certificate. Endorsement (Subject and Grade) Special Fill (Education 165 Valid through August 2015
My Connecticut certification is pending. I should receive it on (Attach letter of explanation regarding certification).
Thave successfully completed the Praxis I exam (Attach results). Aes No I have successfully completed the Praxis II exam (Attach results).
☐ I may be eligible for a Durational Shortage Area Permit (DSAP) in  (DSAP requires Praxis I and 12 completed credits in the subject/content area). Subject Area
Endorsement (Subject and Grade)
I am authorized/eligible to work in the United States.
My highest level of education is: BA/BS L, BA+15 BA+30/MA MA+15 MA+15 MA+30/6 <sup>th</sup> Year Ph.D.

EDUCATIONAL PRI High School (name and location)	HOLY Cross High Sch	High School (name and location) HOLY CYCS HIGH School (name and location) HOLY CYCS HIGH School (name and location)		Date Graduated June 2006
College	Location	Course of Study	From	To Date Graduated / Degree
Aymanh State	Dymuth, DF	Childhood Studies: Sept 2000 May 2010 Hay 2010	Sept 2000 May	2010 May 2010
		Elementary and		Childhood Studies
eco.		Special Palication		Bachelor
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# STUDENT TEACHING AND INTERNSHIP

		1		
Subjects and Grades		Memoritary forage	Special Ed Grade	ため
Location	City State	Perter Brunstear		,
School		Rynnstead Elementuy		
 To	Mo. Yr.	May 2010		
From	Mo. Yr.	Januara 2010	No.	

EDUCATIONAL WORK EXPERIENCE - Exclusive of student teaching and internship. (List most recent first)

School Location Nature of Position Years  Vead Elementary Ansonia, Company C	
ad Elementary Ansonia, Of Special Ed. Aide	
ad Elementary Ansoinia, CT Special Ed. Aide	routh Yr.
	,

## MILITARY SERVICE

Branch of Service Rank Include Verification Form DD 214

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse.

Years Served

Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your signature on this form is your consent to the drug test. Nature of Work INDICATE ANY ACTIVITIES YOU ARE CAPABLE OF DIRECTING OR COACHING SUCCESSFULLY; State Other (Please list) Location 会がたから Soccer Band Class Advisor ¿Club Advisor Swimming A earbook Name of Company, Firm, Institution, etc. Yes Yes Mo Cheerleading Softball **Tennis** Drama Are there any criminal charges pending against you at this time? Rifle Have you ever been convicted of a criminal offense? Derember 2011 If yes, please state nature, date and disposition Xr. Student Government Intramurals Mo. Baseball Football Chorus Yr. Ę From

OTHER WORK EXPERIENCES (Business, Trades, Summer Occupations, Social Services, etc.)

# PLEASE ATTACH A BRIDE STATEMENT OF YOUR EDUCATIONAL PHILOSOPHY AND LONG RANGE GOALS N EDUCATION.

If yes, please explain

# APPLICANT PLEASE READ CAREFULLY AND SIGN

The information contained herein is complete and accurate to the best of my knowledge and belief. The Waterbury Board of Education has my permission to verify any information set forth by me on this form. understand that any misrepageentation of facts on this application disqualifies me from further consideration for employment, or if I am hired, is sufficient cause for dismissal.

2012

ignature //

The Waterbury Board of Education is an Affirmative Action Equal Opportunity Employer and does not discriminate against any employee or prospective employee because of race, color, religious creed, sex, age, national origin, or any handicap, unrelated to the position. If you feel that you are discriminated against in the consideration of your application or at any time throughout the application process, please contact the Superintendent of Schools within ten working days of the alleged occurrence. The Waterbury Board of Education has made every effort to comply with Title IX Rules and Regulations in this Application for Employment.

### WATERBURY PUBLIC SCHOOLS 236 GRAND STREET WATERBURY, CT 06702

I hereby authorize the Waterbury Public School District to contact any of the educators, employers or references listed on my application. I also authorize such educators, employers or references to release to the Waterbury Public School District any and all information (including documents and/or other reports) regarding my education, employment history or any other matter related to my application for employment with the Waterbury Public School District.

Name: (printed) // Natricio

Patricia A. Mayin

Signature:

Date:

Vatruen (1. Ma.

Revised 03/09 CD

My philosophy as an educator is to strive to help students realize their full potential, especially those with disabilities. In the classroom, student learning should be enhanced by creating opportunities for the students to be actively engaged in a variety of activities. It is important to have differentiated activities that meet the needs of the students. It is also important to have cooperative learning situations and real world learning experiences for the students so they can better relate to the world around them.

It is important to set goals and have data collection to show student progress. This will show student strengths and weaknesses. Looking at the strengths and weaknesses of the students would give a better focus for the lesson plans. Also, student portfolios allow students to see their own progress as well.

In addition, students must have a safe learning environment. To create this safe learning environment, it is important to have strong behavioral management skills. I believe it is important to have a positive attitude in the classroom. I believe it is important to give positive reinforcement for a student's good work.

I have been working as a Special Education Aide for the past three years. I hope to use my Special Education certification to teach students at the elementary school level. After a year or two of teaching, I hope to go to Graduate School to get my Master's in Special Education. I want to learn more about Autism and Down Syndrome in hopes of working with them closer.

Patricia Moynihan

Patricia Magnihan

### Patricia Moynihan 100 Charter Oak Drive Watertown, CT 06795 pmoynihan329@gmail.com Cell: 203-232-4689

### Education:

Plymouth State University- Plymouth, NH

Graduation: May 2010

B.S. Childhood Studies, Teacher Certification K-8 Option, General Special Education (K-12)

### Activities

Student Support Foundation- January 2009- December 2009

Childhood Studies Club September 2008 - December 2009

Plymouth State University Volunteers September 2006- December 2006; September 2008- May 2009

### Classroom Experience

Special Education Instructional Assistant- September 2011 - Present

- Mead Elementary School Ansonia, CT
  - Worked one-on-one and in small groups with special needs student
  - o Implemented IEP goals
  - o Modified and taught work in a general education and special education classroom
  - Taught life skills

Special Education Student Teaching-April 2010-May 2010

- Barnstead Elementary School Center Barnstead, NH
  - O Planned and taught lessons to small group
  - O Worked one-on-one with students in general education classroom
  - Observed students in the general education setting
  - O Attended IEP meetings and meetings with the paraprofessionals

3rd Grade Student Teaching- January 2010- April 2010

- Barnstead Elementary School Center Barnstead, NH
  - O Taught all subject areas with the help of the classroom teacher and by myself (Soloing)
  - O Incorporated the rules and routines of the classroom teacher
  - o Worked one-on- one with students
  - Conferenced with students during Writing and Self- Selected Reading to identify where they are struggling or have improved

4th and 5th Grade Practicum Student-September 2009-December 2009

- Jennie Blake-Hill Elementary School Hill, NH
  - O Taught 4 lesson plans in a classroom that is shared by both the 4th and 5th graders
  - Observed how the split classroom is organized
  - O Worked one- on- one with students

3rd Grade Practicum Student-February 2009- May 2009

- Pleasant Street Elementary School Laconia, NH
  - O Taught 3 lesson plans over 10 weeks
  - O Interacted with the students and helped them with questions they had about the assignments
  - Observed the procedures and routines in the classroom

4<sup>TH</sup> Grade Practicum Student October 2007

- Linwood Elementary School Lincoln, NH
  - Observed for 20 hours for two of my classes
  - Watched a student to examine his patterns of behavior
  - O Monitored the difference in learning between two students

### Honors & Awards

Dean's List -Spring 2007

## STATE OF CONNECTICU

Stefan Pryor

Commissioner of Education

State Board of Education

Unaky L. Pugliese, Chief Bureau of Educator Standards and Certification

## PATRICIA A. MOYNIHAN

Educator ID Number:

INITIAL EDUCATOR

Certificate Number:

Endorsement Date

August 31, 2012 TO August 30, 2015

Special Education: Comprehensive, Grades K through 12 Endorsement Code Endorsement Description

(End of List)

(See Important Information On Back)



### Adela Jorge-Nelson Bilingual/ESOL Department Supervisor

### Waterbury Public Schools

### Bilingual /ESOL Education Department

One Jefferson Square, Waterbury, Connecticut 06702 Phone (203) 574-8288 Fax (203) 573-6687

Email: bilesol@waterbury.k12.ct.us

Rodriguez

### Title:

### Compliance Review Specialist/Tech. Support Personnel

### **Qualifications:**

- Ability for understand statistical procedures
- Extensive computer skills as well as in depth knowledge of AS400, Windows, Microsoft Access, hardware and software installation, and PC troubleshooting
- Excellent communication skills
- Experience and sensitivity to multicultural and multilingual populations
- An independent and innovative thinker with the ability to develop logical solutions
- Able to follow directions and also make changes or adapt where necessary with the need for additional direction
- Bilingual preferred (English/Spanish)
- Relevant training equal to three years demonstrated in above responsibilities or BA in Information Technologies,
   Computer Science or other related field

### Summary of Work:

- · Maintain, request, and update data daily on students and staff related to ELLs in the district
- Assist supervisor and Language Assessors with data on new state and district assessments
- · Maintain and display data requested on federal and state forms in a variety of ways for compliance issues
- Attend meetings with supervisor, for the purpose of training, presenting, and defending statistical data
- Interact and work with staff of the Bilingual/ESOL Education Department and other programs as well as counselors, administrators, and classroom teachers as needed
- Provide technical support to Instructional Software, programs and other personnel as needed
- Train and support Bilingual/ESOL Education Department staff in various software applications
- Assist in educational research and data gathering related to English Language Learners (ELL) issues
- Assist supervisor in presentation of reports
- Act as a liaison between the Bilingual/ESOL Education Department for any information technology issues
- Any and all responsibilities as determined by Superintendent of Schools and/or the Supervisor of Bilingual/ESOL Education Department

Reports to: Bilingual/ESOL Education Department Supervisor or designee

<u>Terms of Employment:</u> This is not a Civil Service position. This is a twelve month, non-union, grants funded position, and is funded as long as the Title III & Bilingual Grant funds are available. Fringe benefits governed by the SEIU Collective Bargaining Agreement for grant employees.

Salary: \$21.98 - \$23.57 Per hour

<u>To Apply:</u> Please submit letter of intent, resume, non-certified application, transcripts and 3 letters of reference to:

James A. Murray, Human Resources 236 Grand Street Waterbury, CT. 06702

**Closing Date:** 

Until the position is filled

Revised 7/1/14

### Manuel E. Rodriguez 15 Richmond Ave Apt 3 Waterbury, CT 06705

September 2, 2014

James A. Murray Human Resources 236 Grand Street Waterbury, CT 06702

**RE:** Compliance Review Specialist position

Dear Mr. Murray:

I am interested in applying for the Compliance Review Specialist (full-time) position at the Bilingual/ESOL Education Department of the Waterbury Public Schools. My resume and application are enclosed for your review.

My qualifications are the following:

- An independent and innovative thinker with the ability to develop logical solutions
- Proven ability to analyze data inconsistencies and compliance
- Proven work experience in evaluating, defining and implementing deliverables
- Strong ability in data analysis, problem-solving solutions, and understanding statistical procedures
- Extensive computer skills as well as in depth knowledge of AS400, Windows, MS Access, MS
   Excel and Word, and technical support
- Able to follow directions and also make changes or adapt where necessary with the need for additional direction
- Excellent communication skills and bilingual in English and Spanish
- Experience and sensitivity to multicultural and multilingual populations
- Demonstrated in above responsibilities more than three years with Bachelor of Science in Business and Associate of Science in Data Processing Technology.

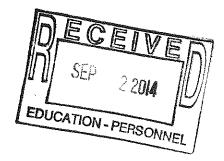
In addition, I also have extensive experience working previously for the Bilingual/ESOL Education department at the City of Waterbury.

Thank you for your consideration.

Sincerely,

Manuel E Rodriguez

Enclosure



### WATERBURY PUBLIC SCHOOL DISTRICT 236 GRAND STREET, WATERBURY, CT 06702

### **APPLICATION FORM**

### FOR NON-CERTIFIED POSITIONS

Applicant is requested to answer each question completely and accurately. Application may be rejected or receive a lower evaluation because items are incomplete or omitted.  PLEASE TYPE OR PRINT LEGIBLY IN INK  Name Rodriguez Manuel E Last First M.I.  Address 15 Richmond Ave Apt 3 Home Phone (203) 519-7492  No. Street  City, State, Zip Waterbury, CT 06705 Work Phone Mailing Address  (If different from above  THE FOLLOWING QUESTIONS MUST BE ANSWERED "YES" OR "NO" GIVE DETAILS IN SPACE BELOW  Are you eligible to work in the United States? Yes No S  Have you ever been dismissed from employment for cause? Yes No X  If so, explain and state which jobs below.  Have you ever been convicted of an offense against the law (Including military offenses), are you now under charges of Yes No X  Any offense against the law?  If your answer is "Yes," give details below, Show: date, charge, place, court and disposition.  NOTE: a conviction per se is not a disqualifying factor. What you were convicted of, and how long ago are important. Give all the facts so that a decision can be made.		Applied For: nce Review Spec	ialist			
Name Rodriguez Manuel E Last First M.1  Address 15 Richmond Ave Apt 3 Home Phone (203) 519-7492  No. Street  City, State, Zip Waterbury, CT 06705 Work Phone (	Applicant i	is requested to answe	each question completely a	nd accurately.	Application	may be rejected or receive a lower
Address 15 Richmond Ave Apt 3			PLEASE TYPE OR	PRINT L	EGIBLY I	N INK
City, State, Zip Waterbury, CT 06705 Work Phone ( )  Mailing Address  (If different from above THE FOLLOWING QUESTIONS MUST BE ANSWERED "YES" OR "NO" GIVE DETAILS IN SPACE BELOW  Are you eligible to work in the United States? Yes X No Are you ever been dismissed from employment for cause? Yes No X  If so, explain and state which jobs below. Have you ever been convicted of an offense against the law (Including military offenses), are you now under charges of Yes Any offense against the law?	Name			E M.L		
Mailing Address  (If different from above  THE FOLLOWING QUESTIONS MUST BE ANSWERED "YES" OR "NO" GIVE DETAILS IN SPACE BELOW  Are you eligible to work in the United States?  Yes X No   Have you ever been dismissed from employment for cause? Yes No X  If so, explain and state which jobs below.  Have you ever been convicted of an offense against the law (Including military offenses), are you now under charges of Yes No X  Any offense against the law?  If your answer is "Yes," give details below, Show: date, charge, place, court and disposition.  NOTE: a conviction per se is not a disqualifying factor. What you were convicted of, and how long ago are important. Give all the facts so that a decision can be made.	Address	15 Richmond A	ve Apt 3 Street		Home	e Phone (203) _519-7492
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THE FOLLOWING QUESTIONS MUST BE ANSWERED "YES" OR "NO" GIVE DETAILS IN SPACE BELOW  Are you eligible to work in the United States?  Yes X No   Have you ever been dismissed from employment for cause?  Yes No X  If so, explain and state which jobs below.  Have you ever been convicted of an offense against the law  (Including military offenses), are you now under charges of Yes No X  Any offense against the law?  If your answer is "Yes," give details below, Show: date, charge, place, court and disposition.  NOTE: a conviction per se is not a disqualifying factor. What you were convicted of, and how long ago are important. Give all the facts so that a decision can be made.	Mailing A	Address				
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If so, explain and state which jobs below.  Have you ever been convicted of an offense against the law  (Including military offenses), are you now under charges of Yes \( \subseteq \text{No X} \)  Any offense against the law?  If your answer is "Yes," give details below, Show: date, charge, place, court and disposition.  NOTE: a conviction per se is not a disqualifying factor. What you were convicted of, and how long ago are important. Give all the facts so that a decision can be made.	Are you eli	gible to work in the U	***************************************			
EXPLANATIONS TO QUESTIONS ABOVE (Use additional paper if necessary)	If so, expla Have you e (Including Any offens If your answ NOTE: a co long ago ar	in and state which job ever been convicted of military offenses), are e against the law? wer is "Yes," give det conviction per se is not e important. Give all	os below. If an offense against the law If you now under charges of It ails below, Show: date, char It a disqualifying factor. What It have the facts so that a decision of	Yes □ ge, place, cou it you were co an be made.	No X rt and disposi	ition. nd how
	EXPLAN	IATIONS TO QU	ESTIONS ABOVE (Us	e additional	paper if no	ecessary)
The Wisterland Dulling Charles and the Committee of the C						

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse.

Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your signature on this form is your consent to the drug test.

### **EMPLOYMENT HISTORY**

Describe your employment history in detail under the headings below, starting with your present or last employer and list in reverse order. Indicate the nature of the work personally performed by you. If two or more positions were held during the same period of time, show the proportion of time spent at each. If your title and duties changed materially in the course of your service in any one organization indicate such changes clearly and as separate employments.

PRESENT OR LAST EMPLOYER					
<u>City of Waterbury Board of</u> Name of Employer	of Education (203 ) 574-8288 Phone				
236 Grand Street	Waterbury CT 06702				
Address  Dates of Employment:	City State Zip  Title of Position Name and Title of Supervisor				
From (Mo/Yr) 11/13	Title of Position  Compliance Review Specialist & Technical Support Personnel  Adela Jorge-Nelson, Supervisor of Bilingual/ESOL Education				
To (Mo/Yr) Present	Description of Duties, Responsibilities, and Significant Accomplishments				
Salary:	Perform compliance work and technical support services for the City of Waterbury's Bilingual/ESOL Education department.  Review and process the Student Admission requirements for the English Learners (ELs) into the AS400 Student Records System (SRS) in coordination with the Language Assessors of the Bilingual/ESOL Education Department.  Maintain, request, and update data daily on students and staff related to ELs in the district (e.g. Transfers, Withdrawals, Returns, and Program Changes).  Ensure data compliance through data analysis, collection, and reporting of the State Requirements for more than 2,000 ELs using the AS400 system and queries, Microsoft Access and Excel.  Create and distribute monthly EL class lists to the Instructional Leadership Directors (ILDs), Principals/VPs, Bilingual/ESOLTeachers, and Guidance Counselors (for HS only) of the 30 Waterbury Public Schools.  Collect, analyze, and distribute English Learners' student assessment and performance data (e.g., LAS Links, DRA, mCLASS, CMT, CAPT, and EDL) to the Principals/VPs, Teachers, and Administrators of the Waterbury public schools in order to drive instruction and monitor students' progress as well as report through various federal, state, and local reports in coordination with the Bilingual/ESOL Education, Technology, Research, Development and Testing Departments.  Evaluate the EL student assessment scores based on the Connecticut mastery standards, and notify the parents and school administrators of the students meeting exit criteria that no longer be receiving EL services.  Create and distribute the federal mandated annual Parent Notification letters for more than 2,000 EL students with information concerning the student's progress in English language proficiency based on the student assessments.  Collect, analyze, and report EL students in the Bilingual program for Partial Mainstream (20 months) and Bilingual Exit (30 months) projections. For the students meeting the Bilingual exit criteria, create and distribute the notification to the				
Starting	war.zo por nouc				
Ending					
No. of Hours Worked Weekly: 19.5					
	Reason for Leaving				

### PRIOR EMPLOYER

City of Waterbury Board	of Education		(203) 574-8288	
Name of Employer			Phone	
236 Grand Street		Waterbury	CT	06702
Address		City	State	Zip
Dates of Employment:	Title of Position	Name	and Title of Supervisor	
From (Mo/Yr) 09/13	Data entry/reporting contractor	Adela	Jorge-Nelson, Supervisor	of Bilingual/ESOL Education
			, , ,	3
To (Mo/Yr) 10/13	Description of Duties, Responsibilities, ar	nd Significant Accomplishm	nents	
	DRA, mCLASS, CMT, CAP public schools.  Evaluated the EL student asses school administrators of the student and distributed the fed information concerning the stutuation of the student and reposition of the parents identified as an EL.  Assisted in educational research Assisted supervisor in presenta	ibuted English Learners' st T, and EDL) to the Princi ssment scores based on the tadents meeting exit criteria ieral mandated annual Parer ident's progress in English I orted EL students in the B ojections. For the students and school administrators, th and data gathering related tion of reports for statistical badated data daily on student	nudent assessment and perf pals/VPs, Teachers, and A Connecticut mastery standa that no longer be receiving at Notification letters for me anguage proficiency based ilingual program for Partia meeting the Bilingual exit as well as update the SRS it to English Learners issues I purposes.	ormance data (e.g., LAS Links, administrators of the Waterbury and and notify the parents and EL services. One than 2,000 EL students with on the student assessments. Al Mainstream (20 months) and criteria, created and distributed a data for the students not to be
Salary: Starting	\$25 per hour			
	\$25 per bour			
Ending				
No. of Hours Worked Weekly: 20				
	Reason for Leaving			
	Completed the work contracted for 5 week	<u>(\$,</u>		

### PRIOR EMPLOYER

City of Waterbury Board	d of Education (203 ) 574-8288		
Name of Employer Phone			
One Jefferson Square Address	Waterbury CT 06702		
	City State Zip		
Dates of Employment:	Title of Position Name and Title of Supervisor		
From (Mo/Yr) 01/11	Compliance Review Specialist & Technical Support Personnel Adela Jorge-Nelson, Supervisor of Bilingual/ESOL Education		
To (Mo/Yr) 06/12	Description of Duties, Responsibilities, and Significant Accomplishments		
	Perform compliance work and technical support services for a mid-size end user group of the City of Waterbury's Bilingual/ESOL Education department.		
	<ul> <li>Perform compliance work and technical support services for the City of Waterbury's Bilingual/ESOL Education department.</li> <li>Reviewed and processed the Student Admission requirements for the English Learners (ELs) into the AS400 Student Records System (SRS) in coordination with the Language Assessors of the Bilingual/ESOL Education Department.</li> <li>Maintained, requested, and updated data daily on students and staff related to ELs in the district (e.g. Transfers, Withdrawals, Returns, and Program Changes).</li> <li>Ensured data compliance through data analysis, collection, and reporting of the State Requirements for approximately 2,000 ELs using the AS400 system and queries, Microsoft Access and Excel.</li> <li>Created and distributed monthly EL class lists to the Instructional Leadership Directors (ILDs), Principals/VPs, Bilingual/ESOLTeachers, and Guidance Counselors (for HS only) of the 30 Waterbury Public Schools.</li> <li>Collected, analyzed, and distributed English Learners' student assessment and performance data (e.g., LAS Links, DRA, mCLASS, CMT, CAPT, and EDL) to the Principals/VPs, Teachers, and Administrators of the Waterbury public schools in order to drive instruction and monitor students' progress as well as reported through various federal, state, and local reports in coordination with the Bilingual/ESOL Education, Technology, Research, Development and Testing Departments.</li> <li>Evaluated the EL student assessment scores based on the Connecticut mastery standards, and notified the parents and school administrators of the students meeting exit criteria that no longer be receiving EL services.</li> <li>Created and distributed the federal mandated annual Parent Notification letters for more than 2,000 EL students with information concerning the student's progress in English language proficiency based on the student assessments.</li> <li>Collected, analyzed, and reported EL students in the Bilingual program for Partial Mainstream (20 months) and</li></ul>		

PRIOR EMPLOYER									
IBM Corporation	(203 ) 486-2000								
Name of Employer		Phone							
150 Kettletown Rd		Southbury	CT	06488					
Address		City	State	Zip					
Dates of Employment: From (Mo/Yr) 07/00	Title of Position Senior IT Specialist - Data Analyst		Name and Title of Supervisor Greg McKee, Data Lead – Enterprise Data Warehouse / MAP						
To (Mo/Yr) 12/08	Description of Duties, Responsibilities, and Significant Accomplishments  Designed business intelligence innovative solutions for the Data Warehouse projects in a DB2 environment resulting in an improved worldwide process for supplying data to Sales and Marketing.  Worked on requirements gathering and mapping sessions with the business users and development team to define the data requirements and solutions.  Performed extensive analysis on data inconsistencies and new data sources.  Involved in the data mapping from source to target and Gap resolution process.  Performed extensive DB2 SQL development work for data analysis, data migration, data mining, and data cleansing/scrubbing.								
Salary: Starting	\$85,000								
Ending	\$110,000								
No. of Hours Worked Weekly: 40									
	Reason for Leaving Laid off due to resource action in IBM								

EDUCATION								
Indicate Last Grade Name and Address of H		igh School Last Attended		Date of Graduation or G.E.D. Awarded				
16 John F. Kennedy High S		chool		1984				
-					***************************************			
Name of College Business or Technical Schools Attended	Address		Dates of Attendance	Number of Credits Completed	Type of Degree	List Major Subjects		
Charter Oak State College	New Britain, CT		09/98 - 05/00		B.S.	Business		
Waterbury State Technical College	Waterbury, CT		09/88 - 05/91		A.S.	Data Processing Technology		
Connecticut Computer Service Inc	Southington, CT		07/09 - 02/10		Certifications	CompTIA A+ / Network+ / Security+, MSTC Windows 7 Configuration		
If you have any additi	onal education or experience, or	т have taken SPECIAL COUI	RSES, list these	below. Please i	nclude: Where acq	uired and the total number of		
How did you learn of the employment opportunity for which you are applying?  Newspaper  Radio  Job Service  Current Employer X Job Posting				Professional Journal  Other				
For equal opportunity purposes, we are requesting the following information. This information is optional and will only be used to comply with Federal Equal Employment reporting requirements and for test validation purposes. Please check the appropriate groups below:								
Female []	White □ Black □	Asian (Pacific Islander)	Hispanio	X Na	ative American 🛘			
Male X Other (specify)								
make any misstatemen Regulations. I voluntarily give the	nents made by me on this applicants or omissions of fact, I am sul Civil Service Commission of the activities, agree to cooperate in action.	bject to disqualification or dis e City of Waterbury, CT, or it	smissal and to su s duly authorize	uch other penalti ed representative	es prescribed by la the right to make	w or Civil Service Rules and		
Date 9/2/2014 Signature Manuel E Rodriguez								

### MANUEL E. RODRIGUEZ

15-3 RICHMOND AVE, WATERBURY, CT 06705

PHONE: 203.519.7492

EMAIL: RODRIME@YAHOO.COM

### **SUMMARY OF QUALIFICATIONS**

An independent and innovative thinker with the ability to develop logical solutions. Proven ability to analyze data inconsistencies and research new data sources; proven work experience in evaluating, defining and implementing deliverables for cross-functional, large-scale projects. Exceptional team player, results-driven, self-starter, highly motivated, very organized, easily adaptable, and strong interpersonal skills. Strong ability in data analysis, problem-solving solutions, and understanding statistical procedures. Extensive computer skills as well as in depth knowledge of AS400, Windows, MS Access, MS Excel, MS Word, hardware and software installation, and PC troubleshooting. Excellent communication skills and proficiency in Spanish.

### WORK EXPERIENCE

### CITY OF WATERBURY Board of Education, Waterbury, CT

### Compliance Review Specialist & Technical Support Personnel Compliance Review Specialist & Technical Support Personnel

Sep 2013 to Present Jan 2011 – Jun 2012

Perform compliance work and technical support services for a mid-size end user group of the City of Waterbury's Bilingual/ESOL Education department.

- Review and process the Student Admission requirements for the English Learners (ELs) into the AS400 Student Records System (SRS) in coordination with the Language Assessors of the Bilingual/ESOL Education Department.
- Maintain, request, and update data daily on students and staff related to ELs in the district (e.g. Transfers, Withdrawals, Returns, and Program Changes).
- Ensure data compliance through data analysis, collection, and reporting of the State Requirements for more than 2,000 ELs using the AS400 system and queries, Microsoft Access and Excel.
- Create and distribute monthly EL class lists to the Instructional Leadership Directors (ILDs), Principals/VPs, Bilingual/ESOL Teachers, and Guidance Counselors (for HS only) of the 30 Waterbury Public Schools.
- Collect, analyze, and distribute English Learners' student assessment and performance data (e.g., LAS Links, DRA, mCLASS, CMT, CAPT, and EDL) to the Principals/VPs, Teachers, and Administrators of the Waterbury public schools in order to drive instruction and monitor students' progress as well as report through various federal, state, and local reports in coordination with the Bilingual/ESOL Education, Technology, Research, Development and Testing Departments.
- Evaluate the EL student assessment scores based on the Connecticut mastery standards, and notify the parents and school administrators of the students meeting exit criteria that no longer be receiving EL services.
- Create and distribute the federal mandated annual Parent Notification letters for more than 2,000 EL students with information concerning the student's progress in English language proficiency based on the student assessments.
- Collect, analyze, and report EL students in the Bilingual program for Partial Mainstream (20 months) and Bilingual Exit (30 months) projections. For the students meeting the Bilingual exit criteria, create and distribute the notification to the parents and school administrators, as well as update the SRS data for the students not to be identified as an EL.
- Automated the AS400 process via queries in order to ensure the data integrity of changes related to the EL student status (i.e. Transfers, Withdrawals, and Returns) and other data issues (e.g., Incorrect Language Code, Incorrect EL Program Code, Incorrect/Missing Entry & Exit Dates), Missing Reason Code)
- Assist in educational research and data gathering related to English Learners issues.
- Assist supervisor in presentation of reports for statistical purposes.
- Train and support Bilingual/ESOL Education Department staff in various software applications.
- Act as a liaison between the Bilingual/ESOL Education Department for any information technology issues.
- Perform troubleshooting, hardware/software installation, configuration, maintenance, repair, and track the inventory of computer desktops/laptops, HP/Lexmark/Ricoh printers, toners/cartridges, and peripherals of Bilingual staff members.
- Implemented SharePoint for the Bilingual/ESOL Education Department and uploaded (also, continuously update) the applicable data, reports, and charts for shared access by the Bilingual staff, Teachers and Administrators of Waterbury Public Schools.

• Implemented the network access and configured laptops for the Language Assessors of the Bilingual/ESOL Education department to access the AS400 SRS and SharePoint from the Family Intake Center; thereby increasing their productivity and the ease of researching for EL related data and updating the Tested Students database on SharePoint.

### IBM CORPORATION, Southbury, CT

### Senior IT Specialist

Jul 2000 - Dec 2008

Supported business intelligence/data warehouse (DB2) and enterprise resource planning (SAP) solutions in solving business data integration needs.

- Designed software development solutions for the Enterprise Information Warehouse project in a DB2 environment resulting in an improved worldwide process for supplying data to support the Sales/Marketing Management reports and end users of opportunity management data.
- Analyzed, developed and configured software development solutions for the SAP billing & Finance modules resulting
  in an improved process for the Finance Ledger Integration of various Hardware and Software brands
- Prototyped and developed software development solutions using ABAP, Data Dictionary, SAP ALE interfaces, MQ Series, BAPI, RFC, user exits & enhancements, inbound/outbound interfaces, batch data conversions (BDC), ALV reports, and forms.
- Obtained and documented business requirements and translated into acceptable, high-quality solutions.
- Facilitated requirements gathering and mapping sessions with the business users and development team to define the data requirements.
- Performed extensive analysis on data inconsistencies and new data sources.

### **EDUCATION**

BS, Business Administration, Charter Oak State College, New Britain, CT AS, Data Processing Technology, Waterbury State Technical College, Waterbury, CT

**Certifications:** CompTIA A+ Certified IT Technician, CompTIA Network+, CompTIA Security, MCTS, Windows 7 Configuration

To whom it may concern,

Although I have enjoyed the past seven years with West Side Middle School, I have decided that it is time to move on. I have recently accepted another teaching position with another school district. This decision was quite hard. At this time I need to relocate closer to my home in Plainville. My resignation date will be October 2, 2014.

Thank you for all of the support you and the school community have given me. I will never forget your generosity and the important skills I have learned at West Side Middle School. I will forever cherish the time I spent with my students, colleagues, and this community.

I will be sure to complete all grading and associated responsibilities before departing this position. Please let me know what other further steps or duties must be completed before my departure. I hope to stay in touch with you and our community. Thanks again for all your support.

Sincerely,

၁ဝ်vanna Bailey

Ovarra-



Stephanie Cole 5 Lisbon Street Watertown, CT 06795 203-525-8821

September 11, 2014

Dr. Ouellette Superintendent 236 Grand Street Waterbury, CT 06702

Dear Dr. Ouellette:

I would like to inform you that I am resigning from my position as 8th grade Math teacher at North End Middle School effective September 26, 2014.

Thank you for the opportunities for professional and personal development that the Waterbury Public Schools provided me during the past few school years. It has been a pleasure working closely with the staff and students at North End Middle School. I have gained valuable experience working in Waterbury that will carry forth with me for the rest of my life. It is extremely difficult to say goodbye to my students at the end of each year, and even harder to say goodbye to the wonderful staff I have been privileged to work with. I am truly thankful for my time spent here.

I wish you, and the Waterbury Public Schools, continued success in the future.

Sincerely,

Stephanie Cole

Waterbury Public Schools Wallace Middle School 3465 East Main Street Waterbury, CT. 06705

Dear Mrs. Regan:

Please accept my resignation as 7<sup>th</sup> grade science teacher, effective Monday, August 18, 2014.

I feel very fortunate to have been associated with Wallace Middle School for the last three years. My experiences have been invaluable, and I leave with many pleasant memories.

Sincerely,

Rabecca Florio

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September 17, 2014

Dear Dr. Tucker,

I am giving my resignation from Gilmartin Grade 4 with Waterbury Public Schools. My time here was spent well, but I am accepting an administrative position with the State of Connecticut Department of Education. My last day will be October 2, 2014.

Thank you,

Kristine Kljak

CC: Dr. Donald Burzler

September 15, 2014

Board of Education City of Waterbury, CT

To Whom It May Concern:

I would like to thank the Board of Education for giving me the opportunity to be a part of the educational environment at JF Kennedy High School for the past nine years. I have had the great pleasure of being a part of so many students' lives while I have been at JF Kennedy. It has been a very rewarding experience to meet and work with so many talented administrators, teachers and staff that work so hard to make education an important part of our students' lives.

It is with a heavy heart that I am writing this letter of resignation. I love my job, my school, my students and my fellow educators. But I feel that Waterbury is forcing me to make the decision to move to another district that is willing to pay teachers for their education and experience. I do not want to leave, but economically I must. It is with deep regret that I am resigning my position as High School Mathematics Teacher at IF Kennedy High School as of Friday, 9/26/14.

Respectfully,

David A. Peruta

Mathematics Teacher

JF Kennedy High School

Waterbury, CT 06708

dperuta@waterbury.k12.ct.us

September 14, 2014

Dr. Shuana Tucker

Talent & Professional Development Supervisor

**Waterbury Public Schools** 

236 Grand Street

Waterbury, Ct. 06702

Dear Dr. Tucker;

Please accept this letter as formal notification that I am resigning from my position as Math Coach for the Waterbury Public Schools, effective at the end of the work day on Friday, September 26, 2014.

I want to thank you for the opportunity to work with the students and teachers of the Waterbury Public School District. It has been an honor. Most of all, I am going to miss working with the dedicated professionals from the Mathematics Department; Margaret Surat, Melinda Grove and Don Shulenberg.

If I can be of any assistance during this transition, please let me know. I would be glad to help however I can.

Sincerely,

Jorge E. Pezo

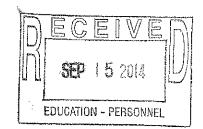
P.c. Human Resources

Margaret Surat, Mathematics Supervisor

Michael LoRusso, Principal

Juan Mendoza, Principal

Kevin Brennan, Principal



EDUCATION - PERSONNEL

Julie Plaza 106 Hickory Lane Wolcott, CT, 06716 (203)879-2585

Adela Jorge-Nelson Supervisor, Bilingual/ESOL Education Department City of Waterbury 236 Grand Street Waterbury, CT, 06702

Dear Mrs. Adela Jorge-Nelson,

I regret to inform you that I am resigning from my position as Reading Teacher at Bucks Hill Elementary for the Bilingual Department of the City of Waterbury. My last day of employment will be October 3, 2014.

I would like to thank you for the opportunities for professional and personal development that you have provided me during the last 17 years. I have enjoyed working for the City's Bilingual Education Department and appreciate the support provided me during my entire tenure here. If I can be of any help during this transition, or if there are any further steps I need to complete, please let me know.

Sincerely,

Julie Plaza

cc:

DeliaBello-Davila PhD Bucks Hill Principal

Human Resource Department

September 22, 2014

Mrs. Maria Burns Building Principal West Side Middle School 483 Chase Parkway Waterbury, CT 06708

Dear Mrs. Burns:

It is with great sadness to inform you that I have decided to step down from my job as bilingual math teacher at West Side Middle School. My last day of work will be October 3, 2014. I was recently offered a new opportunity with another school district and even though it is not an easy decision, I have decided to take their offer.

I can say that my time at West Side Middle School has been some of the best years of my life. I will miss my job, students and all the incredible people I have had the pleasure of working with throughout these past 6 years. I will always treasure every experience that I have had at West Side Middle School. I also appreciate the professional development and growth this school has provided me.

I wish West Side Middle School and the Waterbury Public School System continued growth and success in the future. I will do whatever necessary to ensure a smooth transition after I move on. Please let me know if I can be of any assistance during the last few weeks of my time here. Thank you very much for all the wonderful memorles this school has given me.

Sincerely, Doine M. Sato

Denise M. Soto

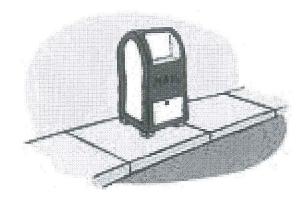
Bilingual Math Teacher

West Side Middle School

DECEIVED
SEP 2 2 2014

EDUCATION-PERSONNEL

### Communications



9-23-14

Packet week ending\_



236 Grand Street Waterbury, CT 06702

(203) 574-6761

### The City of Waterbury Connecticut

Department of Human Resources
Office of the Civil Service Commission

September 16, 2014

Shannon Sullivan 14 Lost Acres Rd. Harwinton, CT 06027

Dear Mr. Sullivan:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Supervisor of School Facilities Operations and Maintenance (Req. #n/a) at \$26.32 per hour. Please contact John Cross, School Inspector, at (203) 574-8013 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, September 18, 2014 at 9:30 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be September 19, 2014 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. You will also be required to provide documentation, mandated by the federal government, to establish your right to work in this country. We have included a sheet that outlines the documents that are acceptable to meet this requirement. You cannot start work without providing us these documents. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Scott Morgan

Human Resources Generalist

SM/sd

cc Board of Education

John Cross, School Inspector Dr. Ouellette, Supt. of Schools



### Connecticut Association of Boards of Education

81 Wolcott Hill Road, Wethersfield, CT 06109-1242 • (860) 571-7446 • Fax (860) 571-7452 • www.cabe.org

Richard Murray President Killingly

Ann Gruenberg First Vice President Hampton

Robert Mitchell Vice President for Government Relations Montville

Elaine Whitney Vice President for Professional Development Westport

John Prins Secretary/Treasurer Branford

Lydia Tedone Immediate Past President Simsbury

Don Harris Executive Committee Member at Large Bloomfield

Robert Rader Executive Director

Patrice A. McCarthy Deputy Director and General Counsel

Bonnie B. Carney Senior Staff Associate for Publications

Nicholas D. Caruso, Jr. Senior Staff Associate for Field Services

Sheila McKay Senior Staff Associate for Government Relations

Kelly Balser Moyher Senior Staff Attorney

Vincent A. Mustaro Senior Staff Associate for Policy Service

Lisa M. Steimer Senior Staff Associate for Professional Development

Teresa Costa Coordinator of Finance and Administration September 18, 2014

Mr. Charles Stango Waterbury Public Schools 136 Arden Road Waterbury, CT 06708

Dear Mr. Stango:

Thank you for the resolution proposals that your board submitted to the CABE Resolutions Committee. Your proposals will go to the Delegate Assembly on November 13, 2014 for action by the membership. The resolutions will be accompanied by a Government Relations Committee recommendation to the membership. The recommendations for the resolutions are listed below:

### **Maintenance Grants:**

The Government Relations Committee recommends rejection. The reason for rejection is the Resolutions Committee recognizes that this issue is statewide.

### **DCF Special Education Students:**

The Government Relations Committee recommends incorporation into an existing resolution with the same title.

### **ECS Grants for Alliance Districts:**

The Government Relations Committee recommends incorporation into an existing resolution with the same title.

### **Special Education Burden of Proof:**

The Government Relations Committee recommends adoption.

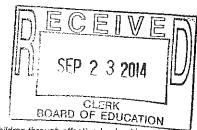
We hope to see you at the Delegate Assembly.

Sincerely,

Robert Mitchell

Vice President for Government Relations

pc: Kathleen Ouellette, Superintendent Becky Tyrrell, Resolutions Chairman



From:

Lisa M. Lessard <21truth485@comcast.net>

Sent:

Friday, September 19, 2014 1:22 AM

To:

KAREN HARVEY; CHARLES L. STANGO; Kathleen Ouellette; Carrie Swain; Elizabeth Brown

smile:) Personal; Jason Vaston; ANN SWEENEY

Cc:

Lisa Lessard; Larry Rifican Talk Of the Town; Mike Puffer Educational Reporter for Rep.

American

Subject:

FW: BULLYING is a violation of IDEA, the Federal law that created special education?

Pass out to ALL BOARD OF EDUCATION COMMISSIONER'S to inform. Thank you smile:) Lisa Lessard

From: Kevin Daly < kevin@septoalliance.org > Sent: Thursday, September 11, 2014 8:26 PM

.~~~~~~~~~~~~~~~

To: Kevin Daly

Subject: Did you know that bullying is a violation of IDEA?

Did you know that bullying is a violation of IDEA, the Federal law that created special education?

Did you know that public schools have a greater responsibility to protect students with disabilities than they do for typical students?

Did you know an IEP or a 504 plan can be an excellent vehicle for addressing bullying?

These are just a few areas that will be addressed in "Protecting Students with Disabilities from Bullying" a segment of our Parent Leadership Training Conference on Saturday, September 27. The presenter will be attorney, author and disability policy specialist Melissa Marshall, JD.

Participants will learn about legal protections for students with disabilities who are involved in bullying and will learn techniques to curtail bullying through IEPs and 504 plans. Ways to recognize the signs of bullying and how to talk to your child about bullying will also be explored.

Other segments of the conference will cover important topics that include parent to parent support, the transition from school to adult life and advocacy for our children at the state level. Breakfast, lunch and refreshments will be served. Details and registration information are in the attached flier. Please forward to your contacts.

Hope to see you September 27!

Kevin Daly Connecticut Special Education PTO Alliance

Want to start a SEPTO? Get info! info@septoalliance.org

youtube.com

From:

Sent:

To:

	PADULIA; brunelli_ernest_J@sbcglobal.net; steven.giacomi@gmail.com; Monroe Webster; GERALDO C. REYES JUNIOR; VICTOR CUEVAS; Joan Hartley; selim.noujaim@housegop.ct.gov; REPRESENATIVE ANTHONEY DAEMILIO; Jeffery Berger; Larry Butler
Cc: Subject:	Lisa Lessard; Gregory Hadley; Mayor: (2011) Neil O'Leary  Fwd: State Board of Education meeting September 3rd, YOU TUBED.
	OF EDUCATION COMMISSIONER'S IN WATERBURY. And did not have e-mail's for. Lisa <a href="mailto:21trruth485@comcast.net">21trruth485@comcast.net</a>
Easy listening will show y 2014. Lisa 21truth485@cc	rou what was stipulated at the State BOE meeting on September 3rd omcast.net
Cc: 21truth485@comcast.n Sent: Friday, September 19	<u>@comcast.net</u> >, "Producer, FRANK" < <u>talkproducer@watr.com</u> > <u>et,</u> "American, Mike" < <u>mpuffer@rep-am.com</u> > ), 2014 9:13:48 AM 5 of State BOE September 3rd 2014 tape recording! To listen and watch
9/3/2014 State Board of Education i	meeting addresses Waterbury Turnaround; Walsh School
http://m.youtube.com/wate	ch?v=rWNs4oi4Zkw#
X	
STATE DEPARTMENT (	OF EDUCATION WALSH SCHOOL TURN AROUND
Waterbury C.T. Walch	OF EDUCATION MEETTING SEPTEMBER 3,RD 2014!!!

Lisa M. Lessard <21truth485@comcast.net>

Carrie Swain; CHARLES L. STANGO; Elizabeth Brown smile :) Personal; ANN SWEENEY; Jason Vaston; Kathleen Ouellette; Paul Guidone; Paul Sequeira; Ann M. Cullinan; Paul Pernerewski; Anne Phelan; Ronald Napoli; Ryan A. Mulcahy; Larry De Pillo; JERRY

Friday, September 19, 2014 9:47 AM

From:

Carrie Swain

Sent:

Monday, September 22, 2014 8:52 AM

To:

Carrie Swain

Subject:

FW: School Arrests and Discipline

From: Matthew Stellmach [matt0724@yahoo.com] Sent: Sunday, September 21, 2014 6:40 AM

To: CHARLES L. STANGO

Subject: Re: RE: School Arrests and Discipline

Hi,

Thank you for taking the time to read my email. I would have no problem if you shared it with other members.

#### Sent from Yahoo Mail on Android

From: "CHARLES L. STANGO" < <u>clstango@waterbury.k12.ct.us</u>> Date:Sat, Sep 20, 2014 at 9:50 pm Subject:RE: School Arrests and Discipline

#### Hi Matt -

Thank you for your email and thank you for the work you do and for the trust you have in our district. You make some excellent points. The school arrests and discipline issue is on the Board's Workshop agenda for Thursday. With your permission I would like to forward your email to the entire Board. Again, thanks.......

c. stango

From: Matthew Stellmach [matt0724@yahoo.com]

Sent: Friday, September 19, 2014 8:07 PM

To: CHARLES L. STANGO; KAREN HARVEY

Subject: School Arrests and Discipline

Good evening President Stango and Commissioner Harvery:

I am a lifelong Waterbury resident, parent of two public school students, proud product of the public schools and an educator. The number one responsibility of an educator is to create a safe learning environment. Drugs, weapons, threats, obscene language and violence have no place in our schools. Unfortunately, these negative behaviors and influences have crept into our institutes of learning. The schools did not introduce these evils, the individuals that do not consider their education to be a priority did. Administrators and police are not the ones to blame, they are simply trying to maintain decorum and protect those that want to learn and those that want to educate. I am grateful that the city has a code of conduct that attempts to create an environment that is conducive to learning which in turn allows my children to begin to attempt to master the rigorous and much needed Common Core Standards.

As a taxpayer and concerned citizen I would appreciate it if time was better spent at Board of Education meetings discussing how to implement the new Common Core Standards and how to support and foster more rigorous instruction. The reality is that we live in a competitive world. Students are no longer competing with their classmates they are in competition with students from other nations.

All students labeled as special or regular education should be expected to maintain an appropriate code of conduct. There are over 18,000 students attending Waterbury Schools and there were a little more than 300 arrests last year. The Board of Education is focusing on a population that makes up less than 5% of the student body. What about the other 95% of the student population? What about our dedicated teachers? Don't they have the right to work in a safe and positive environment?

Respectfully, Matthew Stellmach

SUMMONS - CIVIL
JD-CV-1 Rev. 2-13
C.G.S. §§ 51-346, 51-347, 51-349, 51-350, 52-45a, 52-48, 52-259, P.B. Secs. 3-1 through 3-21, 8-1

# STATE OF CONNECTICUT SUPERIOR COURT www.jud.ct.gov

See page 2 for instructions

TO: Any proper officer: BY ALITHORITY OF THE

costs is les	s than \$2,500 int, legal intere		demand, not including in demand, not including in		t	STATE OF CO commanded to	NNECTICUT, make due and	you are hereby d legal service o	
— COSIS IS \$2,	,500 or more. ing other relie	f in addition to or	in lieu of money or dama	iges.	Î	this Summons	and attached (	Complaint.	
			e filed (Number, street, town and	4	Telephone num	ber of clerk (with	Return Date (M	ust be a Tuesday)	
(C.G.S. §§ 51-346,			area code)				October	21 2	014
	klin Square, New Britain CT 06051			( 860 ) 515-5180			Month	Day '	Year
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Telephone number			vue Avenue, Bristol CT 06010 Signature of Plaintiff (If self-represented)			021150			
(860) 589-43			Signature of Plaintiff (II self-re	presented)					
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Plaintiff	Address: Non	e							
Additional Plaintiff	Name: Address:		•						P-02
First Defendant		erbury Arts Mag South Elm Stree	gnet School t, Waterbury, CT 06706						D-01
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RETURN DATE: OCTOBER 21, 2014

SUPERIOR COURT

JANE DOE

JUDICIAL DISTRICT OF NEW BRITAIN

PPA SALLY DOE

VS.

AT NEW BRITAIN

WATERBURY ARTS MAGNET

SCHOOL; TOWN OF WATERBURY

**SEPTEMBER 12, 2014** 

#### COMPLAINT

<u>COUNT ONE</u> (As to the Plaintiff, Jane Doe, PPA Sally Doe and as against the Defendant, Waterbury Arts Magnet School, for Negligent Supervision)

- 1. At all times relevant to the facts herein, the Plaintiff, Jane Doe, PPA Sally Doe, was a resident of Bristol, Connecticut and Sally Doe, mother to the minor child, Jane Doe, brings this action *per proxima amici*.
- 2. At all times relevant to the facts herein, the Defendant, Waterbury Arts Magnet School, was a high school located at within the Hartford School District.
- 3. On or about October 17, 2013, Plaintiff was a student of Waterbury Arts Magnet School, and was enrolled in the ninth grade.
- 4. At all times relevant to the facts herein, Plaintiff was instructed to report to the recital hall of Waterbury Arts Magnet School while other students were participating in standardized testing.
- 5. At all times relevant to the facts herein, the recital hall was being supervised by two substitute teachers of Waterbury Arts Magnet School, Cheryl Argozzini and Violet Balinkin.

  Cheryl Argozzini was a permanent building substitute teacher at Waterbury Arts Magnet School with approximately twenty years of experience in the education field. Violet Balinkin was a

permanent building substitute teacher at Waterbury Arts Magnet School with approximately forty years of experience in the education field.

- 6. At all times relevant to the facts herein, Waterbury Arts Magnet School teacher Cheryl Wirth was assigned to take attendance outside the recital hall and Waterbury Arts Magnet School teacher Joe Mendillo was assigned to the outside of the recital hall and was directing the students, including the Plaintiff, to check in with Cheryl Wirth.
- 7. At all times relevant to the facts herein, Cheryl Argozzini and Violet Balinkin, in accordance with their duties as experienced school administrators, were supposed to be circulating the auditorium in an effort to supervise the students.
- 8. On or about October 17, 2013 at approximately 10:00 a.m., the Plaintiff and another student were unaccounted for in the recital hall for approximately fifteen minutes during which time a video tape was made of the Plaintiff performing oral sex on the other student in the box area of the recital hall.
- 9. At all times relevant to the facts herein, Cheryl Argozzini and Violet Balinkin were located on the opposite side of the recital hall and were not circulating the auditorium pursuant to their duties as experienced school administrators.
- 10. Pursuant to Connecticut General Statutes §10-220, boards of education shall provide an appropriate learning environment for its students including maintaining a safe school setting. Schools have a duty to supervise and protect students and are liable for injuries resulting from their negligent supervision. These duties arise from the compulsory nature of school attendance, the expectation and reliance of parents and students on schools to provide safe buildings and

grounds, and the importance to society of the learning activity that takes place in schools. This duty begins before the school bell rings and lasts after the school day ends. Another student's wrongful conduct does not absolve the school of liability, once a negligent failure to provide an adequate supervision is shown.

- 11. Defendant Waterbury Arts Magnet School, through its employees and representatives, repeatedly breached this duty to supervise Plaintiff by failing to provide Plaintiff with a safe learning environment.
- 12. Defendant Waterbury Arts Magnet School, by and through its agents, servants and/or employees, negligently failed to provide its students, including the Plaintiff, with a safe environment in which to attend Defendant Waterbury Arts Magnet School's mandatory class located in the recital hall.
- 13. Defendant Waterbury Arts Magnet School, by and through its agents, servants and/or employees, failed to supervise students, including the Plaintiff, in the recital hall.
- 14. As a proximate result of Defendant Waterbury Arts Magnet School's actions, Plaintiff has suffered and continues to suffer severe and irreparable harm in the form of emotional distress, mental anguish, embarrassment, humiliation and anxiety and has suffered and continues to suffer financially.

<u>COUNT TWO</u> (As to the Plaintiff, Jane Doe, PPA Sally Doe and as against the Defendant, Waterbury Arts Magnet School, Negligent Infliction of Emotional Distress)

1.-14. Paragraphs one (1) through fourteen (14) of Count One of this Complaint are incorporated and made a part herein as paragraphs one through fourteen of this Count Two.

- 15. At all times relevant to the facts herein, Defendant Waterbury Arts Magnet School's administrators and/or teachers had a duty to supervise students, including the Plaintiff, and had a duty to provide Plaintiff with a safe learning environment.
- 16. At all times relevant to the facts herein, Defendant Waterbury Arts Magnet School's administrators and/or teachers breached that duty by negligently supervising students, including the Plaintiff, and failing to keep track of Plaintiff and another student in the recital hall, as described above.
- 17. The Defendant Waterbury Arts Magnet School's administrators' and/or teachers' negligence resulted in Plaintiff's physical injuries and ongoing emotional distress.
- 18. As a proximate result of Defendant Waterbury Arts Magnet School's actions, Plaintiff has suffered and continues to suffer severe and irreparable harm in the form of emotional distress, mental anguish, embarrassment, humiliation and anxiety and has suffered and continues to suffer financially.

<u>COUNT THREE</u> (As to the Plaintiff, Jane Doe, PPA Sally Doe and as against the Defendant Town Of Waterbury, for Negligent Supervision)

- 1.-9. Paragraphs one (1) through nine (9) of Count One of this Complaint are incorporated and made a part herein as paragraphs one through nine of this Count Three.
- 10. At all times relevant hereto, the Defendant, Town of Waterbury, was a municipal corporation organized and existing under the laws of the State of Connecticut.
- 11. On or about October 17, 2013, the Waterbury Arts Magnet School was an is a property located at 16 South Elm Street within Waterbury, Connecticut, which property/school Defendant

Town of Waterbury owned, operated, controlled and/or maintained at all times relevant to this complaint.

- 12. On or about October 17, 2013, the Waterbury Board of Education was owned, operated, controlled and/or maintained by Defendant Town of Waterbury at all times relevant to this complaint.
- 13. Pursuant to Connecticut General Statutes §10-220, boards of education shall provide an appropriate learning environment for its students including maintaining a safe school setting. Schools have a duty to supervise and protect students and are liable for injuries resulting from their negligent supervision. These duties arise from the compulsory nature of school attendance, the expectation and reliance of parents and students on schools to provide safe buildings and grounds, and the importance to society of the learning activity that takes place in schools. This duty begins before the school bell rings and lasts after the school day ends. Another student's wrongful conduct does not absolve the school of liability, once a negligent failure to provide an adequate supervision is shown.
- 14. Defendant Town of Waterbury, through its employees and representatives, repeatedly breached this duty to supervise Plaintiff by failing to provide Plaintiff with a safe learning environment.
- 15. Defendant Town of Waterbury, by and through its agents, servants and/or employees, negligently failed to provide its students, including the Plaintiff, with a safe environment in which to attend schools in the Waterbury Board of Education's district, including Defendant Waterbury Arts Magnet School's mandatory class located in the recital hall.

- 16. Defendant Town of Waterbury, by and through its agents, servants and/or employees, failed to supervise students, including the Plaintiff, in the recital hall.
- 17. As a proximate result of Defendant Town of Waterbury's actions, Plaintiff has suffered and continues to suffer severe and irreparable harm in the form of emotional distress, mental anguish, embarrassment, humiliation and anxiety and has suffered and continues to suffer financially.

WHEREFORE, the Plaintiff claims:

- 1. Monetary damages;
- 2. Such other and further relief as this court may deem equitable and just.

THE PLAINTIFF JANE DOE, PPA

SALLY DOE

DV

Matthew D. Dyer

Furey Donovan, Tracy & Daly, P.C.

43 Bellevue Avenue

P.O. Box 670

Bristol, CT 06010

(860) 589-4343: Telephone

(860) 583-8674: Fax

Juris No. 420682

- Her Attorney -

A True and Attested copy

Vincent Dwyer, State Marshal

RETURN DATE: OCTOBER 21, 2014 : SUPERIOR COURT

JANE DOE

JUDICIAL DISTRICT OF NEW BRITAIN

PPA SALLY DOE

VS.

AT NEW BRITAIN

WATERBURY ARTS MAGNET

SCHOOL; TOWN OF WATERBURY

**SEPTEMBER 12, 2014** 

#### STATEMENT OF AMOUNT IN DEMAND

The Plaintiff in the above-captioned matter claims damages in an amount greater than Fifteen Thousand (\$15,000.00) Dollars, exclusive of interest and costs.

> THE PLAINTIFF JANE DOE, PPA

SALLY DOE

Matthew D. Dyer

Farey, Donovan, Tracy & Daly, P.C.

43 Bellevue Avenue

P.O. Box 670

Bristol, CT 06010

(860) 589-4343: Telephone

(860) 583-8674: Fax

Juris No. 420682 - Her Attorney -

Vincent Dwyer, State Marshal

RETURN DATE: OCTOBER 21, 2014

SUPERIOR COURT

JANE DOE

JUDICIAL DISTRICT OF NEW BRITAIN

PPA SALLY DOE

VS.

AT NEW BRITAIN

WATERBURY ARTS MAGNET

SCHOOL; TOWN OF WATERBURY

SEPTEMBER 12, 2014

# TEMPORARY EXPARTE APPLICATION FOR THE USE OF A PSEUDONYM

The plaintiff, pursuant to Practice Book § 11-20A(h)(2), moves the court for a temporary ex parte order to proceed with pseudonyms in this action. This action stems from an incident which occurred while the plaintiff child was under the supervision of the defendant school when a sexual act occurred between the plaintiff child and another student on the premises, as set forth in the attached summons and complaint. The plaintiff represents that given the highly sensitive nature of this action, the disclosure of her name and the minor child's name could lead to harassment, injury, ridicule and embarrassment of the minor child. In accordance with General Statutes §§ 54-86d-54-86e (providing for protection of victims of sexual assault), and Practice Book § 11-20A(h)(2), the plaintiff requests that an ex parte order be granted allowing prosecution in fictitious names until a hearing can be held within 15 days after the return date so the court can determine whether continued prosecution under pseudonyms be allowed.

THE PLAINTIFF JANE DOE, PPA SALLY DOE

BY

Matthew D. Dyer

Furey, Donovan, Tracy & Daly, P.C.

43 Bellevue Avenue

P.O. Box 670

Bristol, CT 06010

(860) 589-4343: Telephone

(860) 583-8674: Fax

Juris No. 420682

- Her Attorney -

## ORDER

The foregoing order, having been considered, is hereby ordered. GRANTED DENIED:

Ordered: The court finds the plaintiff's interest in protecting her identity compelling and significant in light of the allegations of sexual conduct and a pseudonym is necessary to accomplish same. Such interest outweighs the public's interest in knowing her name and no lesser alternative will suffice. This order shall remain in effect until a hearing on G = 2G = 161 at 2! 200 arm pm at which time this question will be considered anew.

Further ordered, plaintiff's identity to be disclosed to defense counsel.

Vincent Dwyer, State Washal

Judge/Clerk

By (Suizenton

SHAWN HERRICH

ASSISTANT CLERK

.2.

FUREY, DONOVAN, TRACY & DALY, P.C.

43 Bellevue Avenue \* Bristol, CT 06010 \* 860.589.4343 \* Facsimile: 860.583.8674 Juris No. 420682 RETURN DATE: OCTOBER 21, 2014

SUPERIOR COURT

JANE DOE

JUDICIAL DISTRICT OF NEW BRITAIN

PPA SALLY DOE

VS.

AT NEW BRITAIN

WATERBURY ARTS MAGNET

SCHOOL; TOWN OF WATERBURY

**SEPTEMBER 12, 2014** 

# MOTION TO SEAL

Plaintiff, Jane Doe, PPA Sally Doe, move the Court that, due to the sensitive nature of the matters contained in the accompanying complaint, the true name of plaintiff presented to the Court concurrently with this motion, be held by the Court in a sealed envelope to preserve the anonymity of the plaintiff be allowed to continue in this case under this pseudonym on the ground that revelation of plaintiff's identity would cause severe personal, professional and economic consequences.

THE PLAINTIFF
JANE DOE, PPA

SALLY DOE

BY

Matthew D. Dyer

Furey, Donovan, Tracy & Daly, P.C.

43 Bellevue Avenue

P.O. Box 670

Bristol, CT 06010

(860) 589-4343: Telephone

(860) 583-8674: Fax

Juris No. 420682

- Her Attorney –

Com They

Vincent Dwyer, State Marshal

### ORDER

The foregoing order, having been considered, is hereby ordered; GRANTED / DENIED.

Provided that the unreducted Affidurit Shall be served upon the Defendants, and that the unreducted affiderit Shall be served upon the upon the return of the marshall with further order of the cart.

By

SHAWN HERRICK ASSISTANT CLERK

A frue and Attested copy

Vincent Dwyer, State Marshal

From:

KAREN HARVEY

Sent:

Sunday, September 21, 2014 9:38 PM

To:

Carrie Swain

Subject:

FW: Article in paper 9/16/14

Hi Carrie,

Please include as correspondence to the BOE.

Karen

Karen E. Harvey Waterbury Board of Education Vice President (203) 754-9656

From: KAREN HARVEY
Sent: 9/21/2014 9:04 PM

To: CHARLES L. STANGO; JASON VAN STONE; THOMAS VAN STONE SR.; JUANITA HERNANDEZ; FELIX RODRIGUEZ;

ELIZABETH BROWN; BRYAN MCENTEE; CATHERINE AWWAD; ANN SWEENEY

Subject: FW: Article in paper 9/16/14

Thought I would share.

Karen

Karen E. Harvey Waterbury Board of Education Vice President (203) 754-9656

From: Margaret (Bd Of health)
Sent: 9/21/2014 9:51 AM

To: KAREN HARVEY

Subject: Re: Article in paper 9/16/14

Dear Commissioner Harvey,

Thank you for getting back to me. First, I have no problem of you sharing my letter with the Rest of the Commissioners.

Secondly, I would love to meet with you to discuss further, just let me know when and where. There is a future for our children in Waterbury, but they can't do it all alone. During these times we must become the village and all work to help them reach a better and happier future filled with knowledge.

Thank you and have a blessed week. Margaret

Sent from my iPad (Margaret Sillari - O'Brien) Commissioner Board of Health Waterbury, CT

```
> On Sep 21, 2014, at 12:52 AM, KAREN HARVEY < kharvey@waterbury.k12.ct.us> wrote:
> Commissioner O'Brien,
> First, my apologies for not responding sooner. Thank you so much for your thoughts on this important topic. I appreciate your
dedication and to this City. I would love to talk with you regarding this issue as it is sometime that we have a moral obligation to to
monitor and look for solutions.
> I hope to talk with you soon. If it is ok with you, I would like to share your letter with the entire Board.
> Thanks,
>
> Karen
>
> Karen E. Harvey
> Waterbury Board of Education
> Vice President
> (203) 754-9656
> From: Margaret O'Brien<mailto:margaret.ob56@gmail.com>
> Sent: 9/16/2014 3:00 PM
> To: KAREN HARVEY<mailto:kharvey@waterbury.k12.ct.us>
> Subject: Article in paper 9/16/14
> Dear Commissioner Harvey,
> After reading the article on how some of our students are getting into trouble,
> I commend and applaud you for taking a stand on looking for a deeper solution.
> Having grown up in Danbury, whose father was Superintendent of Schools ('60-'70s) then
> Later Co-Commissioner of Vocational Programs. There was one speech, which
> I still have a copy of; that he gave to his teachers every year. Reminding them
> That they are teachers, teaching to children. That if there are serious discipline
> Problems, then before tearring the child apart (regardless of age) try to see why
> There is a problem. Is it home, is it lack of not understanding the material being taught,
> Is it boredom because the way the material is being taught is boring, is it possible
> The child already knows the subject matter and should be given extra work as a
> Challenge, or OMG they cringed at the following (before unions) could it be that
> You are just a bad teacher.
>
> He never believed children regardless of age were bad! He felt that all children
> Could learn, but each were individuals. Yes, there are going to be problem children
> But they are not bad. His philosophy was children were born with the knowledge
> Of the world, but their brains at birth were like a blank tape. Whatever was placed
> On that tape from birth to age five would be the base of their growth. After that,
> Schools/teachers were required to broaden their horizons so that a light would go off.
> If it didn't then the question why needed to be asked, not push the child away.
> I believe the same and raised my three thru the Waterbury System with that foundation.
> As an advocate for a Special Needs throughout CT I've lived by this also. Of course reason why many educators who I have known
either liked or disliked me because I was honest.
> Regardless, it has been a long time in this city and no one is looking at the big question "why" until you. At the Board of Health
where I am Commissioner, I am in the process
> Of researching and putting together a program to help children who suffer from Toxic Stress.
> A serious situation in younger children age 2-6 and if not helped health - medically, intellectually and behavior becomes serious
problems as they get older....ignored too.
>
> Sincerely,
> Margaret A. O'Brien
```



From:

ANN SWEENEY

Sent:

Tuesday, September 23, 2014 7:49 AM

To:

Carrie Swain

Subject:

Fwd: Bus Service for Sophia Caruso

Attachments:

image001.png; ATT00001.htm; image001.png; ATT00002.htm; Situation Form.doc;

ATT00003.htm

Carrie, another for the record.

Sent from my iPhone

Begin forwarded message:

From: "Caruso, Jamie" < jamie.caruso@uconn.edu> Date: September 22, 2014 at 11:45:11 AM EDT

To: "asweeney@waterbury.k12.ct.us" <asweeney@waterbury.k12.ct.us>

Subject: FW: Bus Service for Sophia Caruso

Ms. Sweeney:

Please see my e-mail below. The message was returned to me as I had mistyped your e-mail address.

Thank you. Jamie Caruso

Jamie Caruso, M.Ed. Assistant Director for BGS and Non Degree Programs University of Connecticut at Waterbury 99 East Main Street Waterbury, Connecticut 06702 203.236.9930 jamie.caruso@uconn.edu

From: Caruso, Jamie

Sent: Monday, September 22, 2014 11:42 AM

**To:** 'cawwad@waterbury.k12.ct.us'; 'ebrown@waterbury.k12.ct.us'; 'kharvey@waterbury.k12.ct.us'; 'jhernandez@waterbury.k12.ct.us'; 'bmcentee@waterbury.k12.ct.us'; 'frodriguez@waterbury.k12.ct.us'; 'clstango@waterbury.k12.ct.us'; 'asweeney@waterbyr.k12.ct.us'; 'jvanstone@waterbury.k12.ct.us'; 'tvanstone@waterbury.k12.ct.us';

Cc: 'kouellette@waterbury.k12.ct.us'
Subject: Bus Service for Sophia Caruso

Importance: High

Board of Education Members:

My name is Jamie Caruso and my daughter Sophia Caruso is a student at Our Lady of Mount Carmel School. She is a second grader there and has been attending Mt. Carmel since kindergarten. Although, we are residents of Sandy Hook, Sophia has been approved (by the bus company) the last two years to have bus service to/from her grandparents' house on Cheryl Drive.

This year, the bus company would not approve bus service for her. They referred me to the Superintendent's Office for approval. I was advised that I had to fill out a "Situation Form" and submit to Evelyn Rodriguez (form is attached). I filled out the form and submitted to her on August 22. After following up a few times to check the status of the form, I was advised that I needed to speak with MaryAnn Marold. I spoke with Ms. Marold who told me that the form needed to be sent to a higher authority. On September 12, I left a message to (again) check the status of my request. I received a voice message that day from Ms. Marold that my request was denied due to insurance/liability issues. This was never an issue in the past.

As I have stated in the Situation Form, my in-laws (Sophia's grandparents) are her primary caregivers before and after school as I have a full time job. They are not able to take her/pick her up every day. I am requesting that she be approved for bus service as it is *extremely* difficult for me to get transportation for Sophia to her grandparents' house daily.

If you have any questions or need additional information, please do not hesitate to contact me.

Thank you for your consideration.

Jamie Caruso

Jamie Caruso, M.Ed.

Assistant Director for BGS and Non Degree Programs

University of Connecticut at Waterbury

99 East Main Street

Waterbury, Connecticut 06702

203.236.9930

jamie.caruso@uconn.edu

# SITUATION FORM

To:

To: Mary Ann Marold, Education Liaison to Government, Business and Community Phone: (203) 346-3520					
Date: August 22, 2014					
Please fill out completely: (Please Print)					
Parent/Guardian Name: Jamie Caruso					
Home Address: 11 Chestnut Knoll Drive Sandy Hook, CT <u>Zip: 06482</u>					
Phone Number: Home: 2.304.1177 Cell: 2.885.3090					
Child's Name: Sophia Caruso					
Child's Age: 6 /Child Grade: Second					
Current District School: Waterbury Our Lady of Mount Carmel School					
Please explain, in detail, your situation:					
My daughter, Sophia Caruso is a second grader at Our Lady of Mount Carmel School.					
am requesting that she is provided bus service to/from school. Although our primary					
residence is in Sandy Hook, Sophia often resides at 20 Cheryl Drive, Waterbury with					
her grandparents. Her grandparents are her caregiver before/after school and are					
unable to drop her off/pick her up daily.					

Please note that due to the circumstances in our town, Sophia has been, and will continue to, attend school in Waterbury. I am flexible with getting Sophia to/from school next week while this is being reviewed. I realize that this is a late request and I thank you for taking the time to consider. If you have any guestions or need additional information, please feel free to contact me. Thank you.