



MEMORANDUM

**FROM:** Carrie A. Swain, Clerk  
Board of Education

**DATE:** November 5, 2019

**TO:** Michael J. Dalton, City Clerk

**SUBJECT:** Notice of RESCHEDULED Committee Meetings – Thursday, November 7, 2019, 6:00 p.m., State Street School  
Notice of Regular Meeting – Thursday, November 21, 2019  
6:30 p.m., Waterbury Arts Magnet School Atrium

The Committees of the Board of Education will meet on Thursday, November 7, 2019, 6:00 p.m., State Street School, 30 Church Street, Waterbury, CT.

AGENDA

SILENT PRAYER

PLEDGE ALLEGIANCE TO THE FLAG

- 1. Committee of the Whole/20 minutes ~ Principal’s Report (no backup) – Lisa Ariola-Simoes.

PUBLIC SPEAKING

- 2. Committee of the Whole/5 minutes ~ October 1 (ED006) Enrollment – W. Zhuta.
- 3. Committee of the Whole/3 minutes ~ Request approval of a College Facility Request/Reservation Agreement with Naugatuck Valley Community College – J. Epperson.
- 4. Committee on Finance/3 minutes ~ Request approval of Amendment 2 to the Agreement with St. Vincent’s Special Needs Center, Inc. for education services to children with disabilities – E. Skoronski.
- 5. Committee on Finance/3 minutes ~ Request approval of Amendment 1 to the Professional Services Agreement with Access Rehab Centers, LLC for speech and language therapy services – E. Skoronski.
- 6. Committee on Finance/5 minutes ~ Request approval of the Title III, Bilingual, and Immigrant Children and Youth Education Grant applications – A. Jorge-Ferguson.
- 7. Committee on Finance/5 minutes ~ Request approval of the 2019-2021 Consolidated Grant Application – Linda Riddick Barron.
- 8. Committee on Finance/5 minutes ~ Request approval of a Professional Services Agreement with JC Vending and Distribution, LLC to supply and deliver after school snacks to various schools – L. Franzese.
- 9. Committee on Finance/5 minutes ~ Quarterly Expenditure Report – D. Biolo.

10. Committee on Finance/10 minutes ~ Alliance Grant Application (to be distributed) – Dr. Rodriguez.
11. Committee on Finance/5 minutes ~ Request approval of an agreement with Dude Solutions for facility management software – W. Clark.
12. Committee of the Whole/5 minutes ~ Request approval of a Memorandum of Understanding/Program Acknowledgement with Connecticut Military Department for STARBASE CT – D. Schwartz.
13. Committee of the Whole/10 minutes ~ Assessment Results – D. Schwartz.
14. Committee of the Whole/3 minutes ~ Board of Education’s 2020 Meeting Schedule.
15. Committee on Building & School Facilities/3 minutes ~ Use of school facilities by school organizations and/or City departments – W. Clark.
16. Committee on Building & School Facilities/3 minutes ~ Use of school facilities by outside organizations and/or waiver requests – W. Clark.
17. **SUPERINTENDENT’S UPDATE TO THE BOARD**
18. Superintendent’s Notification to the Board/5 minutes:
  - a. Athletic appointments:  
Awwad, Catherine – CHS Freshman Boys Basketball Coach, eff. 12/02/19.  
Fryer, Deneen – WSMS Associate Unified Sports Coach, eff. 10/15/19.  
Gosturani, Marinela – KHS Assistant Volleyball Coach, eff. 09/27/19.  
Hart, Richard – Duggan Intramural Volleyball Coach, eff. 11/18/19.
  - b. Appointments:  
Griffin, Emily – Site Coordinator, KHS Edgenuity Program, eff. immediately.
  - c. Grant Funded appointments:  
Caceres, Laura – WSMS Parent Liaison, full-time, \$15.12 p/hour, non-union with benefits, funded by Title I.  
Gomez-Walton, Zhane – NEMS Parent Liaison, full-time, \$15.12 p/hour, non-union with benefits, funded by Title I.  
Grabowski, Terri – Substitute, Maloney Magnet School’s After-school Program.  
Newland, Cheryl – Title I Instructional Tutor, part-time, \$33.00 p/hour, non-union without benefits  
Ogurick, Paula – Title I Instructional Tutor, part-time, \$33.00 p/hour, non-union without benefits.  
Thompson, Gloria – WHS Parent Liaison, full-time, \$15.12 p/hour, non-union with benefits, funded by Title I.
  - d. 21<sup>st</sup> Century/State Department of Education After-school Program teacher appointments:

Michele Brittingham/Duggan	Charlene Brown/Duggan
Alana DeFazio/Regan	Elizabeth Frank/NEMS
Kenneth Patrick/PE Substitute	
  - e. 2019 – 2020 Extended Schools Hours Program Appointments:

School	Last name	First Name	Assignment
Bucks Hill	Hudobenko	Filomena	Admin.
Bucks Hill	Bello	Delia	Substitute Admin.
Bucks Hill	Sanzone	Ashley	Teacher
Bucks Hill	Rodriguez	Nanichi	Teacher
Bucks Hill	Heckmann	Stephanie	Teacher
Bucks Hill	Arroyo	Maria	Teacher
Bucks Hill	Rizzo	Lisa	Teacher

Bucks Hill	Colon	Zulinette	Teacher
Bucks Hill	Russell	Melissa	Teacher
Bucks Hill	Gavilan	George	Sub. Teacher
Bucks Hill	O'Donnell	Jennifer	Sub. Teacher
Bucks Hill	Ramos	Alyse	Sub. Teacher
Bucks Hill	Drewry	Megan	Sub. Teacher
Bucks Hill	Montes de Oca	Delmaliz	Sub. Teacher
Bucks Hill	Rossi	Christine	Teacher
Bucks Hill	Bassett	Stacey	Teacher
Bucks Hill	Brunelli	Teri	Clerical
Bunker Hill	Cruess	Steven	Lead Teacher
Bunker Hill	Avxhiu	Bjanka	Teacher
Bunker Hill	Gwiazdoski	Andrew	PE Teacher
Bunker Hill	Perugini	Haleigh	Sub. Teacher
Bunker Hill	Belancik	Benjamin	Sub. Teacher
Bunker Hill	Barbieri	Amber	Sub. Teacher
Bunker Hill	Rochon	Howard	Sub. Teacher
Bunker Hill	Marquez	Chakira	Sub. Teacher
Bunker Hill	Stango	Melissa	Sub. Teacher
Carrington	Gwiazdoski	Kristen	Vice-Principal/Admin.
Carrington	Renna	Karen	Principal/Sub. Admin.
Carrington	Palmer	Christina	Teacher
Carrington	Linares	Christopher	Teacher
Carrington	Johnson	Koral	Teacher
Carrington	Hanley	Jessica	Sub. Teacher
Carrington	Madera	Marlene	Sub. Teacher
Carrington	Bonacore	Taylor	Aide
Carrington	Carosello	Jennifer	Substitute Aide
Carrington	Canfield	Kelley	Para (if needed)
Carrington	Conway	Jaimie	Clerical
Chase	Evans-Foster	Shernett	Admin.
Chase	Zillo	Maria	Substitute Admin.
Chase	Caldarella	Lorri	Teacher
Chase	Cavallo	Angelica	Teacher
Chase	Matthews	Steve	Teacher
Chase	O'Toole	Kaitlyn	Teacher
Chase	McCue	Erin	Sub. Teacher
Chase	Spinella	Abby	Sub. Teacher
Chase	Cianfagna	Traci	Sub. Teacher
Chase	Melendez	Doreen	Coordinator/Parent Liaison
Chase	Turner	Gina	Para
Chase	Salvia	Carol	Clerical
Driggs	Pinho	Kelly	Admin.
Driggs	Gomez	Bridgett	Substitute Admin.
Driggs	Quezada	Paula	Teacher
Driggs	Modeen	Brianne	Teacher
Driggs	Albino	Christine	Teacher
Driggs	Balanda	Heather	Teacher
Driggs	Atkinson	Jennifer	Clerical
Duggan	Finkenzeller	Frances	Lead Teacher
Duggan	McCasland	Maureen	Teacher
Duggan	Scirica	Erin	Teacher
Duggan	Brittingham	Michele	Sub. Teacher
Duggan	Field	Susan	Sub. Teacher
Duggan	Diorio	Jill	Sub. Teacher
Generali	Rock	Stefanie	Admin.
Generali	Pelletier	Roseann	Teacher
Generali	Verrier	Marie	Para
Generali	Rhinesmith	Wendy	Sub. Teacher

Generali	Barbieri	Nikki	Sub. Teacher
Generali	Neibel	Amy	Sub. Teacher
Generali	Giannelli	Alexandra	Sub. Teacher
Generali	DellaCamera	Ashley	Sub. Teacher
Generali	Sarasin	Pamela	Sub. Teacher
Generali	Walling	Maggie	Substitute Para
Generali	Ramos	Stephanie	Substitute Para
Generali	Mendoza	Tania	Clerical
Gilmartin	Bulls	Tanya	Lead Teacher/Admin.
Gilmartin	Curley-Colon	Laura	Sub. Lead Teacher/Admin.
Gilmartin	Fenn	Myra	Teacher
Gilmartin	Sconziano	Jessica	Teacher
Gilmartin	Trudeau	Lorraine	Sub. Teacher
Gilmartin	Falcone	Brenda	Sub. Teacher
Gilmartin	Garafola	Denise	Sub. Teacher
Gilmartin	Dwyer	Catherine	Sub. Teacher
Gilmartin	Rose	Mary	Clerical
Kingsbury	Larkin	Brian	Lead Teacher
Kingsbury	Osborne	Arielle	Sub. Teacher
Kingsbury	Knighton	Drewena	Para
Kingsbury	Guedelha	Norma	Clerical
Reed	Mendoza	Juan	Admin.
Reed	Tomasella	Diurca	Substitute Admin.
Reed	Albizu	Cindy	Teacher
Reed	Steffero	Melissa	Teacher
Reed	Farrington	Gina	Sub. Teacher
Reed	Damore	Cristina	Clerical
Regan (Duggan)	Sanzari	Dina	ELA Lead Teacher/Admin.
Regan	Swartz	Elizabeth	Math Teacher
Regan	Milo	Maria	Sub. Lead Teacher/Teacher
Regan	Tyrrell	Nikole	Sub. Teacher
Regan	Chiucarello	Lindsay	Sub. Teacher
Regan	Stribling	Denise	Clerical
Tinker	Mulhern	Jacqueline	Lead Teacher
Tinker	Boucher	Jennifer	Teacher
Tinker	Mastrianna	Catherine	Teacher
Tinker	Desanto	Christine	Teacher
Tinker	Wehry	Nina	Clerical
Tinker	Violette	Danielle	Sub. Teacher
Tinker	Biello	Claudia	Substitute Teacher
Tinker	Parks	Michelle	Sub. Teacher
Tinker	Mete	Meleke	Sub. Teacher
Tinker	Wehry	Nina	Clerical
Walsh	Wilson	Maureen	Admin. Substitute
Walsh	Paolino	Ellen	Admin.-Substitute
Walsh	Pierresaint	Courtney	Lead Teacher
Walsh	Maldonado	Joanne	Teacher
Walsh	Bilbrough	Allyson	Teacher
Walsh	Nadolny	Karen	Sub. Teacher
Walsh	Coty	Heidi	Sub. Teacher
Washington	Langan	Colleen	Lead Teacher
Washington	Byron	Emily	Teacher
Washington	Rua	Stephanie	Sub. Teacher
Washington	Sullivan	Mariannina	Sub. Teacher
Washington	Cocchiola	Kaitlyn	Para
Washington	Bochicchio	Judy	Para
Washington	Santos	Melanie	Substitute Para
Washington	Fitzgerald	Kris	Clerical

Wilson	Rosser	Jennifer	Admin.
Wilson	Coelho	Dana	Substitute Admin.
Wilson	Healey	Tara	Teacher
Wilson	Densmore	Amy	Teacher
Wilson	Shaffer	Andrea	Teacher
Wilson	Orsatti	Donna	Para/Admin. support
Wilson	Jennifer	Morhous	Sub. Teacher
Wilson	Shwartz	Amelia	Sub. Teacher
Wilson	Gladynell	Yuiza	Sub. Teacher
Academic Acad/WMS	Coughlin	Timothy	Lead Teacher
Academic Acad/WMS	Hill	Elaine	Teacher/Sub. Lead Teacher
Academic Acad/WMS	Gluz	Debra	Teacher
Academic Acad/WMS	Mucciacciaro	Kathryn	Sub. Teacher
Academic Acad/WMS	Terenzi	Timothy	Sub. Teacher

f. Teacher new hires:

<i>Name</i>		<i>Assignment</i>		<i>Effective</i>
Armour	Nadean	North End	Special Ed.	09/26/19
Arnold	Jessica	State Street	Special Ed.	10/24/19
Broggi	Jessica	Bucks Hill Annex	Pre-K Sped.	10/24/19
Brostek	Melissa	Bunker Hill	Art	09/18/19
Decaminada	Amanda	Bucks Hill	Special Ed	10/21/19
Dickey	Ryan	North End	Social Studies	10/10/19
Flematti	Jessica	Wilby	Social Worker	09/26/19
Rodrigues	Cindy	Washington	Sped.	10/24/19

g. Academic Achievements effective 08/22/19:

<i>Name</i>		<i>From</i>	<i>To</i>	<i>University</i>
Abraham	Mckenzie	MA+15/2	6 YR/2	Quinnipiac U
Aird	Hugh	BA/8	BA+15/8	St. Joseph/ Northern Arizona U
Alagno	Elizabeth	MA/2	MA+15/2	SH U/Fairfield U
Arroyo	Alyssa	BA/2	MA/2	The Graduate Inst.
Brito	Mallory	MA+15/8	6 YR/8	SH U
Bunko	Katherine	MA+15/5	6 YR/5	Post U
Burke	Kaitlin	BA, 2	BA+15, 2	St. Joseph
Calabrese	Melissa	6 YR/8	6 YR+15/8	Fairfield U
Calabro	Marissa	6 YR/5	6 YR+15/5	SCSU
Campbell	Stuart	MA+15/4	6 YR/4	CCSU
Carpenter	Ryan	6 YR/8	6 YR+15/8	U of Bridg.
Cavanaugh	Ellon	MA/12	MA+15/12	Dominican U
Cook	Brandy	MA/6	MA+15, 6	The Graduate Inst.
Della Calce	Anthony	BA+15/5	MA/5	St. Joseph
Demirs	Matthew	BA/1	BA+15/1	SCSU
Dudek	Caitlyn	MA+15/5	6 YR/5	U of NE
Dudley	Alexandrea	BA/5	BA+ 15/5	St. Joseph Col. of Maine
Ferrazzi	Carly	MA+15/8	6 YR/8	Northcentral U
Foote	Andre	BA/5	MA/5	Post U
Fricks	Benjamin	BA+15/2	MA+15/2	SCSU
Fusco	Sara	MA/3	MA +15/3	U Of Bridg./Dom. U
Gaafar	Harley	BA/6	MA/6	U of Texas
Gagne	Crystal	BA/2	BA +15/2	SCSU
Galvin	Dina	BA+15/4	MA/4	The Graduate Inst.
Germain	Benjamin	MA+15/5	6 YR/5	U Of Bridg.
Gernat	Jillian	MA/5	MA +15/5	St. Joseph
Giannelli	Alexandra	MA/1	MA +15/1	St. Joseph
Gibson	Ricardo	MA+15/5	6 YR/5	U Of Bridg.
Heaton	Kelsey	BA/3	BA +15/3	WCSU
Hernandez	Ivan	MA/10	MA +15/10	U of Bridg.

Hill	Elaine	BA, 2	BA+15, 2	St. Joseph
Hunsicker	Katherine	MA/5	MA +15/5	U of Toledo
Joyce	Angela	MA/4	MA+15/4	SH U
Kearns	Maura	MA/10	MA +15/10	Quinnipiac U
Lago	Lori	BA+15/2	MA+15/2	SCSU
Lanza	Jessica	MA/4	MA+15/4	Loyola Marymount U
Lopez	Briana	BA+15/4	MA/4	CCSU
McCann	Peter	MA/4	MA+15/4	U of Bridg./Dom. U
McKeeman	Erin	MA/9	MA+15/9	U of Bridg./Augustana U
McLellan-Kelly	Wendy	6+15/9	PhD/9	Concordia U
Moriarty	Margaret	6TH Yr./6	6+15/6	U of Bridg.
Mucciacciaro	Kathryn	MA/5	MA +15/5	The Graduate Inst.
Musco	Elizabeth	MA +15/9	6+15/9	Dominican U
Nowak	Carolyn	BA +15/3	MA/3	U of Hartford
Pannoni	Michael	6 YR/8	6 YR+15/8	U of Bridg.
Pantoni	Elizabeth	BA/5	BA+ 15/5	Fairfield U
Pape	Anne	MA/7	MA +15/7	Quinnipiac U/U of Hartford
Parks	Michele	MA+15/5	6 YR +15/5	St. Joseph
Pierz	Robbin	MA/8	MA+15/8	U of Saint Joseph & Widener U
Porcaro	Rachael	BA/5	BA+ 15/5	Post U
Quinones	Adriana	MA +15/9	6 YR/9	The Graduate Inst.
Rivera	Lucille	MA+15/5	6TH Yr./5	U of Bridg.
Rizk	Lyndsey	BA+15/2	MA/2	Quinnipiac U
Rizzo	Lisa	6TH Yr./5	6 YR+15/5	SCSU
Rotatori	Kayla	BA/2	MA/2	American College of Education
Santana	Zulma	MA+15/5	6TH Yr./5	SCSU
Santopietro	Dayna	6 YR/12	6 YR +15/12	The Graduate Inst.
Spagnoletti	Rachel	BA/5	BA+ 15/5	The Graduate Inst./U of Hartford
Stango	Kerry	BA/3	BA +15/3	U of Saint Joseph
Steffero	Melissa	BA/4	BA+ 15/4	SCSU
Terenzi	Adriana	MA/4	6TH Yr./4	U of Bridg.
Terenzi	Timothy	MA/5	MA +15/5	The Graduate Inst.
Tyrrell	Nikole	BA/2	BA+15/2	Quinnipiac U
Ursino	Antonio	MA/6	MA+15/6	Phoenix/Hartford
Wagher	Maureen	MA/6	MA +15/6	The Graduate Inst.
Wiener	Matthew	6 YR/7	6 YR +15/7	SCSU

h. Resignations:

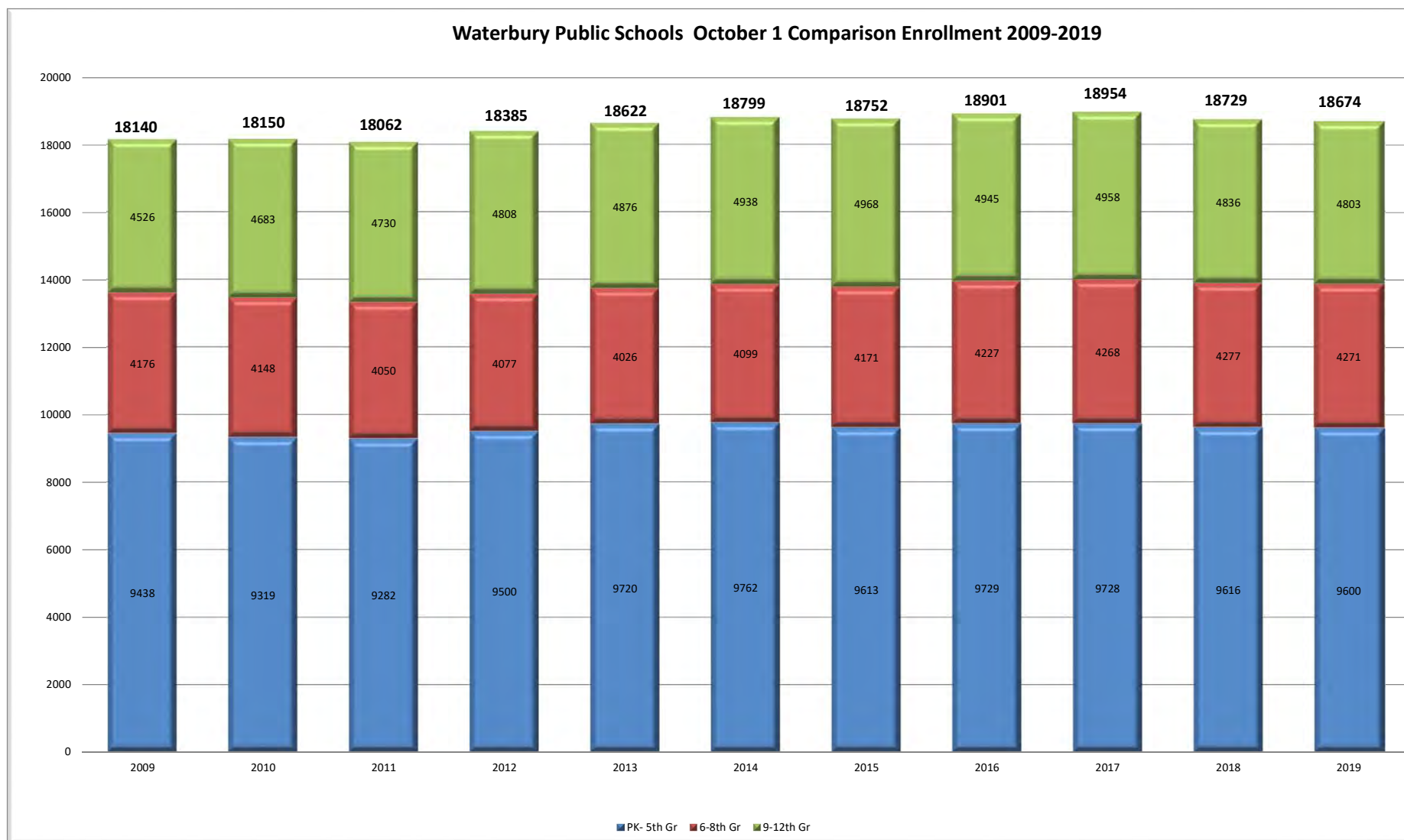
Baumbach, Christian – CHS Social Studies, effective  
 Bergeron, Eric – Walsh Grade 5, effective 10/31/19.  
 Brostek, Melissa – Bunker Hill Art, effective 11/01/19.  
 Calabrese, Matthew – Principal, Chase School, effective 10/28/19.  
 Carruthers, Kaitlyn – Driggs/Kingsbury Music, effective 10/16/19.  
 Colangelo, Tina – WHS Special Ed, effective 10/30/19.  
 Coppola, Lindsay – Reed Grade 4, effective 10/31/19.  
 Courtney, Charice – Reed Grade 2, effective 11/07/19.  
 Dorso, Thomas – Wendell Cross Grade 4, effective 11/22/19.  
 Dwyer, Jennifer – Principal, Gilmartin School, effective 11/15/19.  
 Figura, Emily – Walsh Grade 4 Math, effective 11/14/19.  
 Harisi, Vanesa – Walsh Grade 4, effective 10/25/19.  
 Mulhall, Alexa – Driggs Grade 3, effective 10/24/19.  
 Starks, Lisa – WAMS Science, effective 11/01/19.

**EXECUTIVE SESSION**

**ADJOURNMENT**

ATTEST:   
 Carrie A. Swain, Clerk  
 Board of Education

## Item #2





Please direct all communications to:  
 Naugatuck Valley Community College  
 750 Chase Parkway  
 Waterbury, CT 06708  
 Ed Clancy, Associate Registrar (203) 575-8087  
eclancy@nv.edu

**CONNECTICUT COMMUNITY COLLEGES**  
**COLLEGE FACILITY REQUEST / RESERVATION AGREEMENT**  
 for use of college facilities by external and community organizations

<b>COLLEGE / STATE</b>	AGENCY NAME AND ADDRESS - Board of Trustees of Community-Technical Colleges		AGENCY NO.
<b>CONTRACTING</b>	on behalf of Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708		CCC78000 / CCC7708
<b>AGENCY</b>			

**SECTION I. TO BE COMPLETED BY REQUESTING / SPONSORING ORGANIZATION:**  
 (College relies on this information which therefore becomes part of any approved Agreement.)

<b>SPONSORING ORGANIZATION</b>	ORGANIZATION NAME:	Waterbury Public Schools	CONTACT PERSON:	Tina Bacchus / Janice Epperson
	ORGANIZATION ADDRESS:	236 Grand Street	BUSINESS PHONE:	203-573-6693
		Waterbury, CT 06702	EMAIL 1:	jepperson@waterbury.k12.ct.us
	CO-SPONSOR (if applicable):		EMAIL 2:	tbacchus@waterbury.k12.ct.us

<b>EVENT INFORMATION / REQUEST FOR USE OF COLLEGE FACILITIES</b>	TITLE and DESCRIPTION OF EVENT or ACTIVITY: NISL Leadership PD		NUMBER EXPECTED TO ATTEND: 30
	SPACE(S) REQUESTED: Founders Hall Community Room F-101		
	EVENT DATE(S) and TIME(S): Tuesday and Wednesday, 11/12 and 11/13, and Tuesday and Wednesday, 12/17 and 12/18/2019 8:00AM to 5:00PM <i>Monday and Tuesday 10/21 &amp; 10/22</i>	WILL FOOD and BEVERAGE BE SERVED? FOOD <input type="checkbox"/> Yes* <input checked="" type="checkbox"/> No BEVERAGE <input type="checkbox"/> Yes* <input checked="" type="checkbox"/> No DESCRIPTION OF FOOD / BEVERAGE: CATERING BY: <u>Company Name</u> <u>Phone</u> <i>*All food service must comply with Appendix A, H, 2 (Page 4)</i>	
	SPECIAL EQUIPMENT and SET UP REQUIREMENTS (to be included as part of base Rental Fee): AV Equipment (specify TV, VCR, DVD, projector (type), microphones (#), other): LCD projector, screen, lapel microphone, podium with microphone, internet access Other Equipment (specify chairs (#), rectangular tables (#), round tables (#), podium, coat rack, other): 7 round tables, 30 chairs, 5 chairs per table Special setup / instructions (ADA, floor plan, setup, etc.): Further details to be determined through collaboration between events sponsor and NVCC Director of Maintenance Once reservation is approved, SPONSORING ORGANIZATION must contact COLLEGE at least 10 days prior to Event to confirm equipment and set up needs.		

REQUESTOR NAME: Janice Epperson, Tina Bacchus	REQUESTOR TITLE / CAPACITY IN WHICH REQUEST MADE: Event Coordinators	DATE REQUEST SUBMITTED: 8-28-2019
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**FOR COLLEGE INTERNAL USE ONLY**



**SECTION II. TO BE COMPLETED BY AUTHORIZED COLLEGE OFFICIAL:**

(Request for meeting space does not guarantee a reservation; no space can be reserved until Section II is completed and both parties have signed in Section III.)

COLLEGE AGREES TO RESERVE THE ROOM(S) and TIME(S) AS INDICATED BELOW FOR THE ORGANIZATION AND EVENT DESCRIBED IN SECTION I.						
Day(s) of Week:	Date(s):	Client setup time:	Start time:	End time:	Campus / Building / Room:	
Tuesday	11/12 and 12/17/2019	8:00AM	8:15AM	5:00PM	Founders Hall Community Room F-101	
Wednesday	11/13 and 12/18/2019	8:00AM	8:15AM	5:00PM	Founders Hall Community Room F-101	
Monday	10/21/19	8:00 AM	8:15 AM	5:00 PM	Founders Hall Community Room F-101	
Tuesday	10/22/19	8:00 AM	8:15 AM	5:00 PM	Founders Hall Community Room F-101	

COLLEGE AGREES TO PROVIDE NORMAL BUILDING MAINTENANCE, SECURITY AND UTILITY SERVICES and SPECIAL EQUIPMENT / SET-UP AS SPECIFIED IN SECTION I.

COLLEGE AGREES TO PROVIDE THE FOLLOWING ADDITIONAL SERVICES (check those which apply. An additional fee will be charged unless "included" is indicated.)		SPONSORING ORGANIZATION AGREES to the following Terms and Conditions:
Included	Extra Cost	
<input type="checkbox"/>	<input type="checkbox"/>	IT / media technical support
<input type="checkbox"/>	<input type="checkbox"/>	Coordination services
<input type="checkbox"/>	<input type="checkbox"/>	Catering (separate order form required)
<input type="checkbox"/>	<input type="checkbox"/>	Parking
<input type="checkbox"/>	<input type="checkbox"/>	Additional police, fire or event security
<input type="checkbox"/>	<input type="checkbox"/>	Maintenance / custodial service
<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)

Provide or attach any special instructions re checked items:  
**No support service charges recommended for this event.**

SPONSORING ORGANIZATION agrees to indemnify, defend and hold harmless the State, its agencies, its officers, and its employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance of this agreement in any manner directly or indirectly caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault, willful misconduct or negligence of Sponsoring Organization or its employees, agents, event attendees or members.

TERMS AND CONDITIONS	
Terms and conditions of this Agreement are described more fully continuing on Page 3, Section IV.	

COST AND SCHEDULE OF PAYMENTS	
SPONSORING ORGANIZATION AGREES TO PAY THE FOLLOWING (check those which apply):	
<input type="checkbox"/> DAMAGE DEPOSIT OF (amount) \$ _____ DUE BY (date) _____ <small>SPONSORING ORGANIZATION is responsible for any damage to the COLLEGE facility resulting from the Event. COLLEGE will perform an inspection within 2 business days following Event and inform Sponsoring Organization of any damages; COLLEGE will apply deposit (if any) to cost of repairs and refund balance or invoice difference to Sponsoring Organization.</small>	
<input type="checkbox"/> BASE RENTAL FEE OF (amount) \$ _____ <input checked="" type="checkbox"/> NO RENTAL FEE REQUIRED <input type="checkbox"/> FEES FOR OTHER ADDITIONAL SERVICES (specify amount(s) and due date(s)): _____ Total contract (excluding damage deposit) is not to exceed \$0.00	

CANCELLATION	
Reservation may be cancelled with no penalty by giving the MINIMUM BUSINESS DAYS' WRITTEN NOTICE indicated =>	10 MINIMUM BUSINESS DAYS'
SPONSORING ORGANIZATION will be charged as follows for reservations cancelled with less notice:	N/A WRITTEN CANCELLATION NOTICE
WEATHER: In case of inclement weather, COLLEGE class cancellations are broadcast over local radio and television stations. When classes are cancelled, or facility opening is delayed for weather-related or other reasons not under College control, all events scheduled during the same timeframe will likewise be cancelled with full refund.	

SECTION III. ACCEPTANCES AND APPROVALS		STATUTORY AUTHORITY C.G.S. 4a-52a, 10a-151b	
SPONSORING ORGANIZATION AUTHORIZED SIGNATURE	TYPE OR PRINT FULL NAME AND TITLE of person signing	DATE SIGNED	
By signing, individual certifies he/she has authority to act on behalf of Sponsoring Organization and agrees, on its behalf, to the terms and conditions specified in this Agreement.			
COLLEGE AUTHORIZED SIGNATURE / DATE	TYPE OR PRINT FULL NAME AND TITLE of person signing	DEAN OF ADMINISTRATION REVIEWED & DATE	
<i>Daisy Cocco De Filippis</i> 9/30/19	Daisy Cocco De Filippis, President, NVCC	<i>Nancy Egan</i> 9/27/19	

#### SECTION IV. - TERMS AND CONDITIONS

##### A. Non-Discrimination

(a)(1) For the purposes of this Paragraph A, "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (i) who are active in the daily affairs of the enterprise, (ii) who have the power to direct the management and policies of the enterprise, and (iii) who are members of a minority, as such term is defined in subsection (a) of Conn. Gen. Stat. Sec. 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements. (a)(2) For purposes of this Paragraph A, "Commission" means the Commission on Human Rights and Opportunities. (a)(3) For purposes of this Paragraph A, "public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

(b)(1) The Sponsoring Organization agrees and warrants that in the performance of the contract such Sponsoring Organization will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such Sponsoring Organization that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The Sponsoring Organization further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by the Sponsoring Organization that such disability prevents performance of the work involved; (b)(2) The Sponsoring Organization agrees, in all solicitations or advertisements for employees placed by or on behalf of the Sponsoring Organization, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (b)(3) The Sponsoring Organization agrees to provide each labor union or representative of workers with which the Sponsoring Organization has a collective bargaining agreement or other contract or understanding and each vendor with which the Sponsoring Organization has a contract or understanding, a notice to be provided by the Commission, advising the labor union or worker's representative of the Sponsoring Organization's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (b)(4) The Sponsoring Organization agrees to comply with each provision of this Section and Conn. Gen. Stat. Secs. 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. Sec. 46a-56, as amended by Section 5 of Public Act 89-253, Conn. Gen. Stat. Sec. 46a-68e and Conn. Gen. Stat. Sec. 46a-68f; (b)(5) The Sponsoring Organization agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Sponsoring Organization as relate to the provisions of this Section and Conn. Gen. Stat. Sec. 46a-56. If the contract is a public works contract, the Sponsoring Organization agrees and warrants that it will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

(c) Determination of the Sponsoring Organization's good faith efforts shall include, but shall not be limited to, the following factors: The Sponsoring Organization's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The Sponsoring Organization shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

(e) The Sponsoring Organization shall include the provisions of subsections (b)(1-5) of this Paragraph A in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Sponsoring Organization shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Conn. Gen. Stat. Sec. 46a-56, as amended by Section 5 of Public Act 89-253; provided if such Sponsoring Organization becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Sponsoring Organization may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

(f) The Sponsoring Organization agrees to comply with the regulations referred to in this Paragraph A as they exist on the date of this agreement and as they may be adopted or amended from time to time during the term of this agreement and any amendments thereto.

(g) The Sponsoring Organization agrees to the following provisions: The Sponsoring Organization agrees and warrants that in the performance of the agreement such Sponsoring Organization will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and the employees are treated when employed without regard to their sexual orientation; the Sponsoring Organization agrees to provide each labor union or representative of workers with which such Sponsoring Organization has a collective bargaining Agreement or other contract or understanding and each vendor with which such Sponsoring Organization has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Sponsoring Organization's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; the Sponsoring Organization agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. Sec. 46a-56; the Sponsoring Organization agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Sponsoring Organization which relate to the provisions of this Section and Conn. Gen. Stat. Sec. 46a-56.

(h) The Sponsoring Organization shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Sponsoring Organization shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Conn. Gen. Stat. Sec. 46a-56; provided, if such Sponsoring Organization becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Sponsoring Organization may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and State may so enter.

##### B. Americans with Disabilities Act

This clause applies to those Sponsoring Organizations which are or will become responsible for compliance with the terms of the Americans with Disabilities Act of 1990 during the term of the contract. Sponsoring Organization represents that it is familiar with the terms of this Act and that it is in compliance with the law. Failure of the Sponsoring Organization to satisfy this standard either now or during the term of the contract as it may be amended will render the contract voidable at the option of the State upon notice to the Sponsoring Organization. Sponsoring Organization warrants that it will hold the State harmless from any liability which may be imposed upon the State as a result of any failure of the Sponsoring Organization to be in compliance with this Act.

##### C. Executive Orders

(a) Executive Order No. 3, Nondiscrimination. This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any State or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a party to this agreement. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to nondiscrimination until the agreement is completed or terminated prior to completion. The Sponsoring Organization agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that it will not discriminate in its employment practices or policies, and will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner.

(b) Executive Order No. 17, Connecticut State Employment Service Listings. This contract is subject to the provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such, this contract may be canceled, terminated or suspended by the Contracting Agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be party to this Agreement. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the Contracting Agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service.

(c) Executive Order No. 16, Violence in the Workplace Prevention Policy. This contract is subject to the provisions of Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999 and, as such, the contract may be canceled, terminated or suspended by the State for violation of or noncompliance with said Executive Order No. Sixteen. The parties to this contract, as part of the consideration hereof, agree: (1) The Sponsoring Organization shall prohibit employees from bringing into the state work site, except as may be required as a condition of employment, any weapon or dangerous instrument as defined herein. (2) "Weapon" means any firearm, including a BB gun, whether loaded or unloaded, any knife (excluding a small pen or pocket knife), including a switchblade or other knife having an automatic spring release device, a siletto, any police baton or nightstick or any martial arts weapon or electronic defense weapon. "Dangerous instrument" means any instrument, article, or substance that, under the circumstances, is capable of causing death or serious physical injury. (3) The Sponsoring Organization shall prohibit employees from attempting to use, or threaten to use, any such weapon or dangerous instrument in the state work site and employees shall be prohibited from causing, or threatening to cause, physical injury or death to any individual in the state work site. (4) The Sponsoring Organization shall adopt the above prohibitions as work rules, violations of which shall subject the employee to disciplinary action up to and including discharge. The Sponsoring Organization shall insure and require that all employees are aware of such work rules. (5) The Sponsoring Organization further agrees that any subcontract it enters into in the furtherance of work to be performed under this contract, shall contain provisions (1) through (4) of this section. (6) In addition, the parties to this contract agree that the provisions herein which apply to the state work site under Executive Order No. 16 shall also apply to the Client work site under this contract.

(d) Executive Order No. 7B, Integrity in State Contracting. This contract is subject to the provisions of Executive Order No. 7B of Governor M. Jodi Rell, promulgated on November 16, 2005 and, as such, this contract may be canceled, terminated or suspended by the State for violation of or noncompliance with said Executive Order No. 7B. The parties to this contract, as part of the consideration hereof, agree: (1) The State Contracting Standards Board ("Board") may review this contract and recommend to the State Contracting Agency, termination of this contract for cause. The State Contracting Agency shall consider the recommendations and act as required or permitted in accordance with the contract and applicable law. The Board shall provide the results of its review, together with its recommendations, to the State Contracting Agency and any other affected party in accordance with the notice provisions in the contract no later than fifteen (15) days after the Board finalizes its recommendation. For the purpose of this sub-section, "for cause" means a violation of the State Ethics Code (Connecticut General Statutes Chapter 10), or wanton or reckless disregard of any state contracting and procurement process by any person substantially involved in this Contract or State Contracting Agency. (2) For purpose of the section, "contract" shall not include real property transactions involving less than a fee simple interest or financial assistance comprised of state or federal funds, the form of which may include but is not limited to grants, loans, loan guarantees, and participation interests in loans, equity investments and tax credit programs. Notwithstanding the foregoing, the Board shall not have any authority to recommend the termination of a contract for the sale or purchase of a fee simple interest in real estate following transfer of title. (3) Effective January 1, 2006, notwithstanding the contract value listed in Connecticut General Statutes (C.G.S.) sections 4-250 and 4-251, all procurements between state agencies and private entities with a value of \$50,000 (fifty thousand dollars) or more in a calendar or fiscal year shall comply with the gift affidavit requirements of said sections. Certification by agency officials or employees required by C.G.S. 4-252 shall not be affected by this section.

#### D. Laws and Regulations

(a) This contract, and any and all disputes arising out of or in connection therewith, shall in all respects be governed by the laws of the State of Connecticut. (b) Sponsoring Organization, its employees and representatives shall at all times comply with all applicable laws, ordinances, statutes, rules, regulations, and orders of governmental authorities, including those having jurisdiction over its registration and licensing to perform services under this contract.

(c) The Sponsoring Organization agrees that the sole and exclusive means for the presentation of any claims against the State, the Board of Trustees of Community-Technical Colleges, or the College, arising from this contract shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Sponsoring Organization further agrees not to initiate legal proceedings in any state or federal court in addition to, or in lieu of, said Chapter 53 proceedings.

#### E. Indemnification

Sponsoring Organization hereby agrees to indemnify, defend and hold harmless the State, its agencies, its officers, and its employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance of this contract, in any manner directly or indirectly caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault, willful misconduct or negligence of Sponsoring Organization or its employees, agents or subSponsoring Organizations.

#### F. Insurance

The Sponsoring Organization agrees that while receiving or performing services specified in this contract that it shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service(s) to be received or performed so as to "save harmless" the State of Connecticut from any insurable cause whatsoever. If requested, certificates of such insurance shall be provided to the contracting state agency.

#### G. Board of Trustees of Community-Technical Colleges Policy on Use of Community College Facilities

Notwithstanding any other provision of this agreement, Sponsoring Organization agrees to the provisions of the Board of Trustees' policy on use of community college facilities as reproduced in this Section G and any College policies and procedures not inconsistent herewith as outlined in Section H, College Rules and Regulations.

The policies enunciated herein derive from a conviction that the facilities of the community colleges should be generally available to the greater community. This conviction rests on two assumptions. The first holds that an institution of higher education should be an open forum for the exchange of ideas. The second relates to the community service function of the comprehensive community college, a key component of which is the use of college resources by responsible persons and groups within the region served by the college. This implies that the college should reach out into the community to encourage utilization of the resources of the college, including its physical facilities.

However, no organization whose primary purpose is other than academic or student-centered shall be domiciled or have permanent location at a college facility without the approval of the board of trustees. The board reserves the right to grant exceptions to the facilities use policy if it determines that an arrangement is consonant with the mission of the comprehensive community college.

Utilization of college facilities shall be afforded without regard to the race, color, religious creed, sex, age, national origin, ancestry, present or past history of mental disorder, marital status, mental retardation or physical disability, including but not limited to blindness, prior conviction of a crime, political beliefs, veteran status, or sexual preference of the applicant unless there is a bona fide qualification excluding persons in one of the above groups.

The following guidelines for the use of campus facilities are provided for the implementation of this policy. The responsibilities assigned to the president by these guidelines may be delegated.

1. Commercial endeavors, including solicitations, are discouraged. If the president determines that a commercial activity is beneficial to the educational function of the college, he or she may authorize such activity, provided that in so doing he or she ensures that the name of the college is not associated with the activity and that the college does not appear to have endorsed the endeavor.
2. The name of the college shall not be associated with any group which is not a bona fide college organization, except that the president may authorize the co-sponsorship of activities which are consonant with the philosophy of the comprehensive community college.

No organization may use the facilities of a college for the purpose of raising funds, except that the president may grant permission for such activities to bona fide charities, college foundations, and public service organizations.

When college facilities are utilized by an outside organization, the following requirements apply. The term outside organization includes any person, group or legal entity authorized to use the facilities of a community college whose authorization does not include sponsorship or cosponsorship by the college. Authority granted by a college to use the facility constitutes a license subject to the conditions stated below.

1. An outside organization is required to obtain public liability and property damage insurance in the amount of \$1,000,000 for combined single limit coverage. A certificate of public liability and property damage insurance on the college facilities which provides coverage and names the college as an additional insured for the total period the organization occupies the facilities must be submitted to the college at least one week prior to the commencement of the leasing period.
2. The outside organization must obtain all necessary state and local permits. Copies must be filed with the college at least one week prior to the event.
3. The outside organization shall be responsible for the collection and payment of required state admission tax.
4. The president shall establish a schedule of fees for the use of college facilities and equipment and the services of college personnel by an outside organization. The schedule of fees should meet only the additional costs incurred by the college and should not be structured to yield the college a profit. Outside organizations utilizing college security and custodial personnel shall be billed directly by the college for said services. Said personnel shall be compensated at their regular rate, including overtime and benefits. Necessary security and maintenance services shall be provided by college personnel, unless supplemental personnel such as state or local police are deemed necessary.
5. The outside organization shall meet all applicable state regulations as to legality and compliance with appropriate civil rights legislation. The civil rights compliance number or, in lieu thereof, assurance of compliance in writing shall be obtained. See Appendix A.
6. The outside organization may be required to make special arrangements with the college if the facility is to be used outside the normal operating hours of the college. An appropriate college employee must be present at all such times.
7. Any outside organization using college facilities shall be responsible for any damage to college property. The organization granted license shall indemnify and hold harmless the college, the board of trustees, and the state of Connecticut against any claim.
8. The use of college facilities by outside organizations must comply with all applicable general statutes, state regulations, and board of trustees and college policies.
9. It shall be the duty of the person or organization granted a permit to ascertain and abide by any and all rules and regulations pertaining to college property.
10. Consumption of alcoholic beverages shall be in compliance and consistent with the board of trustees system policy on drugs and alcohol in the community colleges.
11. No vendors shall be permitted in the building or on the premises, except by special permission of the college.
12. The college reserves the right to revoke or change the date of any permit granted in case of emergency or conflict with college programs.

The guidelines for utilization of facilities by outside organizations shall be reproduced as part of the application for use of the facilities. Said application must contain the schedule of fees established by the president and may contain college-promulgated requirements not inconsistent with these guidelines. The application shall also contain the nondiscrimination clauses contained in Appendix A.

#### APPENDIX A

The applicant agrees and warrants that no person shall be denied the benefits of or otherwise subjected to discrimination under any program or activity for which the applicant uses the facilities of the college because of race, color, religious creed, sex, age, national origin, ancestry, present or past history of mental disorder, marital status, mental retardation or physical disability, including, but not limited to, blindness, or prior conviction of a crime, political beliefs, veteran status, or sexual preference, unless there is a bona fide qualification excluding persons in one of the above protected groups.

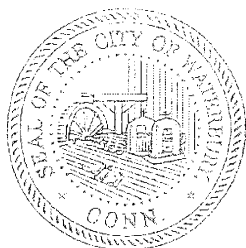
[If the applicant has been assigned a civil rights compliance number, said number should be provided on the application.]

#### H. College Rules and Regulations

1. EMERGENCIES: In the event of an emergency, the on-campus Public Safety Department can be reached by picking up any of the emergency phones located at most elevators. You may also dial 8112 from an on-campus phone or (203) 575-8112 from an off-campus or cell phone. For non-emergency related calls, dial 8113 from an on-campus phone, or (203) 575-8113 from an off-campus phone.
2. FOOD SERVICE: The following food services are PROHIBITED:
  - a. Hot foods prepared at a residence and transported to the college;
  - b. Cut fruit that is not maintained at a temperature of 45 degrees
3. CATERING: Events requiring catering services can contact Epicurean Feast, the college's officiality approved vendor, at 203-596-2122. For information on other local caterers, contact the Events Planning Office (COLLEGE).
4. ALCOHOLIC BEVERAGES: Serving or sale of alcoholic beverages is discouraged. Users wishing to serve or sell alcohol on campus must complete an application and submit a minimum of two weeks in advance of the requested date to the Provost and Dean of Administration and approved by the President. Request forms are available through the COLLEGE.



5. SIGNS: Posting of directional signs to events is not permitted without permission in advance by the college. If permission is granted, users will only be permitted to post on easels stands, requested in advance, or non-committed bulletin boards. Outdoor sandwich boards are also available through the COLLEGE on a reservation basis. Signs may not be posted directly on any of the permanent college signs. All signs must be removed by the sponsor immediately following the activity.
6. ACCESS TO FACILITIES: Users will have access to the assigned room during the hours indicated on the approved Facility Reservation Request. Set-up and breakdown must be done within the reserved time and must not impede use of the space by another group at a time that has not been reserved. Under no circumstances should a group utilize a facility that has not been assigned or approved in advance. Users must also coordinate any date ranges approved on Facility Reservation Requests with the current College Calendar, and make appropriate plans for any day(s) the College is scheduled to be CLOSED. The College Calendar can be found on the College website at <http://www.nv.edu/Academics/Academic-Calendar>. Emergency closures are posted on the College website and are broadcast through local media outlets.
7. PARKING: Attendees must park in student-designated spaces unless otherwise instructed by NVCC's Public Safety Office. Access to lots designated for faculty and staff parking are prohibited unless special permission has been received by the college in advance. Such approval must be reflected in the Letter of Agreement. If the event requires transportation by busses or vans, a specific drop-off location will be communicated to the customer in advance. The customer will need to provide the college with the following information: 1) number of busses 2) names of schools 3) cities/towns the busses will be arriving from.
8. SUPERVISION: The event's director or designee must be present whenever the reserved space is occupied. The event director is considered to be the contact person on the initial facility reservation request. A minimum supervision ratio of 1 adult to every 10 children must be maintained for all activities involving children under the age of 18.
9. FUNDRAISING: Fundraising and/or the selling of items for profit is prohibited.
10. EQUIPMENT: All user-owned equipment must be removed by designated end time. Permission to bring in equipment prior to scheduled reservation must be obtained in advance through the college. The college is not responsible for property brought to and/or left on campus. College owned equipment must remain in the designated facility.
11. SMOKING: NVCC maintains a smoke-free environment. Smoking is prohibited inside all college facilities, and is only permitted in designated areas outdoors.
12. INTERNET ACCESS: NVCC has wireless networking in all buildings except Founders Hall. Personal laptops, PDA's and cellar devices with wireless capability may access the network by obtaining an NVCC guest account through the office of Information Technology.
13. PROGRAM CONTENT: All programs must be presented as stated and described on the initial facility reservation request. Substantial deviation is not permitted and may lead to the cancellation of an event.
14. CONDITION OF FACILITIES: Customers must ensure facilities are returned to the same condition they were found upon arrival. Seating arrangement must be returned to the original position by the customer unless other arrangements have been made and are included in the Letter of Agreement. All boards must be fully erased.
15. FOOD AND/OR BEVERAGES are prohibited in classrooms unless special arrangements have been made in advance through the college.
16. SUPPLIES: Chalk, erasers, dry erase markers, easel pads, and other general items must be supplied by the customer/sponsor
17. Use of candles (or other open flamed items) and/or hazardous materials is strictly prohibited
18. Animals are prohibited on campus, excluding guide dogs and other service animals assisting individuals with disabilities. Contact the Registrar's Office for additional details.
19. OTHER:



## *Waterbury Public Schools*

Elaine M. Skoronski, J.D.  
IDEA Grant Coordinator  
Special Education Department  
236 Grand St., Second Floor, Room 250  
Waterbury, CT 06702  
(203) 346-3518 Fax (203) 346-3509

October 28, 2019

Waterbury Board of Education  
236 Grand St.  
Waterbury, CT 06702

Waterbury Board of Aldermen  
235 Grant St.  
Waterbury, CT 06702

Re: Amendment 2 to Contract between St. Vincent's Special Needs Center, Inc. and  
City of Waterbury

Dear Board of Education and Board of Aldermen:

I respectfully request that the Amendment 2 to the contract between the City of Waterbury and St. Vincent's Special Needs Center, Inc. be placed on your next agenda and approved. Amendment Two (2) to the contract did not go out to bid as it is exempt from the bidding process under section 38.029(D) of the Waterbury Purchasing Ordinance. Section 38.029 (D) states procurement and services...that are necessary for instruction and related services to be provided to students with disabilities in accordance with the federal law IDEA are exempt from the competitive bidding process.

The Waterbury School District has placed students at St. Vincent's Special Needs Center, Inc. which operates a school for students with disabilities and had a contract completed in 2017. Amendment 2 is necessary to increase the total amount of the contract by \$105,000 to cover increased tuition costs for additional students.

Amendment 2 increases the total amount of the contract from \$1,167,292 to \$1,272,292. The contract term remains the same from July 1, 2017 through June 30, 2020 and is paid by general funds. A tax clearance is being obtained. I appreciate your consideration in this important matter.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Elaine M. Skoronski".

Elaine M. Skoronski

Enc.

AMENDMENT 2  
TO  
AGREEMENT  
BETWEEN  
CITY OF WATERBURY  
and  
ST. VINCENT'S SPECIAL NEEDS CENTER, INC.

THIS AMENDMENT 2, effective on the date signed by the Mayor, is by and between the City of Waterbury, 236 Grand Street, Waterbury, Connecticut, 06702, ("City") St. Vincent's Special Needs Center, Inc. a duly registered State of Connecticut Corporation doing business at 95 Merritt Blvd, Trumbull, Connecticut 06611, ("Contractor").

WHEREAS, on August 24, 2017 the parties entered into an Agreement to provide education services to children with disabilities pursuant to the Individuals with Disabilities Education Act ("I.D.E.A."), for three fiscal years commencing on July 1, 2017 to June 30, 2020, ("Agreement"); and

WHEREAS, effective August 27, 2019, the parties amended said Agreement by Amendment 1 to Agreement between City of Waterbury and St. Vincent's Special Needs Center, Inc. to provide for additional compensation for additional services to be provided in accordance with the terms of the Agreement and to include and or revise language to comply with Connecticut Public Acts Nos. 18-125 and 18-183, and

WHEREAS, the parties wish to further amend said Agreement by this Amendment 2, to provide for additional compensation for additional services to be provided in accordance with the terms of the Agreement as amended by Amendment 1.

NOW THEREFORE, it is mutually agreed that the Agreement shall hereby be amended as follows:

**I. Payment**

Paragraph 3.1 shall be amended to read as follows:

"3.1 The City shall pay Contractor the amount up to One Million Two Hundred Seventy-Two Thousand Two Hundred Ninety-Two Dollars (\$1,272,292.00) for the entire three-year contract term, for the educational program, supports and related services properly delivered hereunder, unless this Agreement is terminated as provided herein. The basis for payment of said services shall be as set forth in Attachment A entitled "Rate Schedule". The Contractor's Rate Schedule shall provide and explanation of how the tuition or costs for services provided under this Agreement are calculated. Payment shall be made only for the school days and provision of the educational program, supports and related services as identified in each child's I.E.P. and shall be in accordance with the City of Waterbury's payment policy and procedures. Contractor shall provide a yearly "Rate Schedule" for each fiscal year of this three-year



agreement for all services that may be rendered by Contractor under this Agreement.”

1. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect and binding on the parties hereto.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first written below.

WITNESSES:

CITY OF WATERBURY

\_\_\_\_\_  
Print name

By \_\_\_\_\_  
Neil M. O’Leary, Mayor

\_\_\_\_\_  
Print name

Date: \_\_\_\_\_

WITNESSES:

ST. VINCENT’S SPECIAL NEEDS  
CENTER, INC.

\_\_\_\_\_  
Print name

By: \_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Print name

Date: \_\_\_\_\_

## Schedule "A"

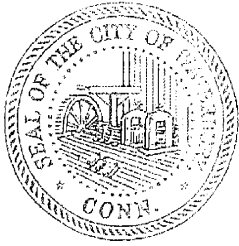
### "Yearly Rate Schedule"

School Year 2019--2020

ST. VINCENT'S SPECIAL NEEDS CENTER, INC.

**Tuition:** \$106,116 per year for a twelve (12) month attendance period starting in July 2019 through June 2020. The amount includes summer school (210 school days) and includes all therapies as per the Individual Education Plan for each student.

One to One aides and nurses are billed separately in the amount of their salary and benefits if full time, or prorated if part time, as required by the student's Individual Education Plan.



## *Waterbury Public Schools*

Elaine M. Skoronski, J.D.  
IDEA Grant Coordinator  
Special Education Department  
236 Grand St., Second Floor, Room 250  
Waterbury, CT 06702  
(203) 346-3518 Fax (203) 346-3509

October 28, 2019

Waterbury Board of Education  
236 Grand St.  
Waterbury, CT 06702

Waterbury Board of Aldermen  
235 Grant St.  
Waterbury, CT 06702

Re: Amendment 1 to Contract between Access Rehab Centers LLC and Waterbury

Dear Board of Education and Board of Aldermen:

I respectfully request that the Amendment 1 to the contract between the City of Waterbury and Access Rehab Centers LLC be placed on your next agenda and approved. Amendment One (1) to the contract did not go out to bid as it is exempt from the bidding process under section 38.029(D) of the Waterbury Purchasing Ordinance. Section 38.029 (D) states procurement and services...that are necessary for instruction and related services to be provided to students with disabilities in accordance with the federal law IDEA are exempt from the competitive bidding process. The original contract did go out to bid and Access Rehab Centers LLC was awarded a contract for speech and language services. Under the IDEA, our District is required to provide services such as speech and language services if required by a student's individual education plan (IEP).

The Waterbury School District needs additional speech and language services and is seeking to increase the total amount of the contract by \$225,000 to cover increased speech and language services for students with disabilities.

Amendment 1 increases the total amount of the contract from \$1,470,649 to \$1,695,649. The contract term remains the same from July 1, 2017 through June 30, 2020 and is paid by general funds. A tax clearance has been issued. I appreciate your consideration in this important matter.

Respectfully Submitted,

  
Elaine M. Skoronski

Enc.

**AMENDMENT 1  
TO  
PROFESSIONAL SERVICES AGREEMENT  
RFP NO. 5722  
for  
SPEECH AND LANGUAGE THERAPY SERVICES  
BETWEEN  
CITY OF WATERBURY, CONNECTICUT  
and  
ACCESS REHAB CENTERS, LLC**

**THIS AMENDMENT 1**, effective on the date signed by the Mayor, is by and between the City of Waterbury, 235 Grand Street, Waterbury, Connecticut, 06702, hereinafter referred to as the “City”, and Access Rehab Centers, LLC, located at 22 Tompkins Street, Waterbury, Connecticut 06708, hereinafter referred to as the “Access”.

**WHEREAS**, the parties entered into a Professional Services Agreement RFP No. 5722 for Speech and Language Therapy Services, which was effective on July 1, 2017, hereinafter referred to as the “Agreement”; and

**WHEREAS**, the parties wish to amend said Agreement to provide for additional compensation for additional services to be provided consistent with the Agreement.

**NOW THEREFORE**, it is mutually agreed as follows:

**1. Payment.**

Paragraph 6.1 of the Agreement shall be amended to read as follows:

“6.1 Fee Schedule. The fee payable to Access shall not exceed **One Million Six Hundred Ninety-Five Thousand Six Hundred Forty-Nine Dollars (\$1,695,649.00)** and shall be in accordance with Access’s proposal, and as further set forth below:

- i. July 1, 2017-June 30,2018  
an amount up to  
Four Hundred Seventy-Nine Thousand  
One Hundred Eighty-One Dollars.....\$479,181.00
- ii. July 1, 2018-June 30,2019  
an amount up to  
Four Hundred Eighty-Nine Thousand  
Four Hundred Ninety-Nine Dollars.....\$489,499.00
- iii. July 1, 2019-June 30, 2020  
an amount up to  
Seven Hundred Twenty-Six Thousand  
Nine Hundred Sixty-Nine Dollars.....\$726,969.00

iv. Total Compensation

One Million Six Hundred Ninety-Five

Thousand Six Hundred Forty-Nine Dollars.....\$1,695,649.00

2. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect and binding on the parties hereto.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands and seals the day and year first written below.

**WITNESSES:**

**CITY OF WATERBURY**

\_\_\_\_\_  
Print Name:

By: \_\_\_\_\_  
Neil M. O'Leary, Mayor  
Duly Authorized

\_\_\_\_\_  
Print Name:

Date: \_\_\_\_\_

**WITNESSES:**

**ACCESS REHAB CENTERS, LLC**

\_\_\_\_\_  
Print Name:

By: \_\_\_\_\_  
Its \_\_\_\_\_  
Duly Authorized

\_\_\_\_\_  
Print Name:

Date: \_\_\_\_\_

**SUMMARY****Title III Grant Application****2018 – 2020 – 2019 -2021**

<b><u>2018 - 2020</u></b>	<b><u>2019-2021</u></b>	<b><u>Title III – English Language Acquisition Enhancement and Academic Achievement Act</u></b>
<b>\$340,882</b>	<b>\$381,899</b>	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 Instructional aides, technology, office support staff, and language assessors

**Bilingual Grant Application****2018 – 2019 – 2019 - 2020**

<b><u>2018-2019</u></b>	<b><u>2019-2020</u></b>	<b><u>Bilingual Grant</u></b>
<b>\$247,815</b>	<b>\$178,407</b>	In accordance with Section 10-17g of the Connecticut General Statutes (CGS), Waterbury Public Schools provides Bilingual Education to eligible students. Funding provided though the Bilingual Grant allows for additional parental involvement, supplemental educational materials and training to ensure students develop English linguistic and academic proficiency.

**Immigrant Children and Youth Education Grant Application****2017 – 2019 – 2018 – 2020 – 2019 - 2021**

<b><u>2017-2019</u></b>	<b><u>2018-2020</u></b>	<b><u>2019-2021</u></b>	<b><u>Immigrant Children and Youth Education</u></b>
<b>\$51,181</b>	<b>\$35,828</b>	<b>TBD</b>	<p>The purpose of this grant is to assist eligible local educational agencies (LEAs) that experience unexpectedly large increases in their student population due to immigration to:</p> <ul style="list-style-type: none"> <li>(1) provide high-quality instruction to immigrant children and youth; and</li> <li>(2) help such children and youth – <ul style="list-style-type: none"> <li>(a) with their transition into American society; and</li> <li>(b) meet the same challenging state academic content and student academic achievement standards that all children are expected to meet.</li> </ul> </li> </ul>



**SUMMARY**  
**CONSOLIDATED TWO YEAR FEDERAL GRANTS**  
**2019-2021**

**2018-2020**      **2019-2021**  
**\$11,643,230**    **\$11,337,738**

**Title I Part A – Improving Basic Programs**

Public schools are ranked according to public school poverty criteria and divided into poor pupil allocations. Every school is a Title I school and the funds include salaries, benefits and supplemental materials. Professional development funds are also set aside for curriculum writing and the training of school staff in school wide programs that align with the School Improvement Plan and Every Student Succeeds Act (ESSA). Set-aside funds required under ESSA are for transportation, uniforms, school supplies, after school activities and other support for the identified homeless children and youth and funds are set-aside for family engagement activities that are held in the school and in the community and on the district level. Funds are also set aside for the Focus/Turnaround schools and capital expenses for private schools. Funds allocated to schools include support for students in Mathematics and English Language Arts and family partnerships with the help of the parent liaisons. Title I also funds tutors, hall monitors, truancy/prevention specialists, network specialists, coaches and facilitators. Classrooms and programs from the Office of Early Childhood are also Title I funded. The private school entitlement includes Title I tutors, Third Party Providers, educational materials, professional development and family involvement.

**\$ 1,142,652**      **\$1,078,813**

**Title IIA – Teacher and Principal Training and Recruiting**

Professional Development funds will be used to support district initiatives and partially fund New Teacher Orientation, provide funding for SEED training and allow staff training per school allocations. The grant funds the salaries of the Grant Human Resource Generalist staff and five newly hired teachers. Funds are also transferred to Title I and Title III. The private school entitlement is also included for Professional Development only.

**\$813,310**      **\$790,172**

**Title IV Part A – Student Support and Academic Enrichment**

The funds will provide the district the opportunity to address three priority areas for all students to have access to a well-rounded education; improve school conditions for student learning and improve the use of technology in order to improve the academic achievement and digital literacy of all students. The funds are offered to public, schools, private schools, parent organization and community organizations. The focus this year includes Family Engagement, Chronic Absenteeism, Alternative Education and Student Mental Health.

**\$13,599,192**    **\$13,206,723**

**GRAND TOTAL FOR ALL GRANTS**

**Memorandum**

To: Board of Education/Board of Aldermen

From: Linda Franzese, Food Service Director,

Date: 11/1/2019

Re: **Board of Education/Board of Aldermen Approval Request / Executive Summary - Contract for After School Snack Services between the City of Waterbury and JC Vending & Distribution LLC**

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The Food Service Department respectfully submits the above-referenced contract to the November 7, 2019 Board of Education Workshop for approval and recommendation to the Board of Education for approval at its November 21, 2019 meeting.

The Food Service Department respectfully submits the above-referenced contract for approval by the Board of Aldermen at its November 18, 2019 meeting subject to the approval of the full Board of Education at its November 21, 2019 meeting.

This contract was initiated under the Invitation to Bid process (ITB #6410). JC Vending was the low bidder and has had a successful history in supplying the service in the past.

Under this contract, the contractor JC Vending & Distribution will supply and deliver after school snacks to various locations throughout the city to support programs being held at those locations. The snacks will comply with HFC and other State and Federal regulations that govern the program. Linda Franzese, Food Service Director and Adam Shaban Accountant III will supervise the work for the Food Service Department.

The Contract Term is for one year, with two one-year options to extend. The compensation is Sixty Thousand Dollars (\$60,000) per year for the initial term of the contract and any exercised option thereafter, for a total compensation in an amount not to exceed One Hundred Eighty Thousand Dollars (\$180,000.00)

Accordingly, attached for your review and consideration are 10 copies of the proposed contract, plus the Bid Summary as prepared by the Purchasing Department, the Successful Bidder's Bid Form and Disclosure and Certification of Obligations Affidavit Regarding Outstanding Obligations Form plus a copy of the Tax Clearance issued by the Office of Tax Collections.

Thank you.

Linda Franzese Food Service Department  
Attachment

cc: Attorney Angela Juliani, via email, w/o attachment.

# **PROFESSIONAL SERVICES AGREEMENT**

**ITB No. 6410**

**for**

**After School Snacks**

**between**

**The City of Waterbury, Connecticut**

**and**

**JC Vending and Distribution LLC**

**THIS AGREEMENT**, effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY, City Hall, 235 Grand Street, Waterbury, Connecticut (the "City") and JC Vending and Distribution LLC, located at 350 Chase River Road, Waterbury, Connecticut, a State of Connecticut duly registered domestic corporation (the "Vendor").

**WHEREAS**, the Vendor submitted a proposal to the City responding to **ITB No. 6410**, for After School Snacks; and

**WHEREAS**, the City selected the Vendor to perform services regarding **ITB No. 6410**; and

**WHEREAS**, the City desires to obtain the Vendor's services pursuant to the terms, conditions and provisions set forth in this agreement (the "Project").

## **NOW THEREFORE, THE PARTIES AGREE AND COVENANT AS FOLLOWS:**

**1. Scope of Services.** The Vendor shall furnish all of the labor, services, transportation equipment, snacks and drinks, deliverables, reports, incidentals, etc. necessary to complete the Project as specified in this agreement (also referred to herein as "Contract") and such shall be completed in a satisfactory manner, as reasonably determined by the City. All of the labor, services, transportation equipment, snacks and drinks, deliverables, reports, incidentals, etc. shall comply with any and all applicable Local, State and Federal laws, statutes, ordinances and regulations and with generally accepted professional standards. The Vendor shall make such revisions or modifications to its services, at its own cost and expense, as the City may require in order to be deemed complete.

**1.1.** The Project consists of delivering assorted, individually wrapped snacks and 100% juices, in the units and sizes as set forth in the Vender's Response to ITB # 6410, approximately sixty-five hundred (6,500) units per week. Vender shall delivered one (1) time per week to thirty-six (36) locations within the City of Waterbury School system, and as more particularly detailed and described in **Attachment A**, hereby made material provisions of this Contract. **Attachment A** shall consist of the following, which are attached hereto, are acknowledged by the Vendor as having been received, or

are otherwise hereby incorporated by reference as noted below, and all are made a part hereof:

- 1.1.1 City of Waterbury Invitation to Bid # 6410, consisting of 18 pages (excluding Contractor Compliance Packet, and Sample Contract) attached hereto;
- 1.1.2 Vendor's response to City of Waterbury Invitation to Bid # 6410, dated June 22, 2019, consisting of 9 pages; attached hereto;
- 1.1.3 Any and all amendment(s) and Change Orders, issued by the City after execution of Contract (incorporated by reference);
- 1.1.4 Stockholder's Affidavit; Non-Collusion Affidavit; Debarment Certificate (incorporated by reference);
- 1.1.5 Certificates of Insurance (incorporated by reference);
- 1.1.6 All applicable Federal, State and local statutes, regulations Charter and Ordinances (incorporated by reference);
- 1.1.7 All licenses ordinances (incorporated by reference)

1.2. The entirety of **Attachment A** plus this executed instrument are together deemed the Contract Documents (hereinafter collectively referred to as "Contract Documents"). The City's record copy of the Contract Documents shall control and shall be effective and binding on the Vendor. In the event that any provision in the Contract Documents conflict with any other provision therein, the provision in the component part of the Contract Document first enumerated below shall govern over any other component part which follows it numerically:

- 1.2.1 This Contract
- 1.2.2 City of Waterbury Invitation to Bid
- 1.2.3. Vendor's response to City of Waterbury Invitation to Bid

**2. Vendor Representations Regarding Qualification and Accreditation.** The Vendor represents that, to the extent required by law, its employees are licensed to perform the scope of work set forth in this Contract. The Vendor further represents that its employees have the requisite skill, expertise and knowledge necessary to perform the scope of work required under the terms of this Contract, including any supplementary work and the City relies upon these.

**2.1. Representations regarding Personnel.** The Vendor represents that it has, or will secure at its own expense, all personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City, unless use of City employees or of personnel having a contractual relationship with the City is approved by the City in writing. As set forth above, all the services required hereunder shall be performed by the Vendor under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state or local law to perform such services.

**2.2. Representations regarding Qualifications.** The Vendor hereby represents that, to the extent required by Federal, State and Local statutes, regulations, codes, ordinances, and policies, that the Vendor and/or its employees be licensed, certified,

registered, or otherwise qualified, the Vendor and all employees providing services under this Contract, are in full compliance with those statutes, regulations and ordinances. Upon City request, the Vendor shall provide to the City a copy of the Vendor's licenses, certifications, registrations, etc.

**3. Responsibilities of the Vendor.** All data, information, etc. given by the City to the Vendor and/or created by the Vendor shall be treated by the Vendor as proprietary to the City and confidential unless the City agrees in writing to the contrary and shall be used solely for the purposes of providing services under this Contract. The Vendor agrees to forever hold in confidence all files, records, documents and other information which may come into the Contractor's possession during the term of this Contract, except where a disclosure is expressly stated as a requirement of this Contract. Notwithstanding the foregoing, where a Vendor disclosure is required to comply with statute, regulation, or court order, the Vendor shall provide prior advance written notice to the City of the need for such disclosure. The Vendor agrees to properly implement the services required in the manner herein provided.

**3.1. Use of City Property.** To the extent the Vendor is required to be on City property to render its services hereunder, the Vendor shall have access to such areas of City property as the City and the Vendor agree are necessary for the performance of the Vendor's services under this Contract (the "Site" or the "Premises") and at such times as the City and the Vendor may mutually agree. Vendor shall perform all work in full compliance with Local, State and Federal health and safety regulations. All work hereunder shall be performed in a safe manner. Vendor shall immediately correct any dangerous condition caused by or resulting from its work. If it fails to correct, or to act diligently to correct, any condition which City reasonably believes to be a hazard to persons or property, then immediately upon oral or written notice to any supervisory or similar personnel of Vendor, City may, but shall not be required to, correct same at Vendor's expense. City shall confirm in writing any oral notice given within five (5) business days thereafter.

**3.2. Working Hours.** To the extent the Vendor is required to be on City property to render its services hereunder, the Vendor shall coordinate its schedule so that work on the Premises is performed during those hours the City sets forth in a written notice to the Vendor, unless written permission is obtained from the City to work during other times. This condition shall not excuse Vendor from timely performance under the Contract. The work schedule must be agreed upon by the City and the Vendor.

**3.3. Cleaning Up.** To the extent the Vendor is required to be on City property to render its services hereunder, the Vendor shall at all times keep the Premises free from accumulation of waste materials or rubbish caused by Vendor, its employees or subcontractors, and at the completion of the work shall remove all rubbish and surplus materials and shall leave the Premises "broom clean" or its equivalent, unless more exactly specified. In case of dispute, the City may remove the rubbish and charge the cost to the Vendor.

**3.4. Publicity.** Vendor agrees not to deliberately disclose the fact that the City has entered into or terminated this Contract or disclose any of the terms of the Contract or use the City's name in connection with any publicity, unless the City gives prior written consent to such use of the City's name in each instance.

**3.5. Standard of Performance.** All labor, services, transportation equipment, snacks and drinks, deliverables, reports, incidentals provided hereunder shall conform in all respects with the requirements of all this Contract, and shall be the best obtainable. In all cases, labor, services, transportation equipment, snacks and drinks, deliverables, reports, incidentals shall be equal to or better than the grade specified, and the best of their kind that is obtainable for the purpose for which they are intended. The standard of care and skill for all services performed by the Vendor shall be that standard of care and skill ordinarily used by other members of the Vendor's profession practicing under the same or similar conditions at the same time and in the same locality. The Vendor's services rendered hereunder shall be rendered completely and by qualified personnel in accordance with standard industry practice.

**3.6. Vendor's Employees.** The Vendor shall at all times enforce strict discipline and good order among its employees, and shall not employ any unfit person or anyone not skilled in the work assigned.

**3.7. Due Diligence Obligation.** The Vendor acknowledges its responsibilities to examine and to be thoroughly familiar with the City's proposal document, including, but not limited to the specifications, and any addenda thereto. The Vendor hereby warrants and represents that prior to the submission of its proposal during the proposal process it reviewed or was afforded opportunity, by the City, to review all physical items, facilities, services or functions essential to the satisfactory performance of the services required ("Due Diligence") and thereby certifies that all such items facilities, services or functions are included in this Contract and thereby warrants that:

**3.7.1** it conducted or had opportunity to conduct all Due Diligence prior to the submission of its proposal and, accordingly, any additional costs, services or products resulting from the failure of the Vendor to complete Due Diligence prior to submission of its proposal shall be borne by the Vendor. Furthermore the Vendor had the opportunity during the proposal process to ask questions it saw fit and to review the responses from the City;

**3.7.2** its failure or omission to make investigation and verification of data shall, in no way, be cause for future claim of ignorance of such data or conditions nor shall such failure to investigate and verify be the basis for any claim whatsoever, monetary or otherwise;

**3.7.3** it is solely responsible for resolving any issues resulting from the failure to conduct Due Diligence and shall assume any costs that may result during the implementation of the Project, including, but not limited to, adherence to specifications and pricing for the Project.



**3.7.4** it was responsible for specifying any changes and disclosing any new costs prior to the submittal of its proposal. Thus, in the event any changes or costs are disclosed by the Vendor, or otherwise required, during the performance of its services, the sole responsibility for any modification, delay and cost of such changes shall reside with the Vendor.

**3.7.5** has familiarized itself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and Federal, State and Local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work;

**3.7.6** has given the City written notice of any conflict, error or discrepancy that the Vendor has discovered in the Proposal Documents; and

**3.7.7** agrees that the Proposal Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the Work.

**3.8. Reporting Requirement.** The Vendor shall deliver periodic, written reports/invoices to the City's Using Agency setting forth (i) the issue date of the report, (ii) the time period covered by the report, (iii) a brief description of the work and services completed by the Vendor and/or delivered by the Vendor during the time period covered by the report, (iv) expressed as a percentage of the total work and services required under this Contract, the percentage of the total work represented by the work and services described in subsection iii above, (v) expressed as a percentage of this Contract's Section 6 total compensation, the percentage of the total compensation represented by the work and services described in subsection iii above, (vi) the Vendor's declaration as to whether the entirety of the Vendor's work and services required in this Contract will be, or will not be, completed within the Contract's Section 6 total compensation amount, and (vii) any and all additional useful and/or relevant information. Each report shall be signed by the Owner/President of JC Vending , Joseph Caiazzo.

NOTE: the Vendor's failure to deliver any report/invoice required herein shall be deemed a material breach of this Contract, the City hereby reserving the right to exercise all available legal remedy(ies) to address said breach.

**4. Responsibilities of the City.** Upon the City's receipt of Vendor's written request, the City will provide the Vendor with all documents, data and other materials the City agrees are necessary and appropriate to the service to be performed by the Vendor hereunder and the City will endeavor to secure, where feasible and where the City agrees it is necessary and appropriate, materials or information from other sources requested by the Vendor for the purpose of carrying out the services under this Contract.

**5. Contract Time.** The initial term of this agreement shall commence on December 1, 2019 and terminate on November 30, 2020.

**5.1.** Time is and shall be of the essence for the Project and provisions of all services and deliverables. The Vendor further agrees that the Services/Work shall be prosecuted and provided regularly, diligently and uninterruptedly and at such rate of progress as will insure full completion thereof within the Contract time stated above. It is expressly understood and agreed, by and between the Vendor and City, that the Contract Time is reasonable for the completion of the Work/ service. The Vendor shall be subject to City imposed fines and/or penalties in the event the Vendor breaches the foregoing dates.

**5.2.** The City shall have the Option, at its sole discretion, to extend this agreement for two (2) additional one-year terms, upon the same terms, conditions and compensation outlined herein. Option Periods shall be as follows:

**5.2.1** Option 1 shall be from December 1, 2020 through November 30, 2021.

**5.2.2** Option 2 shall be from December 1, 2021 through November 30, 2022.

**6. Compensation.** The City shall compensate the Vendor for satisfactory provision of all of the goods and services set forth in this Contract as follows in this Section 6.

**6.1. Fee Schedule.** The fee payable to the Vendor shall not exceed **One Hundred and Eighty-Thousand DOLLARS (\$180,000.00)** for the entire initial term of the agreement and any exercised option periods at a rate not to exceed **Sixty-Thousand DOLLARS (\$60,000.00)** for the initial term and each Option Year as exercised by the City.

**6.2. Limitation of Payment.** Compensation payable to the Vendor is limited to those fees set forth in Section 6.1. above. Such compensation shall be paid by the City upon review and approval of the Vendor's invoices for payment and review of the work, services, deliverables, etc. required in this Contract and review as may be further required by the Charter and Ordinances of the City. Vendor's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

**6.2.1** The Vendor and its affiliates are hereby provided with notice that the City reserves the right, in the City's sole discretion, to offset, withhold, or otherwise reduce City payment(s) to the Vendor in an amount equaling the sum or sums of money the Vendor and/or its affiliates is/are, or becomes delinquent or in arrears on, regarding the Vendor's and/or its affiliate's real and personal tax obligations to the City.

**6.3. Review of Work.** The Vendor shall permit the City to review, at any time, all work performed under the terms of this Contract at any stage of the work. The Vendor shall maintain or cause to be maintained all records, books or other documents relative to charges, costs, expenses, fees, alleged breaches of the Contract, settlement of claims or any other matter pertaining to the Vendor's demand for payment. The City shall not certify fees for payment to the Vendor until the City has determines that the Vendor has completed the work in accordance with the requirements of this Contract.

**6.4. Proposal Costs.** All costs of the Vendor in preparing its proposal for **ITB No. 6410** shall be solely borne by the Vendor and are not included in the compensation to be paid by the City to the Vendor under this Contract or any other Contract.

**6.5. Payment for Services, Materials, Employees.** The Vendor shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. furnished to the City under this Contract. The Vendor shall promptly pay all employees as their pay falls due, shall pay promptly as they fall due all bills for labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc., going into the work, and all bills for insurance, bonds, Worker's Compensation coverage, Federal and State Unemployment Compensation, and Social Security charges applicable to this Project. Before final payment is made, the Vendor shall furnish a legal statement to the City that all payments required under this subparagraph have been made.

**6.6. Liens.** Neither the final payment nor any part of the retained percentage, if any, shall become due until the Vendor, if requested by the City, shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and, if required, in either case, an affidavit that so far as the Vendor has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Vendor may, if any subcontractor refuses to furnish a release or receipt in full, furnish a bond satisfactory to the City, to indemnify it against any lien. If any lien remains unsatisfied after all payments are made, the Vendor shall refund to the City all moneys that the City may be compelled to pay in discharging such a lien, including all costs and a reasonable attorney's fee.

**7. Passing of Title and Risk of Loss.** Title to each item of equipment, material, reports, plans, specifications, supplies, services, etc. required to be delivered to the City hereunder shall pass to City upon City payment to the Vendor for that item. Vendor and its insurer shall assume the risk of loss or damage up to and including the date title passes, except that City shall be responsible for loss or damage caused by City's negligence.

**8. Indemnification.**

**8.1.** The Vendor shall indemnify, defend, and hold harmless the City, City's Boards, and Board of Education, commissions, agents, officials and employees from and against all claims, suits, damages, losses, judgments, costs and expenses including

attorney's fees arising out of or resulting from the delivery of the labor, services, equipment, materials, reports, plans, specifications, design, drawings, deliverables, incidentals, etc. provided that any such claims, suits, damages, losses, judgments, costs or expenses (i) are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting there from, (ii) are alleged to be caused in whole or in part by any willful, intentional, negligent, or reckless act or omission of the Vendor, its employees, any subcontractor or Vendor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder; (iii) enforcement action or any claim for breach of the Vendor duties hereunder or (iv) claim for intangible loss(es) including but not limited to business losses, lost profits or revenue, regardless of whether or not it is caused in part by a party indemnified hereunder.

**8.2.** In any and all claims against the City or any of its boards, agents, employees or officers by the Vendor or any employee of the Vendor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under Paragraph 8.1, above, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Vendor or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

**8.3.** The Vendor understands and agrees that any insurance required by this Contract, or otherwise provided by the Vendor, shall in no way limit the responsibility to indemnify, defend, keep and hold harmless the City as provided in this Contract.

**8.4.** The Vendor expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Vendor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City and the City's boards, agents, employees or officers as provided herein.

**8.5.** Royalties and Patents. The Vendor shall, for all time, secure to the City the free and undisputed right to the use of any and all patented articles and methods used in the work and shall defend at Vendor's own expense any and all suits for infringement or alleged infringement of such patents, and in the event of adverse award under patent suits, the Vendor shall pay such awards and hold the City harmless in connection with any patent suits that may arise as a result of installations made by the Vendor and as to any award made thereunder.

**9.2.** In the event this Contract and/or the Contractor's, or its subcontractor, work and services provisioned hereunder is/are subject to the provisions of any Federal or State statute or regulations, or the City Charter or City Ordinance, the Vendor shall indemnify, defend and hold harmless the City from any fine, penalty or other amounts imposed on the City under said statutes, regulations, Charter or Ordinances, if caused by Vendor, or its subcontractor, omission or commission.

## **9. Vendor's Insurance.**

**9.1.** The Vendor shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Vendor and such insurance has been approved by the City. The Vendor shall not allow any subcontractor to commence work on any subcontract until all insurance required of any such subcontractor has been so obtained and approved by the City. Insurance shall be provided by insurers that are satisfactory to the City, authorized to do business in the State of Connecticut, that have at least an "A-" Best's Rating, and are in an A.M. Best financial size category of VII or higher. The A.M. Best classifications are based on the most current A.M. Best Company ratings or an equivalent City approved rating system.

**9.2.** At no additional cost to the City, the Vendor shall purchase and maintain the insurance coverages set forth below which shall protect the City from claims which may arise out of or result from the Vendor's obligation under this Contract, whether such obligations are the Vendor's or subcontractor or person or entity directly or indirectly employed by said Vendor or subcontractor, or by any person or entity for whose acts said Vendor or subcontractor may be liable.

**9.3.** Each insurance policy shall state that the insurance company shall agree to investigate and defend the insured against all claims for damages, even if groundless. If any insurance required herein is to be issued or renewed on a claims made form as opposed to an occurrence form, the retroactive date for coverage shall be no later than the commencement date of this Contract and shall provide that in the event of cancellation or non-renewal, the discovery period for insurance claims ("Tail Coverage") shall be available for at least 60 months.

**9.4.** The following policies with stated limits shall be maintained, in full force and effect, at all times during which the services are to be performed by the Vendor:

**9.4.1 General Liability Insurance: \$1,000,000.00** per occurrence, **\$2,000,000.00** general aggregate and **\$2,000,000.00** Products and completed operations aggregate

Providing coverage to protect the City for all damages arising out of bodily injuries, sickness to or death of all persons in any one accident or occurrence and for all damages arising out of destruction of property in any one accident or occurrence.

**9.4.2 Automobile Liability Insurance: \$1,000,000.00** combined single limit (CSL)

Providing coverage to protect the City with respect to claims for damage for bodily injury and or property damage arising out of ownership, maintenance,

operation, use or loading and unloading of any auto including owned, and hired autos.

**9.4.3 Workers' Compensation:** Statutory Limits within the State of Connecticut: Employers' Liability:

EL Each Accident **\$500,000.00**

EL Disease Each Employee **\$500,000.00**

EL Disease Policy Limit **\$500,000.00**

Vendor shall comply with all State of Connecticut statutes as it relates to Workers' Compensation.

**9.4.4 Excess/Umbrella Liability Insurance: Not applicable.**

**9.4.5 Professional Liability Insurance: Not applicable.**

**9.5. Failure to Maintain Insurance:** In the event the Vendor fails to maintain the minimum required coverage as set forth herein, the City may at its option purchase same, and offset the Vendor's invoices for the cost of said insurance.

**9.6. Cancellation:** The City of Waterbury shall receive written notice of cancellation from the Vendor at least thirty (30) calendar days prior to the date of actual cancellation, regardless of the reason for such cancellation.

**9.7. Certificates of Insurance:** The Vendor's General, Automobile and Excess/Umbrella Liability Insurance policies shall be endorsed to add the City and the Board of Education as an additional insured and provide a waiver of subrogation on all lines of coverage except Workers Compensation. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Vendor's policies shall not be reduced or prorated by the existence of any other insurance applicable to any loss the additional insured may have suffered. At the time the Vendor executes this Contract, it shall furnish to the City, subject to City approval, certificate(s) of insurance and Additional Insured Endorsement and Waiver of Subrogation Endorsement verifying the above coverages, including the naming of the City of Waterbury, as follows: **"The City of Waterbury and the Board of Education are listed as additional insured on all lines of coverage except Workers Compensation and include a waiver of subrogation on all lines of coverage except Workers Compensation as their interests may appear"**. The City's request for proposal number must be shown on the certificate of insurance. The Vendor must supply replacement/renewal certificates at least thirty (30) calendar days prior to the expiration of the policy(ies). Said certificates shall contain a provision that coverage afforded under the policies shall not be cancelled or reduced for any reasons unless notice of not less than thirty (30) calendar days has been mailed to the Office of Corporation Counsel, 235 Grand Street, Waterbury, CT 06702.



9.8. No later than thirty (30) calendar days after Vendor receipt, the Vendor shall deliver to the City a copy of the Vendor's insurance policies, endorsements, and riders.

**10. Conformance with Federal, State and Other Jurisdictional Requirements.** By executing this Contract, the Vendor represents and warrants that, at all pertinent and relevant times to the Contract, it has been, is and will continue to be in full compliance with all applicable statutes, acts, ordinances, guidelines, resolutions, orders, judgments, decrees, injunctions, rules, and regulations of all government authorities applicable to performance by the Vendor of services hereunder, including those having jurisdiction over its registration and licensing to perform services hereunder; including, but not limited to, the following: *EQUAL EMPLOYMENT OPPORTUNITY ACT*; *COPELAND ANTI-KICKBACK ACT*, as supplemented in the Department of Labor Regulations (29 CFR Part 3); *DAVIS-BACON ACT* as supplemented by Department of Labor Regulations (29 CFR Part 5); Section 103 and 107 of the Contract Work Hours and Safety Standards Act, as supplemented by the Department of Labor Regulations (29 CFR Part 5); the *HOUSING and COMMUNITY DEVELOPMENT ACT of 1974*, as amended; TITLE 31 and Section 12-430(7) of the State of Connecticut General Statutes. All applicable sections of the City Charter and Code of Ordinances are incorporated by reference and made a part hereof.

**10.1. Permits, Laws, and Regulations.** Permits and licenses necessary for the delivery and completion of the Vendor's work and services shall be secured in advance and paid by the Vendor. The Vendor shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work and services as specified.

**10.2. Taxes-Federal, State and Local.** The City is exempt from Federal Excise and Transportation, State and Local Sales and Use Taxes, including without limitation, taxes that would otherwise be imposed upon the Vendor for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Vendor remains liable, however, for any applicable tax obligations it incurs. Moreover, the Vendor represents that the proposal and pricing contained in this Contract do not include the amount payable for said taxes.

**10.3. Labor and Wages.** The Vendor and its subcontractors shall conform to the labor laws of the State of Connecticut, and all other laws, ordinances, and legal requirements affecting the work in Connecticut.

**10.3.1** The Vendor is aware of the provisions of Title 31, §53 of the Connecticut General Statutes, latest revision (the "Act"), concerning the payment of minimum wages and other payments or contributions established by the State of Connecticut Labor Commissioner for work on public facilities. The provisions of the Act are incorporated by reference and made a part of this Contract. The Act provides that the Connecticut prevailing wage law applies to certain remodeling, refurbishing, alteration, repair and new construction. The wages paid on an hourly basis to any person performing the work of any mechanic, laborer or worker on the work herein contracted to be done and the

amount of payment or contribution paid or payable on behalf of each such person to any employee welfare fund, as defined in Conn. Gen. Statute 31-53(i), shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public works project is being constructed. Any contractor who is not obligated by agreement to make payment or contribution on behalf of such persons to any such employee welfare fund shall pay to each mechanic, laborer or worker as part of such person's wages the amount of payment or contribution for such person's classification on each pay day.

**10.3.2** The Vendor is aware of, and shall comply with, the provisions of both the Federal Davis-Bacon Act and the Federal American Recovery and Reinvestment Act of 2009, the provisions of both acts hereby incorporated by reference and made a part of this Contract. The Federal Davis-Bacon Act provides that Federal wage rate laws apply to certain federally funded contracts. The American Recovery and Reinvestment Act ("ARRA") provides that Federal wage rate laws apply to all ARRA funded contracts regardless of the contract's dollar value.

**11. Discriminatory Practices.** In performing this Contract, the Vendor shall not discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, sex, age, religious creed, disability, national origin or ancestry, marital status, family status, prior psychiatric treatment, health care, military status or source of income or because of a handicap that is unrelated to the employee's or the applicant's ability to perform the duties of a particular job or position. Subcontracts with each subcontractor shall contain a provision requiring non-discrimination in employment as herein specified. This covenant is required pursuant to §93.04 of the Code of Ordinances of the City and any breach thereof may be regarded as a material breach of this Contract. Said provisions with subcontractors shall require conformity and compliance with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination and equal opportunity requirements.

**11.1. Discrimination Because of Certain Labor Matters.** No person employed on the work covered by this Contract shall be discharged or in any way discriminated against because such person has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or related to the labor standards applicable hereunder to its employer.

**11.2. Equal Opportunity.** In its execution of the performance of this Contract, the Vendor shall not discriminate and shall comply with applicable laws prohibiting discrimination on the grounds of race, color, religion, sex, national origin or citizenship status, age or handicap. The Vendor agrees to comply with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination and equal opportunity requirements, and will require the same of all subcontractors.

**12. This Section Intentionally Left Blank.**

**13. Termination.**

**13.1. Termination of Contract for Cause.** If, through any cause, in part or in full, not the fault of the Vendor, the Vendor shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Vendor shall violate any of the covenants, agreements, or stipulations of this Contract, the City shall thereupon have the right to terminate this Contract by giving written notice to the Vendor of such termination and specifying the effective date thereof, at least five (5) business days before the effective date of such termination.

**13.1.1** In the event of such termination, all finished or unfinished documents, data, studies, reports, specifications, deliverables, etc. prepared by the Vendor under this Contract shall, at the option of the City, become the City's property, and the Vendor shall be entitled to receive just and equitable compensation for any satisfactory work completed for such.

**13.1.2** Notwithstanding the above, the Vendor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by the Vendor, and the City may withhold any payments to the Vendor for the purpose of setoff until such time as the exact amount of damages due the City from the Vendor is determined.

**13.2. Termination for Convenience of the City.** The City may terminate this Contract at any time for the convenience of the City, by a notice in writing from the City to the Vendor. If this Contract is terminated by the City as provided herein, the Vendor will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Vendor covered by this Contract, less payments of compensation previously made.

**13.3. Termination for Non-Appropriation or Lack of Funding.** The Vendor acknowledges that the City is a municipal corporation and that this Contract is subject to the appropriation of funds by the City sufficient for this Contract for each budget year in which this Contract is in effect. The Vendor therefore agrees that the City shall have the right to terminate this Contract in whole or in part without penalty in the event sufficient funds to provide for City payment(s) under this Contract is not appropriated, not authorized or not made available pursuant to law, or such funding has been reduced pursuant to law.

**13.3.1 Effects of Non-Appropriation.** If funds to enable the City to effect continued payment under this Contract are not appropriated, authorized or otherwise made available by law, the City shall have the right to terminate this Contract without penalty at the end of the last period for which funds have been appropriated, authorized or otherwise made available by law by giving written notice of termination to the Vendor.

**13.3.2 Effects of Reduced Levels of Funding.** If funding is reduced by law, or funds to pay the Vendor for the agreed to level of the products, services and functions to be provided by the Vendor under this Contract are not appropriated, authorized or otherwise made available by law, the City may, upon seven (7) calendar days written notice to the Vendor, reduce the level of the products, services or functions in such manner and for such periods of time as the City may elect. The charges payable under this Contract shall be equitably adjusted to reflect such reduced level of products, services or functions and the parties shall be afforded the rights set forth in this Contract.

**13.3.3 No Payment for Lost Profits.** In no event shall the City be obligated to pay or otherwise compensate the Vendor for any lost or expected future profits.

**13.4. Rights Upon Cancellation of Termination.**

**13.4.1 Termination for Cause.** In the event the City terminates this Contract for cause, the Vendor shall relinquish to the City any applicable interest, title and ownership including, but not limited to, perpetual use of any proprietary rights in and to the documents, data, studies, reports, specifications, deliverables, etc. provided to, in possession of, and properly invoiced and paid for by (except to the extent such invoiced amount is disputed) the City. With regard to third party products, the Vendor shall transfer all licenses to the City which the Vendor is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Vendor for such terminated documents, data, studies, reports, specifications, deliverables, etc. unless payment is otherwise approved by the City prior to such termination. The Vendor shall be liable for costs incurred by the City, including but not limited to reasonable attorney fees and all court awarded fees and costs incurred in terminating this agreement in whole or in part.

**13.4.2 Termination for Lack of Funding or Convenience.** In the event of termination of this Contract by the City for lack of funding or convenience, the City shall pay the Vendor for all documents, data, studies, reports, specifications, deliverables, etc. (including any holdbacks), installed and delivered to the City as of the Termination Date and the Vendor shall relinquish to the City any applicable interest, title and ownership including, but not limited to perpetual use of any proprietary rights in and to said documents, data, studies, reports, specifications, deliverables, etc. in possession of and paid for by the City (except to the extent any invoiced amount is disputed). The Vendor shall be required to exercise commercially reasonable efforts to mitigate damages. In the event of a termination for Lack of Funding or Convenience the City and the Vendor may negotiate a mutually acceptable payment to the Vendor for reasonable demobilization expenses. Said demobilization expenses, if any, shall be handled in accordance with the provision of this Contract pertaining to Changes in the Work.

**13.4.3 Termination by the Vendor.** The Vendor may, by written notice to the City, terminate this Contract if the City materially breaches, provided that the Vendor shall give the City thirty (30) calendar days prior written notice and an opportunity to cure by the end of said thirty (30) day period. In the event of such termination, the Vendor will be compensated by the City for work performed prior to such termination date and the Vendor shall deliver to the City all deliverables as otherwise set forth in this Contract.

**13.4.4 Assumption of Subcontracts.** In the event of termination of this Contract, the City shall have the right to assume, at its option, any and all subcontracts for products, services and functions provided exclusively under this Contract, and may further pursue completion of the work under this Contract by replacement contract or otherwise as the City may in its sole judgment deem expedient.

**13.4.5 Delivery of Documents.** In the event of termination of this Contract, (i) the Vendor shall promptly deliver to the City, in a manner reasonably specified by the City, all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. and other tangible items furnished by, or owned, leased, or licensed by, the City, and (ii) the City shall pay the Vendor for all services performed and deliverables completed and accepted (pro-rated for deliverables partially completed) prior to the effective date of the termination (except to the extent any invoice amount is disputed).

**14. Ownership of Instruments of Professional Services.** The City acknowledges the Vendor's documents, data, studies, reports, specifications, deliverables, etc. created and to be created pursuant to this Contract, including electronic files, are Instruments of Professional Services. Nevertheless, the final Instruments of Professional Services, including, but not limited to documents, data, studies, reports, specifications, deliverables, etc. prepared for the City under this Contract shall become the property of the City upon City payment for that Instrument of Professional Services and the City reserves the right to use the Instruments of Professional Services.

**15. Force Majeure.** Vendor shall not be held responsible for delays nor be subject to liquidated damages when such delays are caused by conditions beyond its control, including without limitation:

**15.1.** Acts of God, fire, explosion, epidemic, cyclone, flood, war, strikes, revolution, civil commotion, or acts of public enemies.

**15.2.** Change of law and order, proclamation, regulation, ordinance, or governmental requirement.

Upon cessation of work for reason of force majeure delays, Vendor shall use its best efforts to meet the schedule set forth in Section 5 of this Contract.

**16. Subcontracting.** The Vendor shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Vendor's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Vendor and shall name the City as an additional insured party and said subcontractors shall deliver to the City a certificate of insurance evidencing such coverages. All subcontractors shall comply with all Federal, State and Local, laws, regulations and ordinances but such requirement shall not relieve the Vendor from its requirement that all work and services provided or required hereunder shall comply with all Federal, State and Local, laws, regulations and ordinances.

**16.1.** The Vendor shall be as fully responsible to the City for the acts and omissions of the Vendor's subcontractors, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Vendor.

**17. Assignability.** The Vendor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City; provided, however, that claims for money due or to become due the Vendor from the City under this Contract may be assigned to a bank, trust, company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

**18. Audit.** The City reserves the right to audit the Vendor's books of account in relation to this Contract any time during the period of this Contract or at any time during the twelve month period immediately following the closing or termination of this Contract. In the event the City elects to make such an audit, the Vendor shall immediately make available to the City all records pertaining to this Contract, including, but not limited to, payroll records, bank statements and canceled checks.

**19. Risk of Damage and Loss.** The Vendor shall be solely responsible for causing the timely repair to and/or replacement of, City property or item(s) intended to become City property hereunder, where the need for repair or replacement was caused by the Vendor, by someone under the care and/or control of the Vendor, by any subcontractor of the Vendor, or by any shipper or delivery service. The Vendor shall be solely responsible for all costs and expenses, including but not limited to shipping, delivery, insurance, etc. associated with the foregoing repair and replacement obligation. Further, the Vendor shall be solely responsible for securing the City's written acceptance of all completed repairs and replacements required hereunder. The City hereby retains sole discretion to determine whether a repair or a replacement is the proper remedy.

**20. Interest of Vendor.** The Vendor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in the project or any parcel of land therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Vendor further covenants that in the performance of this Contract no person having any such interest shall be employed.

**21. Entire Agreement.** This Contract shall constitute the complete and exclusive statement of the contract between the parties as it relates to this transaction and supersedes all previous agreements and understandings, whether written or oral, relating to such subject matter. Any amendment to this Contract must be in writing and agreed to and executed by the City and the Vendor.

**22. Independent Contractor Relationship.** The relationship between the City and the Vendor is that of client and independent contractor. No agent, employee, or servant of the Vendor shall be deemed to be an employee, agent or servant of the City. The Vendor shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract. It is the express intention of the parties hereto, and the Vendor hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Vendor hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent contractor relative to the City and that nothing herein shall be interpreted or construed as creating or establishing the relationship of employer-employee between the City of Waterbury and the Vendor or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Vendor hereby covenants that it, its subcontractor(s) and third party(ies) shall not be entitled to the usual characteristics of employment, such as income tax withholding, F.I.C.A. deductions, pension or retirement privileges, Workers Compensation coverage, health benefits, etc. and that the Vendor shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants, representatives, subcontractors and third party(ies).

**23. Severability.** Whenever possible, each provision of this Contract shall be interpreted in such a manner as to be effective and valid under applicable law. If any provision of this Contract, however, is held to be prohibited or invalid under applicable law, such provision shall be deemed restated to reflect the original intentions of the parties, as nearly as possible in accordance with applicable law, and if capable of substantial performance, the remaining provisions of this Contract shall be enforced as if this Contract was entered into without an invalid provision. If the ruling and/or controlling principle of law or equity leading to the ruling is subsequently overruled, modified or amended by legislation, judicial or administrative action, then the provision(s) in question as originally set forth in this Contract shall be deemed valid and enforceable to the maximum extent permitted by the new controlling principal of law or equity.

**24. Survival.** Any provisions of this Contract that impose continuing obligations on the parties shall survive the expiration or termination of this Contract for any reason.

**25. Contract Change Orders.**

**25.1.** At the sole discretion of the City, a Change Order may be issued solely by the City to modify an existing party obligation set forth in this Contract where the scope of the Change Order is:



**25.1.1** within the scope of the original Contract OR is made pursuant to a provision in the original Contract, AND

**25.1.2** the Change Order monetary cost is charged solely against those funds encumbered for and at the time the Contract was originally executed by the City, that is those funds set forth in the original Contract as a not to exceed payment amount OR within the original Contract's contingency / allowance / reserve amount (if any is stated therein), AND

**25.1.3** the Final Completion Date has not been changed.

**25.2.** Notwithstanding the foregoing subsection A, a Change Order shall not include:

**25.2.1** an upward adjustment to a Vendor's payment claim, or

**25.2.2** a payment increase under any escalation clause set forth in the original contract, or any Change Order, or any amendment.

**25.3.** That the work and/or services contemplated are necessary does not, in itself, permit a Change Order. Should the need for a Change Order arise, the request shall be reviewed, and if agreed to, approved by the City's Using Agency and any City designated representative(s). To be binding and enforceable, a Change Order shall thereafter be signed by both the Vendor, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Vendor's delivery of the services, etc. contemplated in said Change Order. All Change Orders are governed by the provisions of this Contract. Any contract change NOT fully complying with this Section 25 shall be effectuated solely by an amendment to this Contract complying with Section 38.073 of the City's "Centralized Procurement System" ordinance.

**26. Conflicts or Disputes.** This Contract represents the full and complete concurrence between the City and the Vendor and governs all disputes between them. In the instance of a conflict or dispute over issues not specifically referenced within the Contract, the following documents shall be used as historical documents. Without regard to the order of precedence, to resolve such conflicts or disputes, the historical documents are **(i)** the City's aforementioned **ITB No. 6410** and **(ii)** the Vendor's proposal responding to the aforementioned **ITB No. 6410**.

**26.1. Procedure.** This procedure supersedes all statements to the contrary occurring either in proposals or other prior agreements, oral or written, and all other communications between the parties relating to this subject.

**26.2. Presumption.** This Contract or any section thereof shall not be construed against any party due to the fact that the Contract or any section thereof was drafted by such party.

**27. Disputes; Legal Proceedings; Waiver of Trial by Jury and Continued Performance.** The Vendor agrees that its waives a trial by jury as to any and all claims, causes of action or disputes arising out of this Contract or services to be provided pursuant to this Contract. Notwithstanding any such claim, dispute or legal action, the Vendor shall continue to perform services under this Contract in a timely manner, unless otherwise directed by the City.

**28. Binding Agreement.** The City and the Vendor each bind themselves, and their successors, assigns and legal representatives to the other party to this Contract and to the successors, assigns and legal representatives of such other party with respect to all covenants of this Contract.

**29. Waiver.** Any waiver of the terms and conditions of this Contract by either of the parties hereto shall not be construed to be a waiver of any other term or condition of this Contract.

**30. Governing Laws.** This Contract, its terms and conditions and any claims arising there from shall be governed by the laws of the State of Connecticut.

**31. Notice.** Except as otherwise specifically prohibited in this Contract, whenever under this Contract approvals, authorizations, determinations, notices, satisfactions or waivers are required or permitted, such items shall be effective and valid only when given in writing signed by a duly authorized officer of the City's Using Agency or the Vendor, and delivered in hand or sent by mail, postage prepaid, to the party to whom it is directed, which until changed by written notice, are as follows:

Vendor: Joseph Caiazzo  
JC Vending and Distribution LLC  
350 Chase River Road  
Waterbury, Connecticut 06704

City: City of Waterbury  
c/o Linda Franzese  
Board of Education Food Service  
Waterbury, CT 06708

**32. City Code of Ordinances, Ethics and Conflict of Interest Code, Provisions.**

The Person (the term "Person" shall herein be as defined in Section 38 of the City's Code of Ordinances) supplying the documents, data, studies, reports, specifications, deliverables, etc. under this Contract shall comply with all applicable Federal, State and Municipal statutes, regulations, charters, ordinances, rules, etc. whether or not they are expressly stated in this Contract, including but not limited to the following:

**32.1.** It shall be a material breach of this Contract, and, except as may be permitted by regulations or rulings of the City of Waterbury Board of Ethics it shall be a violation of the City's Code of Ordinances, for any Public Official, City Employee or Member of a Board or Commission who is participating directly or indirectly in the procurement process as set forth in the City's Code of Ordinances, including those participating in exempt transactions, to become or be the employee of any person contracting with the governmental body by whom the Official, Employee, or Board or Commission member is employed or is a member.

**32.2.** It shall be a material breach of this Contract, and it shall be a violation of the City's Code of Ordinances for any Person to offer, give, or agree to give any current or former Public Official, Employee or Member of a Board or Commission, or for such current or former Public Official, Employee or Member of a Board or Commission to solicit, demand, accept or agree to accept from another Person, a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a Contract or Purchase Order, or to any solicitation or proposal therefore.

**32.3.** It shall be a material breach of this Contract and it shall be a violation of the City's Code of Ordinances for any payment, Gratuity, or offer of employment to be made as an inducement for the award of a subcontract or order, by or on behalf of a subcontractor, the prime Vendor or higher tier subcontractor or any Person associated therewith, under a Contract or Purchase Order to the City.

**32.4.** The value of anything transferred or received in violation of the City's Charter, Code of Ordinances, and/or regulations promulgated there under, by any Person subject to said Charter and/or Ordinances may be recovered by the City.

**32.5.** Upon a showing that a subcontractor made a kickback to the City, a prime Vendor or a higher tier subcontractor in connection with the award of a subcontract or order there under, it shall be conclusively presumed that the amount thereof was included in the price of the subcontract or order and ultimately borne by the City and will be recoverable hereunder from the recipient. In addition, said value may also be recovered from the subcontractor making such kickbacks. Recovery from one offending party shall not preclude recovery from other offending parties.

**32.6.** It shall be a material breach of this Contract and it shall be a violation of the City's Code of Ordinances for a Person to be retained, or to retain a Person, to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee; and every Person, before being awarded a City contract, shall deliver to the City, on a City authored form, a representation that such Person has not retained anyone in violation of this subsection 32.6, the failure to

deliver said form being a material breach of this Contract and a violation of the City's Code of Ordinances. Note, however, this subsection 32.6 shall not apply to full-time Employees who, as a condition of their employment, may be entitled to bonuses or other fees in accordance with their employment relationship.

**32.7.** The Person hereby expressly represents that he/she/it has complied with those sections of the City's Code of Ordinances requiring that said Person has (i) delivered to the City an affidavit, on a City authored form, stating that the Person and its affiliates have no delinquent taxes or other financial obligations owed to the City; (ii) filed the City authored financial disclosure statement form as set forth in the City's Code of Ordinances regarding disclosure of financial interests; (iii) delivered to the City a written acknowledgement, on a City authored form, evidencing receipt of a copy of the "Ethics and Conflict of Interest" ordinance for the City of Waterbury and hereby expressly represents that said Person is in full compliance with the entirety of said Code of Ordinances; and (iv) filed a current list of all taxable personal and real property as required by the State of Connecticut General Statutes. Any violation of this subsection 32.7 shall be deemed a material breach of this Contract and shall be a violation of the City's Code of Ordinances.

**32.8.** The definitions set forth in the City's Code of Ordinances shall be the primary source for interpretation of the forgoing subsections 32.1-32.7.

**32.9.** The Vendor is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, all relevant provisions of the City's Charter and all relevant provisions of the City's Code of Ordinances, including without limitation Chapters 93, titled "Discriminatory Practices", Chapter 38 titled "Centralized Procurement System", and Chapter 39 titled "Ethics and Conflict of Interest", of said Code as may be amended from time to time.

**32.10.** The Vendor hereby acknowledges receipt of a copy of the Chapters 38 and 39 of City's Ordinance regarding Procurement, Ethics, and Conflicts of Interest and has familiarized itself with said Code and hereby agrees to adhere to said Code. The text of Chapters 38 and 39 of said Code may be obtained from the Office of the City Clerk of the City and on the internet at the City Clerk's web site: <http://www.waterburyct.org/content/458/539/default.aspx> [click link titled "The City of Waterbury Code of Ordinances Passed 8/24/2009". For Chapter 38, click on "TITLE III: ADMINISTRATION", then click on "CHAPTER 38: CENTRALIZED PROCUREMENT SYSTEM". For Chapter 39, click on "TITLE III: ADMINISTRATION", then click on "CHAPTER 39: ETHICS AND CONFLICTS OF INTEREST"].

**32.11.** The Vendor is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, the City's Ordinance Sections 34.15 through 34.99 entitled, "Ordinance Concerning the Hiring of Waterbury Residents on Certain Publicly-Funded Construction Projects" and the State of Connecticut Legislature's Special Act No. 01-1.

**32.12.** Every Person who conducts business with, contracts, with or provides commodities or services to the City, is charged with notice of the extent of the powers and authority, and the limitations thereon, of the Public Officials and Employees of the City, as set forth in the charter of the City, the Code of Ordinances and any Regulations or Policies pertaining thereto. In particular, and without implying any limitation as to its applicability, it applies to all Persons who participate in the procedures pertaining to the Centralized Procurement System as set forth in Chapter 38, and the Ethics and Conflict of Interest provisions set forth in Chapter 39 of the Code of Ordinances.

**32.13. INTEREST OF CITY OFFICIALS.** No member of the governing body of the City, and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the carrying out of the Project to which this Contract pertains shall have any personal interest, direct or indirect, in this Contract.

**32.14. PROHIBITION AGAINST CONTINGENCY FEES.** The Vendor hereby represents that it has not retained anyone to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage or contingency fee.

**32.15. FREEDOM OF INFORMATION ACT NOTICE.** Pursuant to State statute, in the event the total compensation payable to the Vendor set forth in Section 6 herein is greater than \$2,500,000.00, the City is entitled to receive a copy of any and all Vendor records and files related to the performance of this Contract and those records and files are subject to the Freedom of Information Act ("the Act") and may be disclosed by the City pursuant to the Act.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto execute this Contract on the dates signed below.

WITNESSES:

CITY OF WATERBURY

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Neil M. O'Leary, Mayor

Date: \_\_\_\_\_

WITNESSES:

Latoya Henderson  
Latoya Henderson  
Patricia Hueser  
Patricia Hueser

JC VENDING AND DISTRIBUTION LLC

By: Joseph CAIAZCO  
Its member

Date: 11-5-19

## **ATTACHMENT A**

1. City of Waterbury Invitation to Bid # 6410, consisting of 18 pages  
(Excluding Contractor Compliance Packet, and Sample Contract) attached hereto;
2. Vendor's response to City of Waterbury Invitation to Bid # 6410,  
Dated June 22, 2019, consisting of 9 pages; attached hereto;
3. Any and all amendment(s) and Change Orders, issued by the City after  
Execution of Contract (incorporated by reference);
4. Stockholder's Affidavit; Non-Collusion Affidavit; Debarment  
Certificate (incorporated by reference);
5. Certificates of Insurance (incorporated by reference);
6. All applicable Federal, State and local statutes, regulations charter and  
Ordinances (incorporated by reference);
7. All licenses ordinances (incorporated by reference)



**THE CITY OF WATERBURY**

**AFTER SCHOOL SNACKS**

**INVITATION TO BID # 6410**

Sealed Bids for **After School Snacks** will be received by the City of Waterbury at the office of the Director of Purchasing, Room 103, City Hall Building, 235 Grand Street, Waterbury, CT 06702 until 10:45 a.m. on June 28, 2019 and at that time and place will be publicly opened and read aloud. No bids will be received after 10:45 a.m. on the day the bids are to be opened.

The Work (or Item(s) to be procured) consist(s) of: **AFTER SCHOOL SNACKS**

Bids must be enclosed in an opaque sealed envelope and plainly marked with the name of the Project Title (**After School Snacks Bid**) and shall contain the name and address of the Bidder on the envelope.

**Complete instructions for filing Bids are included in the Instructions to Bidders.**

After review of the factors set forth in the Instructions to Bidders, the CITY reserves the right to reject any and all Bids, to make an award, or to decline to make an award.

Contact the Director of Purchasing at 203-574-6748 for further information.

**END OF SECTION**

THE CITY OF WATERBURY  
AFTER SCHOOL SNACKS  
TABLE OF CONTENTS

SECTION 00100 - INSTRUCTIONS TO BIDDERS

SECTION 00300 -- ~~ADDENDUM~~ ACKNOWLEDGEMENT FORM

SECTION 00400 -- BID FORM

SECTION 00500 -- TECHNICAL SPECIFICATIONS

THE CITY OF WATERBURY

AFTER SCHOOL SNACKS

SECTION 00100

INSTRUCTIONS TO BIDDERS

ARTICLE 1. QUALIFICATIONS OF BIDDERS

- 1.3 In evaluating Bids, CITY will consider the qualifications of only those Bidders whose Bids, among other factors, are in compliance with the requirements set forth elsewhere in the Bid Documents.

ARTICLE 2. COPIES OF BID DOCUMENTS

- 2.1 Complete sets of Bid Documents shall be used in preparing Bids; neither CITY nor its representative assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bid Documents.
- 2.2 CITY and its representative in making copies of Bid Documents available do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant for any other use.

ARTICLE 3. EXAMINATION OF BID DOCUMENTS AND SITE

- 3.1 Before submitting a Bid, each Bidder must (a) examine the Bid Documents thoroughly, (b) familiarize itself with all Federal, State and local laws, ordinances, rules and regulations that may in any manner affect cost, progress or performance of the Work; and (c) study and carefully correlate the Bidder's observations and findings with the requirements of the Bid Documents.
- 3.2 The submission of a Bid will constitute an incontrovertible representation by the Bidder that it has complied with every requirement of this Article 3 and that the Bid Documents are sufficient in scope and detail to indicate and convey all terms and conditions necessary for the Bidder's proposed performance of the Work.

ARTICLE 4. INTERPRETATIONS

- 4.1 All questions about the meaning or intent of the Bid Documents must be submitted to The City of Waterbury eProcurement website by June 18, 2019 @ 2:00 p.m.
- 4.2 The City will issue written clarifications or interpretations by Addenda online at the City of Waterbury eProcurement website not later than June 20, 2019 @ 2:00 p.m. Only information issued by such City written Addenda will be binding. Oral and other clarifications or interpretations will not be binding and will be without legal effect.
- 4.3 Each Bidder shall be responsible for determining that it has received all Addenda issued and shall acknowledge receipt of all Addenda on the Addendum Acknowledgment Form and the Bidder shall list therein all written Addenda number(s) issued by the City.

ARTICLE 5. PRE-BID CONFERENCE

5.1 NOT USED

ARTICLE 6. BID FORM

- 6.1 Each Bid shall be submitted on the Bid Form included in Section 00400 of the Bid Documents. The Bid Form shall be removed from the Bid Documents, filled in as required below, and submitted to the City. Bidders must fill in all blank spaces on the Bid Form for Bid prices, including without limitation unit prices, extended prices and total price or the Bid will not be considered and shall be void
- 6.2 Bid Forms shall be completed in ink. The Bid price of each item on the form shall be stated in words and in figures. If unit prices are required on the Bid Form, discrepancies between unit prices and their respective total amounts will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.
- 6.3 All names shall be typed or printed below the signature.
- 6.4 The name and address to which communications regarding the Bid are to be directed shall be shown.
- 6.5 One (1) original and one (1) copy. Each Bid shall be submitted in a sealed opaque envelope bearing on the outside the name of Bidder, its address, and the Project Title for which the Bid is submitted. Any bidder who fails to provide the required copy of the bid may be disqualified. (If forwarded by mail, Bid and sealed envelope marked as described above shall be enclosed in another envelope with the notation "BID ENCLOSED" on the face and addressed as indicated in the Invitation to Bid.)

ARTICLE 7. RECEIPT OF BIDS

- 7.1 Sealed Bids for the Work of this Project will be received at the time and place indicated in the Invitation to Bid.
- 7.2 CITY, in its sole discretion, may refuse to consider any Bid not prepared and/or not submitted in accordance with the Bid Documents.
- 7.3 Bidders are cautioned that it is the responsibility of each individual Bidder to assure that its Bid is in the possession of Kevin McCaffery, Director of Purchasing, or an alternate designated by him, prior to the stated time and at the place of the Bid Opening. CITY is not responsible for Bids delayed by mail and/or delivery services of any nature.

ARTICLE 8. MODIFICATION AND WITHDRAWAL OF BIDS

- 8.1 Bids may be modified only by an appropriate document duly executed in the same manner that a Bid must be executed and delivered to the place where Bids are to be submitted prior to that time scheduled by the City for the opening of Bids.
- 8.2 A Bid may be withdrawn by the Bidder prior to the scheduled time (or City authorized postponement thereof) for the opening of Bids.
- 8.3 Any Bid received after the time and date specified as the time for the City's opening of Bids shall not be considered. Once bids are opened by the City, no Bidder may withdraw its Bid for a

period of ninety (90) days, excluding Saturdays, Sundays and legal holidays, after the actual date of the City's opening of the Bids.

#### ARTICLE 9. LOWEST RESPONSIBLE BIDDER

- 9.1 A contract may be awarded to the Lowest Responsible Bidder. The term "Lowest Responsible Bidder" as used herein shall mean the Bidder whose Total Bid Price is the lowest of those Bidders possessing, without limitation, the skill, ability, expertise, experience, qualifications and integrity necessary for the faithful performance of the Work, as determined by the CITY.
- 9.2 After review of these and other factors, including without limitation, responsiveness, qualifications and price, the CITY reserves the right to reject any and all Bids, to decline to make an award, to waive any and all informalities if it is in the CITY'S best interest to do so. The City reserves the right to disregard all nonconforming, nonresponsive, conditional Bids, and Bids taking exception(s) to the Bid Documents.
- 9.3 A Bid which includes, for any Item(s), a Bid Price that is abnormally low or high may be rejected in its entirety.
- 9.4 CITY reserves the right to reject the Bid of any Bidder that CITY considers not to possess the qualities set forth in Article 11.1 herein.

#### ARTICLE 10. PURCHASE ORDER ISSUANCE/AWARD AND EXECUTION OF CONTRACT

- 10.1 If a purchase order(s) is to be issued, it will be issued within ninety (90) calendar days, excluding Saturdays, Sundays, and legal holidays, after the actual date of the opening of the Bids.
- 10.2 If a contract is to be awarded, CITY will give the Lowest Responsible Bidder a Notice of Award within ninety (90) calendar days, excluding Saturdays, Sundays, and legal holidays, after the actual date of the opening of the Bids.
- 10.3 Subsequent to a Notice of Award, if any, to the Lowest Responsible Bidder, multiple unsigned copies of a contract and all other applicable contract documents will be made available to the Lowest Responsible Bidder for its execution. Within five (5) calendar days, excluding Saturdays, Sundays and legal holidays, thereafter, Contractor shall sign and return all copies of the contract and all other applicable contract documents, including without limitation, all required bonds and certificates of insurance to CITY. Thereafter, upon all required reviews, approvals, and CITY signature, the CITY will deliver one fully signed copy of the contract to CONTRACTOR. The CITY shall incur no obligations, contractual or otherwise, unless and until the CITY signs a contract, delivers a signed copy of the contract to the CONTRACTOR, and the CITY delivers to the CONTRACTOR a City written notice to proceed.

#### ARTICLE 11. ACCESS TO SITE

- 11.1 Representatives of the State and any local or federal agencies having an interest in the Work shall have access to the Work wherever it is in preparation or progress and the CONTRACTOR shall provide proper facilities for such access and inspection.

#### ARTICLE 12. SALES TAX

- 12.1 The goods and services to be provided under any contract or purchase order awarded pursuant to this Invitation to Bid is exempt from the sales taxes of the State of Connecticut.

CITY OF WATERBURY  
Insurance Bid Specifications Recommendation  
RISK MANAGEMENT

Submitting Department: BOE Food Service  
Contact Name: Linda Franzese  
Project: After School Snacks Vendor  
Date: 6/4/19  
Description of Work/Services: After School Snacks  
Contract Term:  
Recommended Insurance Coverages and Limits:

Contractor shall agree to maintain in force at all times during the contract the following minimum coverage's. All policies shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best's Rating of "A-" VIII. In addition, all Carriers are subject to approval by the City of Waterbury

General Liability:           \$1,000,000 each Occurrence  
                                  \$2,000,000 General Aggregate  
                                  \$2,000,000 Products/ Completed Operations Aggregate

Auto Liability:            \$1,000,000 Combined Single Limit each Accident  
                                  Any Auto, All Owned and Hired Autos

Workers Compensation:   WC Statutory Limits  
                                  Employer Liability (EL)  
                                  \$500,000 EL each Accident  
                                  \$500,000,000 EL Disease each Employee  
                                  \$500,000,000 EL Disease Policy Limits

Excess/ Umbrella Liability:       NA

Builder's Risk/Installation Floater Insurance:   NA

Contractors Pollution Liability Insurance:   NA

Professional Liability/E&O:   NA

Other Insurance Required: NA

Wording for Additional Insured Endorsement and Waiver of Subrogation:

The City of Waterbury and the Board of Education is listed as an Additional Insured on a primary and non-contributory basis on all policies except Workers Compensation. All policies shall include a Waiver of Subrogation.

Required coverage as set forth herein, the City may at its option purchase same<sup>f</sup> and offset the Contractor's invoices for the cost of said insurance.

Cancellation: THE CITY OF WATERBURY SHALL RECEIVE WRITTEN NOTICE OF CANCELLATION FROM THE INSURER AT LEAST 30 CALENDAR DAYS PRIOR TO THE DATE OF ACTUAL CANCELLATION, REGARDLESS OF THE REASON FOR SUCH CANCELLATION.

Certificates of Insurance: Prior to the issuance of any Purchase Order resulting from this ITB, or if a Contract is to be awarded, prior to the execution of said Contract, the Contractor shall furnish to the City, subject to City approval, certificate(s) of insurance, and Additional Insured Endorsements, verifying the above coverages, including the naming of the City of Waterbury, as follows: "The City of Waterbury and the Waterbury Board of Education are listed as additional insured with respect to General Liability, Auto Liability and Umbrella Liability coverages". The City's ITB number must be shown on the certificate of insurance to assure correct filing. The Contractor must supply replacement/renewal certificates at least 30 days prior to the expiration of the policy(ies). Said certificates shall contain a provision that coverage afforded under the policies shall not be cancelled or reduced for any reasons unless notice of than 30 calendar days has been mailed to the Office of Corporation Counsel, 235 Grand Street, Waterbury, CT 06702.

13.2 Contractor's costs for all Contractor insurance required by the contract shall be included in its Bid Price(s) and shall include only the Contractor's direct and actual costs for such insurance, without any mark-ups by either the Contractor or Subcontractors of any tier.

13.2 CONTRACTOR'S costs for all CONTRACTOR insurance required by the contract shall be included in its Total Bid Price and shall include only the CONTRACTOR'S direct and actual costs for such insurance, without any mark-ups by either the CONTRACTOR or SUBCONTRACTORS of any tier.

#### ARTICLE 14. PURCHASE ORDER/CONTRACT TIME

14.1 BIDDER agrees and covenants that the Contract Time shall commence upon delivery of the CITY'S written notice to proceed, which shall occur after contract execution by both parties.

14.2 BIDDER agrees and covenants that the purchase order time shall commence upon issuance and terminate on 08/31/20, unless the purchase order provides otherwise.

#### ARTICLE 15. BID DOCUMENTS.

15.1 Bid Documents shall be any and all sections, terms, conditions, forms, drawings, data, etc., listed in the Table of Contents of the Bid Documents.

#### ARTICLE 16. Federal, State and Local Employment Requirements.

16.1 Contractors, if applicable, shall be obligated to fully comply with the attached Hiring of Waterbury Residents on Certain Publicly- Funded Construction Projects, i.e. City of Waterbury Ordinances Chapter 34 ( " Good Jobs Ordinance " ), Federal Davis- Bacon Act, Federal American Recovery and Reinvestment Act of 2009, and the Housing and Urban Development Section 3 Clause, all as further specified in the attached City of Waterbury Contract form. Also attached hereto, is a full copy of the aforesaid City of Waterbury Ordinance, commonly referred to as the " Good Jobs Ordinance " .

## Not Applicable

- 16.2 The contractor who is selected to perform this municipal public works project, funded in whole or part by the State, must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5. An Affirmative Action Plan must be filed with and approved by the Commission on Human Rights and Opportunities prior to the commencement of construction.

State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services ("DAS") under the provisions of CONN. GEN. STAT. § 4a-60g, as amended. (25% of the work with DAS certified Small and Minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals.

For municipal public works contracts, the contractor must file a written or electronic non-discrimination certification with the Commission on Human Rights and Opportunities. Forms can be found at [http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav\\_GID=1806](http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806).

END OF SECTION



## **CIVIL RIGHTS STATEMENT:**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) e-mail: [program.intake@usda.gov](mailto:program.intake@usda.gov).  
This institution is an equal opportunity provider.

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THE CITY OF WATERBURY

AFTER SCHOOL SNACKS

SECTION 00300

ADDENDUM ACKNOWLEDGEMENT FORM

NOTE: The Bidder is to complete, sign and date this form. The completed form shall be submitted with the BID FORM in accordance with ARTICLE 6 of the INSTRUCTIONS TO BIDDERS.

The undersigned, as Bidder's Authorized Representative, acknowledges receipt of the following Addenda and that the modifications to the Bid Documents noted therein have been considered and all costs related thereto are included in the Bid Prices:

Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____

---

Business Name of Bidder: \_\_\_\_\_  
(Print or Type)

By Bidder's Authorized Representative:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
(Print or Type)

Title: \_\_\_\_\_  
(Print or Type)

Date: \_\_\_\_\_  
(Print or Type)

END OF SECTION

THE CITY OF WATERBURY  
AFTER SCHOOL SNACKS BID  
SECTION 00400  
BID FORM

Date: \_\_\_\_\_

Mr. Kevin McCaffery  
Director of Purchasing  
City of Waterbury  
235 Grand Street  
Waterbury, CT 06702

Sir:

Pursuant to and in compliance with the Invitation to Bid, the Undersigned:

\_\_\_\_\_  
(Print or Type Business Name of Bidder)

having carefully examined all the Bid Documents, together with all Addenda, as acknowledged on the Addendum Acknowledgment Form, and having informed itself fully in regard to all conditions pertaining to the providing of the specified Bid Items and the place where the Work, Services and/or Items are to be delivered, constructed, installed and/or performed; and that with this representation, the undersigned makes this Bid.

Further, the undersigned proposes to provide the specified Bid Items, to perform all Services and/or to furnish all equipment, labor and materials, etc. and to complete the Work in its entirety in the manner and under the conditions required by the Bid Documents at the prices listed as follows:

{See attached for bid items}

SPECIAL INSTRUCTIONS

AFTER SCHOOL SNACKS:

Deliveries and Billing:

Individually wrapped snacks and 100% juices are to be delivered (1) time a week to (36) locations, approximately 6500 units per week.

Contractor must be licensed.

After School snack menu changes must be approved by the Food Service Director or designee prior to the change.

Additional space is provided to include other snacks to be considered as part of the bid. All After School snacks must be listed on the CT Healthy Snacks and Beverages list and must meet the serving sizes for grains/breads.

\_\_\_\_\_  
Social Security Number  
or Federal Identification Number

\_\_\_\_\_  
Signature of Individual or  
Corporate Name:

\_\_\_\_\_  
Corporate Officer  
(if applicable)

Notice of acceptance should be mailed, telegraphed or delivered to the (undersigned Bidder at the following address):

\_\_\_\_\_  
(Name)

By: \_\_\_\_\_

(Title)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City, State, Zip Code)

Date: \_\_\_\_\_

Note: If the Bidder is a corporation, indicate State of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses, if different from business address.

The following documents are attached to and made a condition of the Bid:

- a. Instructions to Bidders -- Section 00100
- b. Bid Form -- Section 00300
- c. Technical Specifications -- Section 00400

END OF SECTION

THE CITY OF WATERBURY  
AFTER SCHOOL SNACKS  
SECTION 00500  
TECHNICAL SPECIFICATIONS

Bidder must guarantee their bid price for a period of one (1) year. These bids are renewable, for 2-1 year options, at the discretion of the Waterbury Board of Education, Food Service Division, and the Food Service Director, if they are in the best interest of The City of Waterbury.

Please complete the bid pricing page with a fixed price to be held for 1 year with the option of 2-1 year renewals.

AWARDING OF BID:

Contractor must comply with applicable Federal and State laws and regulations. Contractor must have a minimum of (5) years experience supplying snacks for the After School Snack Program.

Contractor, at the discretion of the City of Waterbury, Food Service Division, may be required to change the snack item based on Federal & State nutritional guidelines & requirements.

Bid will be awarded to sole vendor based on overall cost, variety, experience, and nutritional requirements of the After School Snack Program.

The undersigned hereby declares and certifies under the penalties of perjury that this Bid is in all respects bona fide and fair; that the only persons or parties interested in this Bid as principals are as stated; that the Bid is made without any collusion with other persons, firms, or corporations, and that the Bid prices shall cover all expenses incurred in providing the specified Bid Items, performing and completing all Work and/or Services, and furnishing all equipment, labor and materials, etc. as required by the Bid Documents, of which this Bid Form is a part. As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

In the event of mathematically incorrect calculations of individual items or totals, the mathematically correct amount using the estimated quantities and unit prices (in words), where applicable, shall govern in determining the Total Bid Price.

The undersigned also agrees that any quantities indicated are for Bid comparison purposes only and are not represented to be actual quantities to be procured and/or required for completion of the Work.

Respectfully submitted by:

\_\_\_\_\_  
Social Security Number or (Print or Type)  
Federal Identification Number

\_\_\_\_\_  
Business Name of Bidder (Print or Type)

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Name of Authorized Official (Print or Type)

\_\_\_\_\_  
Title of Authorized Official (Print or Type)

Bidder shall provide Bidder's Contact Information below:

\_\_\_\_\_  
Business Address: (Print or Type)

\_\_\_\_\_  
Business Fax Number: (Print or Type)

\_\_\_\_\_  
City, State, Zip Code: (Print or Type)

\_\_\_\_\_  
Mobile Contact Number: (Print or Type)

\_\_\_\_\_  
Business Telephone Number: (Print or Type)

\_\_\_\_\_  
Business Email Address: (Print or Type)

Note: If the Bidder is a corporation, indicate State of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses, if different from business address.

The following documents are attached to and made a condition of the Bid:

- a. Instructions to Bidders – Section 00100
- b. Addendum Acknowledgement Form – Section 00300
- c. Bid Form – Section 00400
- d. Technical Specifications – Section 00500

END OF SECTION



Following is a list of schools in Waterbury and their addresses:

CROSBY H.S./WALLACE M.S.	300 PIERPONT ROAD
KENNEDY HIGH SCHOOL	422 HIGHLAND AVENUE
WILBY H.S./NORTH END M.S.	568 BUCKS HILL ROAD
WEST SIDE MIDDLE SCHOOL	483 CHASE PARKWAY
BUCKS HILL GRAMMAR SCHOOL	330 BUCKS HILL ROAD
BUNKER HILL GRAMMAR SCHOOL	170 BUNKER HILL AVENUE
CARRINGTON GRAMMAR SCHOOL	24 KENMORE AVENUE
CHASE GRAMMAR SCHOOL	40 WOODTICK ROAD
W. CROSS GRAMMAR SCHOOL	29 JOHN STREET
DRIGGS GRAMMAR SCHOOL	77 WOODLAWN TERRACE
DUGGAN GRAMMAR SCHOOL	38 WEST PORTER STREET
ENLIGHTENMENT SCHOOL	30 CHURCH STREET
GENERALI GRAMMAR SCHOOL	3196 EAST MAIN STREET
GILMARTIN GRAMMAR SCHOOL	94 SPRING LAKE ROAD
HOPEVILLE GRAMMAR SCHOOL	2 CYPRESS STREET
KINGSBURY GRAMMAR SCHOOL	220 COLUMBIA BOULEVARD
MALONEY GRAMMAR SCHOOL	233 SOUTH ELM STREET
REED GRAMMAR SCHOOL	33 GRIGGS STREET
REGAN GRAMMAR SCHOOL	2780 NORTH MAIN STREET
ROTELLA GRAMMAR SCHOOL	380 PIERPONT ROAD
SPRAGUE GRAMMAR SCHOOL	1448 THOMASTON AVENUE
STATE STREET SCHOOL	58 GRIGGS STREET
TINKER GRAMMAR SCHOOL	809 HIGHLAND AVENUE
WALSH GRAMMAR SCHOOL	55 DIKEMAN STREET
WASHINGTON GRAMMAR SCHOOL	685 BALDWIN STREET
WATERBURY ARTS MAGNET	16 SOUTH ELM STREET
WATERBURY CAREER ACADEMY	175 BIRCH STREET
WILSON GRAMMAR SCHOOL	235 BIRCH STREET
CENTRAL SUPPLY	562 CAPTAIN NEVILLE DRIVE

# Waterbury Public Schools 2019 ~ 2020 School Year Calendar

July						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
	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	31			

August						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
			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	31

20th - New Teacher Orientation - Thu.  
21st - New Teacher Orientation - Thu.  
22nd - Professional Development Day - Thu.  
23rd - Professional Development Day - Thu.  
24th - Professional Development Day - Thu.  
25th - First Day of School

September						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
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					

2nd - Labor Day - No School  
10th - Open House - Elem. 5-7pm - Early Dismissal  
15th - Open House - H.S. 5-7pm - Early Dismissal  
16th - Early Dismissal - M.S. - Teacher Collab. PD  
20th - Open House - H.S. 5-7pm - Early Dismissal  
25th - Early Dismissal - H.S. & Elem. Teacher Collab. PD  
26th - Rosh Hashanah - Jewish Holiday

October						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
		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	31		

14th - Professional Development - Thu. - No School  
16th - Yom Kippur - Jewish Holiday  
16th - Columbus Day - No School  
31st - End of the 1st MP: HS/MS/Elem

November						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
				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

5th - Election Day - No School  
11th - Veterans' Day - No School  
12th - Grade Submission Ends - 9AM  
15th - Pre-K & Kindergarten - End of 1st MP  
27th - Early Dismissal - Thanksgiving Recess  
28th & 29th - Thanksgiving Recess - No School

December						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
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	31				

6th - Pre-K & Kindergarten - Grade Submission Ends - 9AM  
11th - Parent Conference Elem. 5-7pm - Early Dismissal  
11th - Parent Conference H.S. 7-9pm - Early Dismissal  
11th - Early Dismissal - M.S. - Teacher Collab. PD  
13th - Pre-K & Kindergarten - Distribute 1st MP Report Cards  
14th - Parent Conference H.S. 5-7pm - Early Dismissal  
18th - Early Dismissal - H.S. & Elem. Teacher Collab. PD  
23rd-31st - Winter Recess - No School

January						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
		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	31	

1st - New Year's Day - No School  
2nd - School Resumes  
6th - Three Kings Day - No School  
14th - 2nd - Mid Term Exams - Early Dismissal HS Only  
26th - Martin Luther King Jr.'s Day - No School  
23rd - End of the 2nd MP: HS/MS/Elem  
30th - Grade Submission Ends - 9AM

February						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
					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

6th - Distribute 2nd MP Report Cards  
14th - Lincoln's Day (Observed) - No School  
17th - President's Day - No School

March						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
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	31				

6th - Professional Development - Thu. No School  
9th - Pre-K & Kindergarten - End of the 2nd MP  
16th - Pre-K & Kindergarten - Grade Submission Ends - 9AM  
13rd - Pre-K & Kindergarten - Distribute 1st MP Report Cards  
26th - End of the 3rd MP: HS/MS/Elem

April						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
			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 - Parent Conference Elem. 5-7pm - Early Dismissal  
1st - Parent Conference H.S. 7-9pm - Early Dismissal  
1st - Early Dismissal - M.S. - Teacher Collab. PD  
6th - Grade Submission Ends - 9AM  
10th - Good Friday - No School  
13th-17th - Spring Recess - No School  
20th - Distribute 3rd MP Report Cards  
22nd - Parent Conference H.S. 5-7pm - Early Dismissal  
22nd - Early Dismissal - H.S. & Elem. Teacher Collab. PD

May						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
				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 - 14th - AP Exams  
20th - Eid al-Fitr Muslim Holiday  
25th - Memorial Day - No School

June						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
					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 - 1st-Grades due 5 days before last day  
\*\* Pre-K - 1st-Grades due 5 days before last day  
\*\* H.S. Grade submission ends on last day  
Last Day of School shall be Early Dismissal  
10th - Last Day of School - Depending on Weather

\*Prepared by the Computer Technology Center\*

BPE Approved 5-16-2019

THE CITY OF WATERBURY

AFTER SCHOOL SNACKS

SECTION 00300

ADDENDUM ACKNOWLEDGEMENT FORM

NOTE: The Bidder is to complete, sign and date this form. The completed form shall be submitted with the BID FORM in accordance with ARTICLE 6 of the INSTRUCTIONS TO BIDDERS.

The undersigned, as Bidder's Authorized Representative, acknowledges receipt of the following Addenda and that the modifications to the Bid Documents noted therein have been considered and all costs related thereto are included in the Bid Prices:

Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____
Addendum # _____	Dated Issued _____

Business Name of Bidder: J C Vending Distribution LLC  
(Print or Type)

By Bidder's Authorized Representative:

Signature: \_\_\_\_\_

Name: Joseph CAIAZZO  
(Print or Type)

Title: owner  
(Print or Type)

Date: 6.22.19  
(Print or Type)

END OF SECTION

THE CITY OF WATERBURY  
AFTER SCHOOL SNACKS BID

SECTION 00400

BID FORM

Date: 6-22-19

Mr. Kevin McCaffery  
Director of Purchasing  
City of Waterbury  
235 Grand Street  
Waterbury, CT 06702

Sir:

Pursuant to and in compliance with the Invitation to Bid, the Undersigned:

JC Vending & Distribution LLC

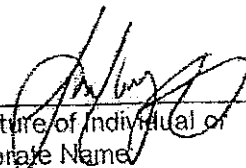
(Print or Type Business Name of Bidder)

having carefully examined all the Bid Documents, together with all Addenda, as acknowledged on the Addendum Acknowledgment Form, and having informed itself fully in regard to all conditions pertaining to the providing of the specified Bid Items and the place where the Work, Services and/or Items are to be delivered, constructed, installed and/or performed; and that with this representation, the undersigned makes this Bid.

Further, the undersigned proposes to provide the specified Bid Items, to perform all Services and/or to furnish all equipment, labor and materials, etc. and to complete the Work in its entirety in the manner and under the conditions required by the Bid Documents at the prices listed as follows:

[See attached for bid items]

20-3635582  
Social Security Number  
or Federal Identification Number

  
Signature of Individual or  
Corporate Name

\_\_\_\_\_  
Corporate Officer  
(if applicable)

Notice of acceptance should be mailed, telegraphed or delivered to the (undersigned Bidder at the following address):

Joseph CAIAZZO  
(Name)

By: owner  
(Title)

350 Chase River Road  
(Business Address)

Waterbury, Ct 06704  
(City, State, Zip Code)

Date: 6-21-79

Note: If the Bidder is a corporation, indicate State of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses, if different from business address.

The following documents are attached to and made a condition of the Bid:

- a. Instructions to Bidders -- Section 00100
- b. Bid Form -- Section 00300
- c. Technical Specifications -- Section 00400

END OF SECTION

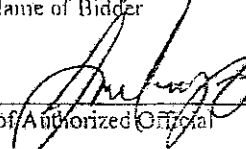
The undersigned hereby declares and certifies under the penalties of perjury that this Bid is in all respects bona fide and fair; that the only persons or parties interested in this Bid as principals are as stated; that the Bid is made without any collusion with other persons, firms, or corporations, and that the Bid prices shall cover all expenses incurred in providing the specified Bid Items, performing and completing all Work and/or Services, and furnishing all equipment, labor and materials, etc. as required by the Bid Documents, of which this Bid Form is a part. As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

In the event of mathematically incorrect calculations of individual items or totals, the mathematically correct amount using the estimated quantities and unit prices (in words), where applicable, shall govern in determining the Total Bid Price.

The undersigned also agrees that any quantities indicated are for Bid comparison purposes only and are not represented to be actual quantities to be procured and/or required for completion of the Work.

Respectfully submitted by:

26-3635582  
Social Security Number or (Print or Type)  
Federal Identification Number

JC Vending 1087 LLC  
Business Name of Bidder (Print or Type)  
  
Signature of Authorized Official  
Joseph C. Iazzo  
Name of Authorized Official (Print or Type)  
owner  
Title of Authorized Official (Print or Type)

Bidder shall provide Bidder's Contact Information below:

350 Chase River Rd  
Business Address: (Print or Type)  
Waterbury Ct 06704  
City, State, Zip Code: (Print or Type)  
203 574-3236  
Business Telephone Number: (Print or Type)

203 574 7807  
Business Fax Number: (Print or Type)  
203 509 4736  
Mobile Contact Number: (Print or Type)  
JCAIAZZO@AOL.COM  
Business Email Address: (Print or Type)

AFTEK SCHOOL SNACKS BID 2019 - 20

ITEM #	MANUFACTURER #	PRODUCT NAME	BRAND	UNIT SIZE	COUNT PER CASE	PRICE PER ITEM	CASE PRICE	IF BIDDING FOR 1 YEAR	IF BIDDING FOR 2 YEARS	IF BIDDING FOR 3 YEARS	IF BIDDING FOR 4 YEARS	IF BIDDING FOR 5 YEARS
		JUICE										
		ALL JUICE MUST BE 100% FRUIT JUICE										
		MOTT'S Tetra Pak	MOTT'S	6.76 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Fruit Punch	MOTT'S	6.76 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Apple White Grape	MOTT'S	6.76 OZ	32	.36	11.52	YES				
	100-14100-31017-0	APPLE & EVE ASEPTIC BDX W/STRAW	APPLE & EVE	3.78 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Apple	APPLE & EVE	3.78 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Fruit Punch	APPLE & EVE	3.78 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Orange Tangarine	APPLE & EVE	3.78 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Grape	APPLE & EVE	3.78 OZ	32	.36	11.52	YES				
	100-14100-31017-0	Vanilla Dany	APPLE & EVE	3.78 OZ	32	.36	11.52	YES				

VENDOR:

CITY OF WATERBURY

AFTER SCHOOL SNACKS LTD 2013 - 20

ITEM #	MANUFACTURER #	PRODUCT NAME	BRAND	UNIT SIZE	COUNT PER CASE	PRICE PER ITEM	CASE PRICE	DATE RECEIVED	DATE USED	DATE EXPIRED	DATE RECEIVED	DATE USED	DATE EXPIRED
	14100-018105	Peppertidge Farm Guldfisch Snack Crackers, Cheddar	QUAKER HILLS PABA	0.75 OZ	60	.40	24.00	YES					
	00335-00005	Chorlito's Mini Mini Cinnamon Graham Crackers	QUAKER HILLS PABA	.06 OZ	N/A			YES					
	0-08536-00006-6	Chorlito's Mini Mini Chocolate Chocolate Chip Cookies	QUAKER HILLS PABA	.06 OZ	N/A			YES					
	00536-00004	Chorlito's Mini Mini Chocolate Graham Crackers	QUAKER HILLS PABA	.06 OZ	N/A			YES					
	0-31000-11054-2	rice (Kiwipe Trans)	KELLOGG'S	1.41 OZ	80	.52	41.60	YES					
	402001	Boat Graham's -- Chocolate	MAA MARKETING	1 OZ / 2 PK	N/A			YES					
	(UPC) 006-02830-40400-7	Boat Graham's -- Vanilla	MAA MARKETING	1 OZ / 2 PK	N/A			YES					
	403001	Boat Graham's -- Apple Cinnamon	MAA MARKETING	1 OZ / 2 PK	N/A			YES					
	(UPC) 006-02830-40300-0	Kahleco Honey Maid Lip Squares	MAA MARKETING	1.00 OZ	N/A			YES					
	10320-00100	Melisco Honey Maid Tasty Cinnamon Graham's	MAA MARKETING	1 OZ	N/A			YES					
	76600-30022	Butter Crunch Cookies	LINDEN	1.5 OZ / 2 PK	240	.38	91.20	YES					
	76600-30012	Chocolate Chip Cookie	LINDEN	1.5 OZ / 2 PK	240	.38	91.20	YES					
	70000-30032	Fudge Chip Cookie	LINDEN	1.5 OZ / 2 PK	240	.38	91.20	YES					
	76600-30042	Onion Raisin Cookie	LINDEN	1.5 OZ / 2 PK	240	.38	91.20	YES					

VENDOR:

CITY OF WATERBURY



2019-2020 SCHOOL SNACKS BIDDING

ITEM #	MANUFACTURER #	PRODUCT NAME	BRAND	UNIT SIZE	COUNT PER CASE	PRICE PER ITEM	CASE PRICE	DATE RECEIVED	DATE RECEIVED	DATE RECEIVED	DATE RECEIVED	DATE RECEIVED	DATE RECEIVED
		SNACK ITEMS											
		ALL SNACK ITEMS MUST BE WHOLE GRAIN / INDIVIDUALLY WRAPPED											
	108-40350-00601-9	Pretzel Stix	PRETZEL STIX	1 OZ	104	.42	41.60	YES					
	24100-10400	Sunshine Cheez-Its	HELLOGGY	1 OZ	60	.39	23.40	YES					
	30100-40644	Keebler Fing Rings Cheddar Cheddar	HELLOGGY	1 OZ	210	.39	81.90	YES					
	30100-20310	Keebler Animal Crackers	HELLOGGY	1 OZ	150	.36	54.00	YES					
	30100-40230	Keebler ELF Graham, Chocolate	HELLOGGY	1 OZ	150	.34	51.00	YES					
	30100-40213	Keebler ELF Graham, Original	HELLOGGY	1 OZ	150	.39	58.50	YES					
	30100-40221	Keebler ELF Graham, Cinnamon	HELLOGGY	1 OZ	150	.39	58.50	YES					
	28400-20357	Whitefish Baked Snack Crackers Cheddar Cheese	PRIMO-LAY	.9 OZ	104	.40	41.60	YES					
	28400-20390	Que Pasa Kids Milk Chocolate Snack Mix	PRIMO-LAY	.875 OZ	150	.38	57.00	YES					
	28400-12307	Que Pasa Trax Crackers	PRIMO-LAY	.875 OZ	150	.38	57.00	YES					
	13562-40420	Auntie's Cheddar Bonitos (Original)	GENERAL MILLS	0.28 OZ	144			YES					
	13562-00335	Auntie's Bunny Grahams, Honey	GENERAL MILLS	1.25 OZ	12			YES					
	13562-00337	Auntie's Friends Bunny Grahams Honey, Chocolate & Chocolate Chip	GENERAL MILLS	1.25 OZ	12			YES					
	14100-01733	Peppermint Farm, Flavor Baked Goldfish, Hot & Spicy Cheddar	CRANFILL'S	0.75 OZ	40			YES					

VENDOR: \_\_\_\_\_

CITY OF WATERBURY

THE CITY OF WATERBURY  
AFTER SCHOOL SNACKS  
SECTION 00500  
TECHNICAL SPECIFICATIONS

Bidder must guarantee their bid price for a period of one (1) year. These bids are renewable, for 2-1 year options, at the discretion of the Waterbury Board of Education, Food Service Division, and the Food Service Director, if they are in the best interest of The City of Waterbury.

Please complete the bid pricing page with a fixed price to be held for 1 year with the option of 2-1 year renewals.

AWARDING OF BID:

Contractor must comply with applicable Federal and State laws and regulations. Contractor must have a minimum of (5) years experience supplying snacks for the After School Snack Program.

Contractor, at the discretion of the City of Waterbury, Food Service Division, may be required to change the snack item based on Federal & State nutritional guidelines & requirements.

Bid will be awarded to sole vendor based on overall cost, variety, experience, and nutritional requirements of the After School Snack Program.

Note: If the Bidder is a corporation, indicate State of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses, if different from business address.

The following documents are attached to and made a condition of the Bid:

- a. Instructions to Bidders – Section 00100
- b. Addendum Acknowledgement Form – Section 00300
- c. Bid Form – Section 00400
- d. Technical Specifications – Section 00500

END OF SECTION

# ***Waterbury Board of Education***

## **Monthly Expenditure Report**

**July-September 2019**

ACCOUNT	CLASSIFICATION	FY 20 ORIGINAL BUDGET	FY 20 ADJUSTED BUDGET	JULY-SEPT EXPENDITURE	JULY-SEPT ENCUMBRANCE	CURRENT BALANCE	PROJECTED EXP.	PROJECTED DIFFERENCE
<b>Salaries</b>								
511101	Administrators	\$8,781,615	\$8,781,615	\$1,901,297	\$0	\$6,880,318	\$8,781,615	\$0
511102	Teachers	\$71,076,606	\$71,076,606	\$8,767,020	\$13,956	\$62,295,630	\$71,076,606	\$0
511104	Superintendent	\$410,000	\$410,000	\$94,615	\$0	\$315,385	\$410,000	\$0
511106	Early Incentive Certified	\$931,968	\$931,968	\$845,477	\$0	\$86,491	\$931,968	\$0
511107	Certified Coaches	\$764,000	\$764,000	\$101	\$0	\$763,899	\$764,000	\$0
511108	School Psychologists	\$1,814,828	\$1,814,828	\$175,230	\$0	\$1,639,598	\$1,814,828	\$0
511109	School Social Workers	\$1,949,419	\$1,949,419	\$186,337	\$0	\$1,763,082	\$1,949,419	\$0
511110	Speech Pathologists	\$2,308,110	\$2,308,110	\$243,865	\$0	\$2,064,245	\$2,308,110	\$0
511113	Extra Compensatory Stipend	\$97,000	\$97,000	\$0	\$0	\$97,000	\$97,000	\$0
511201	Non-Certified Salaries	\$2,333,585	\$2,333,585	\$233,145	\$0	\$2,100,440	\$2,333,585	\$0
511202	Clerical Wages	\$963,037	\$963,037	\$184,864	\$0	\$778,173	\$963,037	\$0
511204	Crossing Guards	\$363,055	\$363,055	\$48,341	\$0	\$314,714	\$363,055	\$0
511206	Educational	\$464,447	\$464,447	\$58,166	\$0	\$406,281	\$464,447	\$0
511212	Substitute Teachers	\$2,945,000	\$2,945,000	\$134,054	\$49,581	\$2,761,365	\$2,945,000	\$0
511215	Cafeteria Aides	\$80,000	\$80,000	\$47,905	\$0	\$32,095	\$80,000	\$0
511217	Library Aides	\$166,617	\$166,617	\$15,343	\$0	\$151,274	\$166,617	\$0
511219	School Clerical	\$1,896,215	\$1,896,215	\$294,899	\$0	\$1,601,316	\$1,896,215	\$0
511220	Fiscal Administration	\$514,230	\$514,230	\$87,219	\$0	\$427,011	\$514,230	\$0
511222	Transportation Coordinator	\$101,039	\$101,039	\$22,829	\$0	\$78,210	\$101,039	\$0
511223	Office Aides	\$170,000	\$170,000	\$22,699	\$0	\$147,301	\$170,000	\$0
511225	School Maintenance Non-Certified	\$2,184,221	\$2,184,221	\$372,141	\$0	\$1,812,080	\$2,184,221	\$0
511226	Custodians Non-Certified	\$5,352,068	\$5,352,068	\$1,062,715	\$0	\$4,289,353	\$5,352,068	\$0
511227	Overtime - Outside Activities	\$200,000	\$200,000	\$34,949	\$0	\$165,051	\$200,000	\$0
511228	Paraprofessionals	\$10,044,144	\$10,044,144	\$1,067,298	\$0	\$8,976,846	\$10,044,144	\$0
511229	Bus Duty	\$250,000	\$250,000	\$99	\$0	\$249,901	\$250,000	\$0
511232	Attendance Counselors	\$111,185	\$111,185	\$3,625	\$0	\$107,560	\$111,185	\$0
511233	ABA Behaviorial Therapist	\$1,589,085	\$1,589,085	\$279,786	\$0	\$1,309,299	\$1,589,085	\$0
511234	Interpreters	\$135,795	\$135,795	\$8,715	\$0	\$127,080	\$135,795	\$0
511237	Swing Space	\$0	\$0	\$30,581	\$0	(\$30,581)	\$0	\$0
511650	Overtime	\$740,000	\$740,000	\$115,667	\$0	\$624,333	\$740,000	\$0
511653	Longevity	\$15,300	\$15,300	\$1,055	\$0	\$14,245	\$15,300	\$0
511700	Extra Police Protection	\$520,516	\$520,516	\$0	\$0	\$520,516	\$520,516	\$0
511800	Vacation and Sick Term Payout	\$111,279	\$111,279	\$92,040	\$0	\$19,239	\$111,279	\$0
529001	Car Allowance	\$75,000	\$75,000	\$11,398	\$0	\$63,603	\$75,000	\$0
529003	Meal Allowances	\$19,800	\$19,800	\$108	\$0	\$19,692	\$19,800	\$0
<b>Subtotal Salaries</b>		<b>\$119,479,164</b>	<b>\$119,479,164</b>	<b>\$16,443,584</b>	<b>\$63,536</b>	<b>\$102,972,044</b>	<b>\$119,479,164</b>	<b>\$0</b>

ACCOUNT	CLASSIFICATION	FY 20 ORIGINAL BUDGET	FY 20 ADJUSTED BUDGET	JULY-SEPT EXPENDITURE	JULY-SEPT ENCUMBRANCE	CURRENT BALANCE	PROJECTED EXP.	PROJECTED DIFFERENCE
<b>Purchased Services</b>								
533009	Evaluation	\$74,250	\$74,250	\$0	\$1,737	\$72,513	\$74,250	\$0
533020	Consulting Services	\$371,125	\$371,125	\$99,527	\$269,877	\$1,721	\$371,125	\$0
533100	Auditing	\$54,000	\$54,000	\$0	\$0	\$54,000	\$54,000	\$0
539005	Sporting Officials	\$35,000	\$33,680	\$115	\$0	\$33,565	\$33,680	\$0
539007	Report Cards	\$9,000	\$9,000	\$0	\$0	\$9,000	\$9,000	\$0
539008	Messenger Service	\$28,600	\$29,920	\$0	\$29,920	\$0	\$29,920	\$0
543000	General Repairs & Maintenance	\$1,740,700	\$1,740,700	\$175,260	\$440,251	\$1,125,189	\$1,740,700	\$0
543011	Maintenance - Service Contracts	\$730,000	\$730,000	\$77,001	\$449,190	\$203,809	\$730,000	\$0
544002	Building Rental	\$555,539	\$555,539	\$156,946	\$358,268	\$40,325	\$555,539	\$0
545002	Water	\$255,000	\$255,000	\$0	\$0	\$255,000	\$255,000	\$0
545006	Electricity	\$3,129,855	\$3,129,855	\$524,379	\$0	\$2,605,476	\$3,129,855	\$0
545013	Security/Safety	\$125,000	\$125,000	\$5,366	\$14,056	\$105,578	\$125,000	\$0
551000	Pupil Transportation	\$15,241,207	\$15,241,207	\$1,025,683	\$13,580,900	\$634,624	\$15,241,207	\$0
553001	Postage	\$70,000	\$70,000	\$14,585	\$0	\$55,415	\$70,000	\$0
553002	Telephone	\$250,000	\$250,000	\$50,285	\$11,141	\$188,575	\$250,000	\$0
553005	Wide-area Network (SBC)	\$93,600	\$93,600	\$11,089	\$2,492	\$80,019	\$93,600	\$0
556055	Tuition - Outside	\$8,225,000	\$8,225,000	\$484,551	\$5,843,458	\$1,896,992	\$8,225,000	\$0
556056	Purchased Service - Outside	\$2,627,897	\$2,627,897	\$146,418	\$2,385,656	\$95,823	\$2,627,897	\$0
557000	Tuition Reimbursement	\$6,000	\$6,000	\$0	\$0	\$6,000	\$6,000	\$0
558000	Travel Expenses	\$18,000	\$18,000	\$1,340	\$901	\$15,759	\$18,000	\$0
559001	Advertising	\$25,000	\$25,000	\$1,651	\$0	\$23,349	\$25,000	\$0
559002	Printing & Binding	\$50,000	\$50,000	\$2,425	\$0	\$47,575	\$50,000	\$0
559104	Insurance - Athletics	\$23,000	\$23,000	\$22,057	\$0	\$943	\$23,000	\$0
<b>Subtotal Purchased Services</b>		<b>\$33,737,773</b>	<b>\$33,737,773</b>	<b>\$2,798,679</b>	<b>\$23,387,845</b>	<b>\$7,551,249</b>	<b>\$33,737,773</b>	<b>\$0</b>
<b>Supplies/Materials</b>								
561100	Instructional Supplies	\$1,620,000	\$1,620,000	\$373,713	\$622,517	\$623,770	\$1,620,000	\$0
561200	Office Supplies	\$71,840	\$71,840	\$14,194	\$24,149	\$33,497	\$71,840	\$0
561204	Emergency/Medical Supplies	\$4,000	\$4,000	\$0	\$0	\$4,000	\$4,000	\$0
561210	Intake Center Supplies	\$1,500	\$1,500	\$1,261	\$8	\$231	\$1,500	\$0
561211	Recruitment Supplies	\$50,000	\$50,000	\$1,993	\$11,149	\$36,858	\$50,000	\$0
561212	Medicaid Supplies	\$15,000	\$15,000	\$0	\$13,440	\$1,560	\$15,000	\$0
561501	Diesel	\$156,585	\$156,585	\$9,519	\$147,066	\$0	\$156,585	\$0
561503	Gasoline	\$35,000	\$35,000	\$1,801	\$8,602	\$24,597	\$35,000	\$0
561505	Natural Gas	\$1,666,000	\$1,666,000	\$121,229	\$0	\$1,544,771	\$1,666,000	\$0
561507	Janitorial Supplies	\$235,000	\$235,000	\$41,214	\$135,178	\$58,608	\$235,000	\$0
561508	Electrical Supplies	\$50,000	\$50,000	\$3,312	\$3,806	\$42,883	\$50,000	\$0
561509	Plumbing Supplies	\$100,000	\$100,000	\$10,647	\$19,724	\$69,629	\$100,000	\$0

ACCOUNT	CLASSIFICATION	FY 20 ORIGINAL BUDGET	FY 20 ADJUSTED BUDGET	JULY-SEPT EXPENDITURE	JULY-SEPT ENCUMBRANCE	CURRENT BALANCE	PROJECTED EXP.	PROJECTED DIFFERENCE
561510	Building & Ground Supplies	\$150,000	\$150,000	\$38,792	\$33,846	\$77,362	\$150,000	\$0
561511	Propane	\$285,938	\$285,938	\$32,301	\$253,636	\$0	\$285,938	\$0
567000	Clothing Supplies	\$40,000	\$40,000	\$0	\$0	\$40,000	\$40,000	\$0
567001	Crossing Guard Uniforms	\$2,000	\$2,000	\$0	\$1,986	\$14	\$2,000	\$0
569010	Recreational Supplies	\$20,000	\$20,000	\$1,648	\$0	\$18,352	\$20,000	\$0
569029	Athletic Supplies	\$130,000	\$130,000	\$17,676	\$58,794	\$53,530	\$130,000	\$0
<b>Subtotal Supplies/Materials</b>		<b>\$4,632,863</b>	<b>\$4,632,863</b>	<b>\$669,301</b>	<b>\$1,333,901</b>	<b>\$2,629,661</b>	<b>\$4,632,863</b>	<b>\$0</b>
<b>Property</b>								
575008	Furniture-Misc.	\$50,000	\$50,000	\$581	\$0	\$49,419	\$50,000	\$0
575200	Office Equipment	\$160,000	\$160,000	\$37,240	\$0	\$122,760	\$160,000	\$0
575408	Plant Equipment	\$40,000	\$40,000	\$0	\$0	\$40,000	\$40,000	\$0
<b>Subtotal Property</b>		<b>\$250,000</b>	<b>\$250,000</b>	<b>\$37,822</b>	<b>\$0</b>	<b>\$212,178</b>	<b>\$250,000</b>	<b>\$0</b>
<b>Other/Miscellaneous</b>								
589021	Mattatuck Museum	\$13,000	\$13,000	\$0	\$12,083	\$917	\$13,000	\$0
589034	Board of Ed Commissioners	\$20,700	\$20,700	\$5,175	\$0	\$15,525	\$20,700	\$0
589036	Emergency Fund	\$9,500	\$9,500	\$0	\$0	\$9,500	\$9,500	\$0
589201	Mileage	\$30,000	\$30,000	\$540	\$0	\$29,460	\$30,000	\$0
589205	Coaches Reimbursements	\$7,000	\$7,000	\$150	\$0	\$6,850	\$7,000	\$0
589900	Dues & Publications	\$60,000	\$60,000	\$45,623	\$4,233	\$10,144	\$60,000	\$0
591004	Athletic Revolving Fund	\$135,000	\$135,000	\$40,480	\$25,440	\$69,080	\$135,000	\$0
<b>Total Other/Miscellaneous</b>		<b>\$275,200</b>	<b>\$275,200</b>	<b>\$91,968</b>	<b>\$41,756</b>	<b>\$141,476</b>	<b>\$275,200</b>	<b>\$0</b>
<b>GRAND TOTAL OPERATING BUDGET</b>		<b>\$158,375,000</b>	<b>\$158,375,000</b>	<b>\$20,041,353</b>	<b>\$24,827,039</b>	<b>\$113,506,609</b>	<b>\$158,375,000</b>	<b>\$0</b>
<b>Other Additional Funding</b>								
	Alliance Non-Reform/Reform	\$15,932,468	\$15,932,468	\$1,851,656	\$0	\$14,080,812	\$15,932,468	\$0
	Alliance Increase from Budget Reductions	\$1,510,313	\$1,510,313	\$91,154	\$0	\$1,419,159	\$1,510,313	\$0
	GF Surplus 15-16	\$1,000,000	\$1,000,000	\$0	\$0	\$1,000,000	\$1,000,000	\$0
	GF Surplus 14-15	\$1,000,000	\$1,000,000	\$0	\$0	\$1,000,000	\$1,000,000	\$0
	GF Surplus 16-17	\$450,000	\$450,000	\$0	\$0	\$450,000	\$450,000	\$0
	Contingency Surplus	\$500,000	\$500,000	\$0	\$0	\$500,000	\$500,000	\$0
	City Non Lapsing Account	\$675,000	\$675,000	\$0	\$0	\$675,000	\$675,000	\$0
<b>Total Additional Funding</b>		<b>\$21,067,781</b>	<b>\$21,067,781</b>	<b>\$1,942,810</b>	<b>\$0</b>	<b>\$19,124,971</b>	<b>\$21,067,781</b>	<b>\$0</b>
<b>GRAND TOTAL ALL FUNDING</b>		<b>\$179,442,781</b>	<b>\$179,442,781</b>	<b>\$21,984,163</b>	<b>\$24,827,039</b>	<b>\$132,631,580</b>	<b>\$179,442,781</b>	<b>\$0</b>

## Allocations

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Allocations**

	(1) Alliance DG	(2) Priority SDG	(3) PSD - ESH	(4) PSD - SS	Total
LEA	\$29,403,470.00	\$2,003,524.00	\$319,492.00	\$370,473.00	\$32,096,959.00
Total	\$29,403,470.00	\$2,003,524.00	\$319,492.00	\$370,473.00	\$32,096,959.00



## Talent

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Focus Areas - Alliance District and Priority School District Grants

\* Please indicate if this focus area is part of the Alliance District/Priority School District plan:

- ☒ This focus area **IS** part of the Alliance District/Priority School District plan
- ☐ This focus area **IS NOT** part of the Alliance District/Priority School District plan

1. Alliance Districts may choose, but are not required, to pursue additional strategies to strengthen district and school talent systems. Place a check beside the district's 2019-20 talent-related reform priorities. Please note that PSDs must spend all of their PSD funding on allowable PSD reform areas which excludes spending under the Talent focus area.

☒ Recruitment and human capital pipelines

☒ Instructional coaching

☒ Hiring and placement processes

☒ District/school leadership development

☒ Professional learning

☒ Retention of top talent

☐ Evaluation

☐ Other

2. Identify a core set of no more than three strategies to advance the district's talent-related reform priorities (identified in 1). Following the sample below, summarize each district talent strategy using a number (eg. 1.1), a headline phrase, and a separate paragraph that provides a brief rationale for incorporating that strategy. Identify a S.M.A.R.T. goal (ie., specific, measurable, actionable, realistic, and time-bound) that is aligned to each strategy and is, at minimum, tied to district ESSA Milestone metrics. If Smarter Balanced scores are relevant to the strategy, this assessment must be used for goal-setting purposes. S.M.A.R.T. goals will be central to quarterly progress monitoring.

Talent Priorities:	Aligned SMART Goals:

**Sample: 1.1 Embedded Literacy Coaching** - District will staff one literacy coach in each of the elementary Turnaround and Focus schools. Coaches will work with the Chief Academic Officer and school principals to create and implement a four-week coaching cycle, ensuring that all teachers receive some form of coaching over the school year. Coaches will provide instructional coaching, professional development, model lessons, and co-taught lessons. All coaches will receive Foundational Literacy training in Fall 2019.

*Rationale: The addition of embedded coaches in each Turnaround and Focus elementary school in 2018-19 contributed to improvements in Tier 1 and SRBI supports, resulting in schoolwide improvements in district interim assessments in each school. The district has completed its professional development guide for the current year and will implement the first coaching cycle in September 2019.*

**Sample: 1.1** In alignment with ESSA goal targets, increase the District Performance Index (DPI) for English Language Arts (ELA) from 50.2 in 2017-18 to 54.1 in 2019-20. Under the Smarter Balanced Growth Model, improve the Average Percentage of Target Achieved for ELA from 42.9 in 2017-18 to 49.3 in 2019-20.

Note that 2018-19 ESSA-related results will not be available until Winter 2019, therefore 2017-18 scores should be used for baseline planning purposes.

1.1 Improve Instructional Leadership Effectiveness-The Chief Academic Officer and Assistant Superintendents will collaborate with colleagues to provide school leaders with differentiated job embedded professional development to meet their needs as identified by adult (CCL rubric, site visits) and student measures. Monthly focus walks with all administrators aligned to district and school priorities. Rationale: The Chief Academic Officer and Assistant Superintendents provide the guidance, support and leadership that will be imperative to successful implementation of district and school improvement goals aligned to core priorities in collaboration with school leaders.

1.1 The District Performance Index (DPI) for ELA will improve from 55.6 in 2019 to 58.4 in 2020. The average percentage of Growth Target Achieved in ELA will improve from 57.8% in 2019 to 59.8% in 2020. The DPI for Math will improve from 48.6 in 2019 to 53.4 in 2020. The average percentage of Growth Target Achieved in Math will improve from 53.8% in 2019 to 62.9% in 2020.

1.2 Improve Teacher Effectiveness-The Chief Academic Officer, Assistant Superintendents, Supervisor of Talent and Professional Development will collaborate with content supervisors and principals to provide professional development aligned to the district improvement plan. Coaching cycles will provide job-embedded professional learning for teachers to support instruction/intervention in Science, Mathematics and ELA. All administrators will commit to walkthroughs and feedback to monitor Return on Investment of PD. The Fine Arts Supervisor will be hired to improve the teaching and programming in Fine Arts for Waterbury Public Schools. By improving teacher effectiveness via professional learning, as well as improving the curricula, the Arts Index will be improved on the Next Generation Accountability Index. Rationale: The Chief Academic Officer, Assistant Superintendents, Talent Office and Content Supervisors recognize that teaching is the most vital resource in Waterbury. Therefore, coordinated efforts to systematically improve instruction is vital to improved student achievement and narrowing of gaps.

1.2 The District Performance Index (DPI) for ELA will improve from 55.6 in 2019 to 58.4 in 2020. The average percentage of Growth Target Achieved in ELA will improve from 57.8% in 2019 to 59.8% in 2020. The DPI for Math will improve from 48.6 in 2019 to 53.4 in 2020. The average percentage of Growth Target Achieved in Math will improve from 53.8% in 2019 to 62.9% in 2020.

1.3 Recruitment and Retention-The Chief Academic Officer, Supervisor of Talent and Professional Development, and Recruiter, in collaboration with colleagues, will participate in focused recruitment of minority teachers and building personal relationships, "grow our own" pipelines, partnering with higher education with a particular focus on specific HBCUs, collect data to evaluate program and establish a new teacher hiring process. Rationale: A talent strategy that not only recruits the highest quality staff, but also retains staff is vitally important to sustainable growth.

1.3 The District Performance Index (DPI) for ELA will improve from 55.6 in 2019 to 58.4 in 2020. The average percentage of Growth Target Achieved in ELA will improve from 57.8% in 2019 to 59.8% in 2020. The DPI for Math will improve from 48.6 in 2019 to 53.4 in 2020. The average percentage of Growth Target Achieved in Math will improve from 53.8% in 2019 to 62.9% in 2020.

## Academics

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Focus Areas - Alliance District and Priority School District Grants

\* Please indicate if this focus area is part of the Alliance District/Priority School District plan:

- ☒ This focus area **IS** part of the Alliance District/Priority School District plan
- ☐ This focus area **IS NOT** part of the Alliance District/Priority School District plan

1. Alliance Districts may choose, but are not required, to pursue additional strategies to strengthen district and school academic systems. Place a check beside the district's 2019-20 academic-related reform priorities. Please note that PSDs must spend all of their PSD funding on allowable PSD reform areas and at least 20 percent of PSD funds promoting early literacy.

<input checked="" type="checkbox"/> Common Core-aligned curriculum	<input checked="" type="checkbox"/> Full-day kindergarten
<input checked="" type="checkbox"/> Assessment systems	<input checked="" type="checkbox"/> Pre-Kindergarten
<input checked="" type="checkbox"/> Supports for special populations (eg., EL, SPED)	<input checked="" type="checkbox"/> Pre-K - Grade 3 literacy
<input checked="" type="checkbox"/> SRBI and academic interventions	<input checked="" type="checkbox"/> Instructional technology
<input checked="" type="checkbox"/> College and career access	<input type="checkbox"/> Alternative/transitional programs
<input type="checkbox"/> Other	

2. Identify a core set of no more than three strategies to advance the district's academic-related reform priorities (identified in 1). Following the sample below, summarize each district academic strategy using a number (eg. 2.1), a headline phrase, and a separate paragraph that provides a brief rationale for incorporating that strategy. Identify a S.M.A.R.T. goal (ie., specific, measurable, actionable, realistic, and time-bound) that is aligned to each strategy and is, at minimum, tied to district ESSA Milestone metrics. If Smarter Balanced scores are relevant to the strategy, this assessment must be used for goal-setting purposes. S.M.A.R.T. goals will be central to quarterly progress monitoring.

Academic Priorities:	Aligned SMART Goals:
<p><b>Sample: 2.1 Pre-K Grade 3 Literacy</b> - Academic interventionists will provide direct instruction and monitor student progress using research based interventions in reading. Staff will provide this support using the following tools: Leveled Literacy Intervention (LLI), Lexia Core 5 Reading, and Wilson Reading Foundations. Additionally, the district will offer a full day kindergarten program district-wide for all kindergarten students. As part of this program, and in alignment with the Reading Foundations Common Core State Standards, teachers will implement Foundations (Wilson Language), a structured, sequential and cumulative phonics/spelling program using multi-sensory teaching techniques.</p> <p><i>Rationale: All of the components of this strategy are grounded in clear research on foundational literacy skills and are supported by research outlined in the CSDE Evidence-Based Practice Guide for Reading. To become successful readers, young students require targeted and purposeful instruction in the core elements of literacy foundations with focused and explicit phonemic awareness instruction and systemic phonics instruction.</i></p>	<p><b>Sample: 2.1</b> In alignment with ESSA goal targets, increase the District Performance Index (DPI) for English Language Arts (ELA) from 50.2 in 2017-18 to 54.1 in 2019-20. Under the Smarter Balanced Growth Model, improve the Average Percentage of Target Achieved for ELA from 42.9 in 2017-18 to 49.3 in 2019-20.</p>
<p>For Opportunity Districts, if the priority is one of its three identified need areas supported by the CSDE cross-functional team, it would instead be identified in the example above as follows: "<b>2.1 CORE DISTRICT PRIORITY #1</b> (or #2 or #3) - <b>PreK Grade 3 Literacy</b>."</p> <p>...</p>	<p>Note that 2018-19 ESSA-related results will not be available until Winter 2019, therefore 2017-18 scores should be used for baseline planning purposes.</p>
<p>2.1 Improve Special Populations -The Chief Academic Officer, Early Childhood Special Education Supervisors and Bilingual Supervisors will collaborate with colleagues</p>	

and Bilingual Supervisor will collaborate with colleagues to provide professional learning opportunities for Bilingual/ESL Teachers, PK Teachers and PK Assistants to support the delivery of CCSS and ELDS aligned curriculum to EL students district-wide. The Chief Academic Officer, Early Childhood Education Supervisor, Early Childhood Special Education Supervisors and School Readiness Council will work in collaboration leveraging Quality Enhancement and Alliance funds to improve PK curriculum. Bilingual/ESL/TESOL teachers, under the supervision of the supervisor, will collaborate during the designated professional days on curriculum adoption and embedding technology skills due to the new online assessment platforms. Academic Academy staff will support Gifted and Talented students who are identified and opt into the Academy program. Rationale: Data consistently shows that approximately 30% of students, via the Kindergarten inventory, are still not fully prepared to take on the rigors of the K-12 education and scoring in the lowest performance level. The PK curriculum is over a decade old and needs to be completely aligned to the ELDS. Also, even though our EL population outpaced the state average in growth on the Smarter Balanced, there remains an achievement gap for our students compared to the local and state peers. There has never been a fully aligned curriculum that crosses over to the EL/Bilingual/TESOL population. The adoption of these programs that assist in the curriculum alignment is essential. Thus, professional learning on core Tier 1 material aligned to the CT Core Standards will be the focus for the 2019-2020 school year. Assigned staff will focus on the effective implementation of the new curriculum via IDTs, professional learning walkthroughs, principal meetings and coaching cycles.

2.1 The District Performance Index (DPI) for ELA will improve from 55.6 in 2019 to 58.4 in 2020. The average percentage of Growth Target Achieved in ELA will improve from 57.8% in 2019 to 59.8% in 2020. The average percentage of Target Achieved in Oral ELP on LAS Links will improve from 44.5% 2019 to 73.6% in 2020. The Average percentage of Target Achieved in Literacy ELP on LAS Links will improve from 50.5% in 2019 to 64.7% in 2020.



2.2 Core District Priority Improve English Language Arts Outcomes for PK-12th grade students - A focus on the implementation of the new curriculum (StudySync in grades 6-8 and Springboard 9-12) at the campus level that includes continuous professional learning series and ongoing feedback loops for administrators and teachers that improves standards based tier one instruction. A secondary ELA Supervisor will supervise implementation and fidelity of the curriculum/programming for grades 6-12. Literacy Facilitators (9 Schools), Reading Teachers (15 schools), PK Teachers, PK Assistants, Elementary English Language Arts Supervisor and the Chief Academic Officer will ensure: curriculum writing and adoption, tiered services are implemented with fidelity, job-embedded and district professional development is effective via coaching cycles and Instructional Data Teams are focused on student learning and implementation of best practices. PK staff will work with consultants and relevant supervisors to begin a curriculum management cycle. Literacy Facilitators, Reading Teachers and the Elementary and Secondary English Language Arts Supervisor will be adopting CT Core aligned materials in grades K-12 and embedding those materials in a curriculum management cycle. The Social Studies Supervisor will ensure Social Studies teachers provide authentic application of English Language Arts skills aligned to the Connecticut Core Standards, with a focus on implementing new curriculum in grades 6-8 and writing/adopting a new curriculum for grades 9-12. Rationale: Data consistently shows a flat trend in ELA scores on the Smarter Balanced Assessment and a decrease in SAT ELA scores. The curriculum writers are essential to deliver a high quality, valid, reliable curriculum for all students in Waterbury.

2.2 The District Performance Index (DPI) for ELA will improve from 55.6 in 2019 to 58.4 in 2020. The average percentage of Growth Target Achieved in ELA will improve from 57.8% in 2019 to 59.8% in 2020.



2.3 Core District Priority Improve Math and Science Outcomes. A focus on the implementation of the new curriculum (Springboard in grades 9-12) at the campus level that includes continuous professional learning series and ongoing feedback loops for administrators and teachers that improves standards based tier one instruction. PK-12th grade students-Math Supervisor, Math Coaches, PK teachers, PK Assistants and WCA STEM program will ensure: curriculum writing and adoption continues, tiered services are implemented with fidelity, job-embedded and district professional development is effective via coaching cycles and IDTs are focused on student learning (Music, Library/Media and Art teachers). A mathematics curriculum will be developed and supported via resources for grades 6-8 under the supervision of the secondary mathematics supervisor. The Career and Technical Education Supervisor will ensure Tech Ed teachers will provide authentic application of Mathematics and Science skills through career/technical coursework and will create career pathways in STEM aligned to local workforce trends. Rationale: Tier 1 curriculum and instruction, as well as meaningful scheduling, are the priority for improvement. Current data trends reveal that DPI and growth data are not meeting current ESSA targets.

2.3 The DPI for Math will improve from 48.6 in 2019 to 53.4 in 2020. The average percentage of Growth Target Achieved in Math will improve from 53.8% in 2019 to 62.9% in 2020.

## Climate

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Focus Areas - Alliance District and Priority School District Grants

\* Please indicate if this focus area is part of the Alliance District/Priority School District plan:

- ☒ This focus area **IS** part of the Alliance District/Priority School District plan
- ☐ This focus area **IS NOT** part of the Alliance District/Priority School District plan

1. Alliance Districts may choose, but are not required, to pursue additional strategies to strengthen district and school climate systems. Place a check beside the district's 2019-20 climate-related reform priorities. Please note that PSDs must spend all of their PSD funding on allowable PSD reform areas.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Attendance/Chronic absenteeism | <input checked="" type="checkbox"/> Graduation/dropout prevention/on-track for graduation |
| <input checked="" type="checkbox"/> Suspension rate                | <input checked="" type="checkbox"/> Family engagement                                     |
| <input checked="" type="checkbox"/> Wraparound services            | <input type="checkbox"/> Other  |

2. Identify a core set of no more than three strategies to advance the district's climate-related reform priorities (identified in 1). Following the sample below, summarize each district climate strategy using a number (eg. 3.1), a headline phrase, and a separate paragraph that provides a brief rationale for incorporating that strategy. Identify a S.M.A.R.T. goal (ie., specific, measurable, actionable, realistic, and time-bound) that is aligned to each strategy and is, at minimum, tied to district ESSA Milestone metrics. If Smarter Balanced scores are relevant to the strategy, this assessment must be used for goal-setting purposes. S.M.A.R.T. goals will be central to quarterly progress monitoring.

Climate Priorities:	Aligned SMART Goals:

**Sample: 3.1 CORE DISTRICT PRIORITY 3- Chronic Absenteeism/Attendance:** - Through the creation of a cross-functional District Attendance Team, the district will support schools in reducing chronic absenteeism by providing and hiring additional support staff and an external partner (e.g. Attendance Words) to develop and execute strategies to reduce absenteeism by recognizing good and improved attendance; engaging students and parents to determine root causes for attendance issues; monitoring attendance data and practice; and providing personalized early outreach. By using a tiered system of supports aligned to student/family needs, we will be able to increase student attendance, decrease chronic absenteeism and promote positive home-school partnerships. Each district and school attendance team meeting will include a review of bi-weekly chronic absenteeism data as a review of the effectiveness of tier I and II attendance interventions.

**Rationale:** Regular school attendance promotes academic, social, emotional, and behavioral success. Students who are chronically absent are at greater risk for lower achievement, engaging in risky behaviors, and potential for becoming off-track for graduation. A district level attendance team meeting will ensure consistent practices across the district, where schools can learn and implement successful strategies from those schools whose data shows a consistent decrease in chronic absenteeism rates over the last several years.

**Sample: 3.1** In alignment with ESSA goal targets, increase the District Performance Index (DPI) for English Language Arts (ELA) from 50.2 in 2017-18 to 54.1 in 2019-20. Under the Smarter Balanced Growth Model, improve the Average Percentage of Target Achieved for ELA from 42.9 in 2017-18 to 49.3 in 2019-20.

Note that 2018-19 ESSA-related results will not be available until Winter 2019, therefore 2017-18 scores should be used for baseline planning purposes.

3.1 Promote a Positive and Safe School climate (PSD)-The Assistant Superintendent of Student Support Services, Social Workers, Coordinator of Security and School Safety, Behavior Technicians, In-School Suspension Monitors, Hall Monitors, Guidance Counselors and Prevention Specialists will collaborate with colleagues to provide a restorative climate for each building. Rationale: The district continues to support restorative practices and is aiming to reduce disparities in discipline data across the district. There is a need for a systematic approach to social emotional learning to reduce outside suspensions and disparity in discipline data. The district will develop a systems approach to measure effectiveness and indicators of success that integrates the restorative practices and social emotional learning work.

3.1 Reduce Chronic Absenteeism from 15.6% in the 2018-2019 school year to 13.5% in the 2019-2020 school year.

3.2 Core District Priority Reduce Chronic Absenteeism (PSD)-A focus on the implementation of student support team meetings at the secondary level to identify students falling within early warning indicators by discussing student progress, analyzing collected data, and the impact to reduce chronic absenteeism. Also, the district will participate in CSDE opportunities for district leaders and staff to better understand and develop systems to reduce chronic absenteeism. Every school will conduct bi-weekly Chronic Absenteeism Meetings under the guidance of the Assistant Superintendents utilizing the framework from Attendance Works. Rationale: The district continues to have an elevated chronic absenteeism rate and utilizing a systemic approach to improvement that identifies and intervenes at the individual student level will reduce the rate of students missing school.

3.2 Reduce Chronic Absenteeism from 15.6% in the 2018-2019 school year to 13.5% in the 2019-2020 school year.

3.3 Drop-Out Prevention (PSD)-The Assistant Superintendent of Student Support Services and the Assistant Superintendent of Secondary Schools will improve graduation rates by providing School Counselors, Social Workers, Prevention Specialists, Truancy Specialists, Behavior Technicians, Hall Monitors, and Parent Liaisons (and other colleagues) with strategies for engagement at the secondary level. The Assistant Superintendent of Student Support Services will work closely with school counselors to address credits, credit recovery, SSP and course alignment and continuum as well as building up transition planning from middle school to high school. Rationale: A coordinated effort to provide multiple pathways to graduation and working with families will decrease dropout rates. Graduation rates are directly related to ESSA targets, and although graduation rates have been rising steadily, the expectations of graduates needs to rise as well.

3.3 Increase the four year graduation rate from 76.7% in 2018-2019 (2017-2018 cohort) to 78.1% in 2019-2020 (2018-2019 cohort).

## Operations

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Focus Areas - Alliance District and Priority School District Grants

\* Please indicate if this focus area is part of the Alliance District/Priority School District plan:

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- ☐ This focus area **IS NOT** part of the Alliance District/Priority School District plan

1. Alliance Districts may choose, but are not required, to pursue additional strategies to strengthen district and school operations systems. Place a check beside the district's 2019-20 operations-related reform priorities. Please note that PSDs must spend all of their PSD funding on allowable PSD reform areas.

☒ Budgeting and financial management

☒ Student enrollment processes

☒ School operations

☒ Extended learning time

☒ Technology integration

☐ Other

2. Identify a core set of no more than three strategies to advance the district's operations-related reform priorities (identified in 1). Following the sample below, summarize each district operations strategy using a number (eg. 4.1), a headline phrase, and a separate paragraph that provides a brief rationale for incorporating that strategy. Identify a S.M.A.R.T. goal (ie., specific, measurable, actionable, realistic, and time-bound) that is aligned to each strategy and is, at minimum, tied to district ESSA Milestone metrics. If Smarter Balanced scores are relevant to the strategy, this assessment must be used for goal-setting purposes. S.M.A.R.T. goals will be central to quarterly progress monitoring.

Operations Priorities:	Aligned SMART Goals:

**Sample: 4.1 Extended Learning Time:** -The district will support an extended school day to students in grades 1-5. This program will serve approximately 150 students and offer Science and Math instruction and Co-Curricular Enrichment activities to raise present levels of academic performance for elementary level students. Program provides students an opportunity to receive additional instruction from certified teachers from 3-5 days a week. Program includes extensive experiential learning through project-based activities aligned with math and science standards, but also utilizes the "close reading" methodology as part of the non-fiction reading necessary for the preparation for each activity..

*Rationale: Increasing learning time is a key lever in meeting performance targets for students across the district. The district has made significant investments in the expansion of learning time to include extended day and extended year. In order to increase performance on math and science, the district has implemented a STEAM focus extended day program across grades 1-5. Staff use science and math content to also advance literacy for participating extended day programs.*

**Sample: 4.1** In alignment with ESSA goal targets, increase the District Performance Index (DPI) for English Language Arts (ELA) from 50.2 in 2017-18 to 54.1 in 2019-20. Under the Smarter Balanced Growth Model, improve the Average Percentage of Target Achieved for ELA from 42.9 in 2017-18 to 49.3 in 2019-20.

Note that 2018-19 ESSA-related results will not be available until Winter 2019, therefore 2017-18 scores should be used for baseline planning purposes.



4.1 Student Management System PowerSchool-The Student Information System that combines the four disparate systems that were in use. System will be used to generate improved dashboard reports specifically in student discipline and chronic absenteeism for the 2019-20 school year. Additional modules for nurses and 504s will be added. Rationale: The management system provides the district with a tool to house vast amounts of data and create dashboards for leaders and teachers to identify key data points aligned to district priorities.

4.2 Extended School Hours (ESH) (PSD)-Each school will implement an after school program focused on math and science and enrichment with highly qualified teachers. In addition, each school will provide a rigorous Summer Extended School Hours program for all students who qualify, based on mCLASS reading assessments. Rationale: The after school programming not only provides students with additional time focusing in core subject areas, it allows for enrichment. Both are proven to be beneficial for student achievement.

4.1 Reduce Chronic Absenteeism from 15.6% in the 2018-2019 school year to 13.5% in the 2019-2020 school year.

4.2 The average percentage of Growth Target Achieved in ELA will improve from 57.8% in 2019 to 59.8% in 2020. The average percentage of Growth Target Achieved in Math will improve from 53.8% in 2019 to 62.9% in 2020. Reduce Chronic Absenteeism from 15.6% in the 2018-2019 school year to 13.5% in the 2019-2020 school year.



**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant**

**USE OF ALLIANCE DISTRICT FUNDS:**

Under Connecticut General Statute Section 10-262u(d), the following focus areas for spending are defined for Alliance District funds that may include, but not be limited to the following:

1. A tiered system of interventions.
2. Foundational reading programs (Grades K-3).
3. Additional learning time, either extended day or extended year.
4. A talent strategy designed to "attract, retain, promote and bolster the performance of staff," including allowable \$500 stipends for mentor teachers in the TEAM program.
5. Training for school leaders and staff on new teacher evaluation models.
6. Coordination with early childhood education providers, including funding for Head Start.
7. Coordination with governmental and community programs for student support and Wraparound Services.
8. Implementing and furthering statewide education standards and associated activities and initiatives.
9. Minority teacher/administrator recruiting.
10. Enhancement of bilingual education programs.

Alliance District Grant Budget

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant**

<b>Object</b>	<b>Total</b>
100 - Personal Services > Salaries	\$25,425,428.00
200 - Personal Services > Employee Benefits	\$1,765,470.00
300 - Purchased Professional and Technical Services	\$188,000.00
400 - Purchased Property Services	\$0.00
500 - Other Purchased Services	\$408,111.00
600 - Supplies	\$1,491,461.00
700 - Property	\$125,000.00
800 - Debt Service and Miscellaneous	\$0.00
917 - Indirect Costs	\$0.00
<b>Total</b>	\$29,403,470.00
<b>Allocation</b>	\$29,403,470.00
<b>Remaining</b>	\$0.00

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

100 - Personal Services > Salaries - \$25,425,428.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	100 - Personal Services > Salaries	Waterbury Career Academy 69 Positions (3-Administrators, 54-Teachers, 3-Clerical, 6-Maintainers, 1-Hall Monitor, 1-Classroom Aide, 1-Network Specialists)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3 Climate Goal 3.3 Non-reform	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$4,260,445.00	
<b>Line Item Total:</b>	\$4,260,445.00	
<b>Object:</b>	100 - Personal Services > Salaries	Bilingual Teachers 53 Full Time positions (7-Bucks Hill, 6-Hopeville, 8-Chase, 2-Reed, 4-Crosby, 4-North End, 4-Wallace, 3-West Side, 2-Kennedy, Driggs, Generali, Gilmartin, Bunker Hill, Kingsbury, Tinker, Carrington, Walsh, Duggan, Sprague, Wilby, WAMS, New position)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	

<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$3,713,846.00	
<b>Line Item Total:</b>	\$3,713,846.00	
<b>Object:</b>	100 - Personal Services > Salaries	<p>Wilby Teachers  46 Full Time Positions (10- Social Studies, 9-English, 8-Math, 6-Biology, 5-Business, 2-Chemistry, 2-Italian, 2-Spanish, Physics, General Science)</p>
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>		
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$3,098,834.00	
<b>Line Item Total:</b>	\$3,098,834.00	
<b>Object:</b>	100 - Personal Services > Salaries	<p>Guidance Counselors  28 Full Time Positions (5-Wilby, 5-Kennedy, 3-WAMS, 3-North End, 3-West Side, 2-WCA, 2-Wallace, Bucks Hill, Enlightenment, Reed, split Reed/Duggan, split Carrington/Gilmartin)</p>
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,956,774.00	

<b>Line Item Total:</b>	\$1,956,774.00	
<b>Object:</b>	100 - Personal Services > Salaries	Tech Ed Teachers 23 Full Time Positions (6-Crosby, 6-Kennedy, 4-Wilby, 2-West Side, 2-WAMS, Gilmartin, North End, Wallace)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,619,836.00	
<b>Line Item Total:</b>	\$1,619,836.00	
<b>Object:</b>	100 - Personal Services > Salaries	Library Media Specialists 22 Full Time Positions (Bucks Hill, Driggs, Hopeville, Generali, Chase, Gilmartin, Bunker Hill, Kingsbury, Tinker, Carrington, Wilby, Walsh, Duggan, Sprague, Wallace, West Side, WAMS, Kennedy, Rotella, W. Cross, Wilson, split Regan/Washington)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3 Non-reform	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,584,239.00	

<b>Line Item Total:</b>	\$1,584,239.00	
<b>Object:</b>	100 - Personal Services > Salaries	<p>TESOL 17 Full Time Positions (2-Wilby, 2-West Side, 2-Hopeville, State Street, Sprague, Crosby, Kennedy, Washington, Bucks Hill, W. Cross, Walsh, Generali, Wilson, Regan)</p>
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,243,402.00	
<b>Line Item Total:</b>	\$1,243,402.00	
<b>Object:</b>	100 - Personal Services > Salaries	<p>Reading Teachers 14 Full Time Positions (6-West Side, 6-Wallace, 2-North End)</p>
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$923,023.00	
<b>Line Item Total:</b>	\$923,023.00	
<b>Object:</b>	100 - Personal Services >	Literacy Facilitators

	Salaries	11 Full Time Positions (Tinker, Walsh, Gilmartin, Hopeville, Kingsbury, Generali, Reed, North End, Chase, Wilson, Bunker Hill)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$797,707.00	
<b>Line Item Total:</b>	\$797,707.00	
<b>Object:</b>	100 - Personal Services > Salaries	Social Workers 13 Full Time Positons (2-North End, 2-Wallace, Rotella, Walsh, Hopeville, Bucks Hill, Duggan, West Side, Bucks Hill Pre K, split Driggs/W. Cross, split State Street/Enlightenment)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1 Climate Goal 3.2 Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$782,127.00	
<b>Line Item Total:</b>	\$782,127.00	
<b>Object:</b>	100 - Personal Services > Salaries	Academic Academy Program

<b>Purpose:</b>	01 - Public School Activities	11 Full Time Position - (1-Supervisor, 10-Teachers) (Wallace)
<b>Focus Area:</b>		
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$718,728.00	
<b>Line Item Total:</b>	\$718,728.00	
<b>Object:</b>	100 - Personal Services > Salaries	Art/Music Teachers 11 Full Time Positions (2-Crosby, 2-Reed, Sprague, Maloney, Carrington, State Street, Enlightenment, Duggan, West Side)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$716,245.00	
<b>Line Item Total:</b>	\$716,245.00	
<b>Object:</b>	100 - Personal Services > Salaries	Crosby Teachers 9 Full Time Positions (5-Guidance, TAG, 2-Science, Librarian)
<b>Purpose:</b>	01 - Public School Activities	



<b>Focus Area:</b>	Academics Goal 2.1 Academics Goal 2.2 Academics Goal 2.3 Climate Goal 3.1 Climate Goal 3.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$629,220.00	
<b>Line Item Total:</b>	\$629,220.00	
<b>Object:</b>	100 - Personal Services > Salaries	Assistant Superintendents 3 Full Time Posiions - 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.1 Talent - Goal 1.2 Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$453,552.00	
<b>Line Item</b>	\$453,552.00	

<b>Total:</b>		
<b>Object:</b>	100 - Personal Services > Salaries	Content Supervisors 3.5 Full Time Positions - 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	<div>Talent - Goal 1.1</div> <div>Talent - Goal 1.2</div> <div>Academics Goal 2.1</div> <div>Academics Goal 2.2</div> <div>Academics Goal 2.3</div> <div>Non-reform</div>	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$434,553.00	
<b>Line Item Total:</b>	\$434,553.00	
<b>Object:</b>	100 - Personal Services > Salaries	Wallace Teachers 4 Full Time Positions (Science, Spanish, 2-Social Studies)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>		
<b>LEA / School:</b>	Waterbury School District (151-000)	

<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$291,447.00	
<b>Line Item Total:</b>	\$291,447.00	
<b>Object:</b>	100 - Personal Services > Salaries	New Supervisor Positions 4 Full Time (Fine Arts, Social Studies, ELA Secondary, Career Technical Education) 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>		
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$287,245.00	
<b>Line Item Total:</b>	\$287,245.00	
<b>Object:</b>	100 - Personal Services > Salaries	Walsh Teachers 4 Full Time Positions (2-Elementary, Science, Reading)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>		

	\$261,205.00	
<b>Line Item Total:</b>	\$261,205.00	
<b>Object:</b>	100 - Personal Services > Salaries	2 Early Childhood Special Ed Supervisors (Preschool)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$230,170.00	
<b>Line Item Total:</b>	\$230,170.00	
<b>Object:</b>	100 - Personal Services > Salaries	Teacher Prep Time 11 Substitutes @ \$20,000
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$220,000.00	
<b>Line Item</b>		

<b>Total:</b>	\$220,000.00	
<b>Object:</b>	100 - Personal Services > Salaries	Math Coach 2.5 Full Time Positions - 2 that serve West Side & Wallace (Focus Schools) (1 split 50% Title 1 @ Bunker Hill)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$171,774.00	
<b>Line Item Total:</b>	\$171,774.00	
<b>Object:</b>	100 - Personal Services > Salaries	Chief Academic Officer 1 Full Time Position - 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.1 Talent - Goal 1.2 Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$160,000.00	
<b>Line Item</b>	\$160,000.00	

<b>Total:</b>		
<b>Object:</b>	100 - Personal Services > Salaries	Math Supervisor 1 Full Time Position - 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$120,793.00	
<b>Line Item Total:</b>	\$120,793.00	
<b>Object:</b>	100 - Personal Services > Salaries	Crosby Administrator 1 Full Time Position - 12 months
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$113,425.00	
<b>Line Item Total:</b>	\$113,425.00	
<b>Object:</b>	100 - Personal Services > Salaries	Supervisor of Talent & Professional Development 1 Full Time Position - 12 months (Central Office)

<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	<div>Talent - Goal 1.2</div> <div>Talent - Goal 1.3</div>	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$112,315.00	
<b>Line Item Total:</b>	\$112,315.00	
<b>Object:</b>	100 - Personal Services > Salaries	Technology and Database Integration Specialist
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	<div>Academics Goal 2.1</div> <div>Academics Goal 2.2</div> <div>Academics Goal 2.3</div> <div>Operations Goal 4.1</div>	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$85,000.00	
<b>Line Item Total:</b>	\$85,000.00	

<b>Object:</b>	100 - Personal Services > Salaries	PreK Certified Teachers 1 Full Time PreK Teacher (WCA)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	<div>Academics Goal 2.1</div> <div>Academics Goal 2.2</div> <div>Academics Goal 2.3</div>	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$84,208.00	
<b>Line Item Total:</b>	\$84,208.00	
<b>Object:</b>	100 - Personal Services > Salaries	Behavior Techs (Counselors) 2 Full Time Positions (State Street & Enlightenment)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	<div>Climate Goal 3.1</div> <div>Climate Goal 3.2</div>	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$80,002.00	
<b>Line Item Total:</b>	\$80,002.00	



<b>Object:</b>	100 - Personal Services > Salaries	Coordinator of Security & School Safety 1 Full Time Position - 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$78,021.00	
<b>Line Item Total:</b>	\$78,021.00	
<b>Object:</b>	100 - Personal Services > Salaries	Assistant Talent Recruiter 1 Full Time Position - 12 months (Central Office)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$42,006.00	
<b>Line Item Total:</b>	\$42,006.00	
<b>Object:</b>	100 - Personal Services > Salaries	WCA STEM Part Time support staff after school @ \$33/hr for teachers & \$38/hr for administrators
<b>Purpose:</b>	01 - Public School Activities	

<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$33,428.00	
<b>Line Item Total:</b>	\$33,428.00	
<b>Object:</b>	100 - Personal Services > Salaries	Hall Monitors 2 Part Time Substitutes @ \$90/day x 182 days (Wilby, Kennedy)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1 Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$32,760.00	ELA Coach .5 Full Time Positions (split 50% Title I) (West Side)
<b>Line Item Total:</b>	\$32,760.00	
<b>Object:</b>	100 - Personal Services > Salaries	
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	

<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$27,500.00	
<b>Line Item Total:</b>	\$27,500.00	
<b>Object:</b>	100 - Personal Services > Salaries	Teaching Assistant PreK 1 Part Time PreK assistant position - 10 months (WCA)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1 Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$25,218.00	
<b>Line Item Total:</b>	\$25,218.00	
<b>Object:</b>	100 - Personal Services > Salaries	
<b>Purpose:</b>	01 - Public School Activities	Online Learning/Digital Curriculum Part Time Substitutes after school
<b>Focus Area:</b>	Climate Goal 3.3	
<b>LEA /</b>	Waterbury School District (151-	

<b>School:</b>	000)		
<b>Quantity:</b>	1.00		
<b>Cost:</b>	\$20,000.00		
<b>Line Item Total:</b>	\$20,000.00		
<b>Object:</b>	100 - Personal Services > Salaries	In-School Suspension Monitor 1 Part Time monitor @ \$90/day x 182 days (Reed)	
<b>Purpose:</b>	01 - Public School Activities		
<b>Focus Area:</b>	Climate Goal 3.1		
<b>LEA / School:</b>	Waterbury School District (151-000)		
<b>Quantity:</b>	1.00		
<b>Cost:</b>	\$16,380.00		
<b>Line Item Total:</b>	\$16,380.00		
<b>Total for 100 - Personal Services &gt; Salaries:</b>			\$25,425,428.00
<b>Total for all other Objects:</b>			\$3,978,042.00
<b>Total for all Objects:</b>			\$29,403,470.00
<b>Allocation:</b>			\$29,403,470.00
<b>Remaining:</b>			\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

200 - Personal Services > Employee Benefits - \$1,765,470.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	200 - Personal Services > Employee Benefits	Literacy Facilitators 11 Full Time Positions - 10 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$372,050.00	
<b>Line Item Total:</b>	\$372,050.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Social Workers 13 Full Time Positions - 10 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1 Climate Goal 3.2 Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	

<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$364,784.00	
<b>Line Item Total:</b>	\$364,784.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Art/Music Teachers 11 Full Time Positions -10 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$334,057.00	
<b>Line Item Total:</b>	\$334,057.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Assistant Superintendents 3 Full Time Position - 12 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.1 Talent - Goal 1.2 Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	

<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$211,537.00	
<b>Line Item Total:</b>	\$211,537.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Math Coach 2.5 Full Time Positions - 10 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$80,115.00	
<b>Line Item Total:</b>	\$80,115.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Chief Academic Officer 1 Full Time Position - 12 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.1 Talent - Goal 1.2 Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	

<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$74,624.00	
<b>Line Item Total:</b>	\$74,624.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Early Childhood Special Ed Supervisor 1 Full Time Position (Preschool) @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$58,678.00	
<b>Line Item Total:</b>	\$58,678.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	Math Supervisor 1 Full Time Position - 12 months @ 46.64%
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$56,338.00	



<b>Line Item Total:</b>	\$56,338.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Supervisor of Talent & Professional Development 1 Full Time Position - 12 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.2 Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$52,384.00	
<b>Line Item Total:</b>	\$52,384.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Behavior Techs (Counselors) 2 Full Time Positions - 10 months @ 54.29%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1 Climate Goal 3.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$43,433.00	
<b>Line Item</b>	\$43,433.00	

<b>Total:</b>		
<b>Object:</b>	200 - Personal Services > Employee Benefits	Technology and Data Integration Specialist at 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1 Academics Goal 2.2 Academics Goal 2.3 Operations Goal 4.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$39,644.00	
<b>Line Item Total:</b>	\$39,644.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	PreK Certified Teachers 1 Full Time Position - 10 months @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1 Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	

<b>Cost:</b>	\$39,275.00	
<b>Line Item Total:</b>	\$39,275.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	Assistant Talent Recruiter 1 Full Time Position - 12 months @ 54.29%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$22,805.00	
<b>Line Item Total:</b>	\$22,805.00	
<b>Object:</b>	200 - Personal Services > Employee Benefits	ELA Coach .5 Full Time Position (split 50% Title I) @ 46.64%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$12,826.00	
<b>Line Item</b>	\$12,826.00	

<b>Total:</b>		
<b>Object:</b>	200 - Personal Services > Employee Benefits	Teaching Assistants PreK 1 Part Time Position - 10 months @ 11.58%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1 Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$2,920.00	
<b>Line Item Total:</b>	\$2,920.00	
<b>Total for 200 - Personal Services &gt; Employee Benefits:</b>		\$1,765,470.00
<b>Total for all other Objects:</b>		\$27,638,000.00
<b>Total for all Objects:</b>		\$29,403,470.00
<b>Allocation:</b>		\$29,403,470.00
<b>Remaining:</b>		\$0.00

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

300 - Purchased Professional and Technical Services - \$188,000.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	300 - Purchased Professional and Technical Services	Naugatuck Valley Community College (NVCC) Partnership NVCC Dual Articulation courses WCA School
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$80,000.00	
<b>Line Item Total:</b>	\$80,000.00	
<b>Object:</b>	300 - Purchased Professional and Technical Services	Strategic Operating Plan
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.1 Talent - Goal 1.2 Talent - Goal 1.3 Academics Goal 2.1	

	Academics Goal 2.2 Academics Goal 2.3 Climate Goal 3.1 Climate Goal 3.2 Climate Goal 3.3 Operations Goal 4.1 Operations Goal 4.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$40,000.00	
<b>Line Item Total:</b>	\$40,000.00	
<b>Object:</b>	300 - Purchased Professional and Technical Services	NISL Professional Development Leadership Training
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.1 Talent - Goal 1.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$36,000.00	

<b>Line Item Total:</b>	\$36,000.00	
<b>Object:</b>	300 - Purchased Professional and Technical Services	Minority Recruitment & Retention Recruitment and Retainment Budget activities
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$32,000.00	
<b>Line Item Total:</b>	\$32,000.00	
<b>Total for 300 - Purchased Professional and Technical Services:</b>		\$188,000.00
<b>Total for all other Objects:</b>		\$29,215,470.00
<b>Total for all Objects:</b>		\$29,403,470.00
<b>Allocation:</b>		\$29,403,470.00
<b>Remaining:</b>		\$0.00

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

500 - Other Purchased Services - \$408,111.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	500 - Other Purchased Services	Student Management System Manage student systems for a more coherent and aligned approach to operations
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Operations Goal 4.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$265,927.00	
<b>Line Item Total:</b>	\$265,927.00	
<b>Object:</b>	500 - Other Purchased Services	M Class 3D Assessment M Class Elementary Reading 3D Software, Platform and Tools for student subscriptions
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$104,184.00	



<b>Line Item Total:</b>	\$104,184.00	
<b>Object:</b>	500 - Other Purchased Services	WCA STEM Busing Busing for WCA Stem program
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$38,000.00	
<b>Line Item Total:</b>	\$38,000.00	
<b>Total for 500 - Other Purchased Services:</b>		\$408,111.00
<b>Total for all other Objects:</b>		\$28,995,359.00
<b>Total for all Objects:</b>		\$29,403,470.00
<b>Allocation:</b>		\$29,403,470.00
<b>Remaining:</b>		\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

600 - Supplies - \$1,491,461.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	600 - Supplies	New Middle School Math Curriculum teacher and student materials and supplies aligned to CCS.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$300,000.00	
<b>Line Item Total:</b>	\$300,000.00	
<b>Object:</b>	600 - Supplies	High School SpringBoard ELA and Math program teacher and student materials
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1	
	Academics Goal 2.2	
	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	

<b>Cost:</b>	\$275,000.00	
<b>Line Item Total:</b>	\$275,000.00	
<b>Object:</b>	600 - Supplies	Fine Arts curriculum with teacher and student materials aligned to national standards and CCS.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Talent - Goal 1.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$150,000.00	
<b>Line Item Total:</b>	\$150,000.00	
<b>Object:</b>	600 - Supplies	Materials and supplies to align with new Career Pathways
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$150,000.00	
<b>Line Item Total:</b>	\$150,000.00	World Languages Curriculum Updates
<b>Object:</b>	600 - Supplies	

<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$150,000.00	
<b>Line Item Total:</b>	\$150,000.00	
<b>Object:</b>	600 - Supplies	ELA Curriculum Textbooks/Supplies Leveled reading books & other resources for all curriculum
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.1 Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$150,000.00	
<b>Line Item Total:</b>	\$150,000.00	
<b>Object:</b>	600 - Supplies	Online Learning/Digital Curriculum - Edgenuity 1 year online system - Online learning (regular and extended school day use)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus</b>	Climate Goal 3.3	

<b>Area:</b>		
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$121,500.00	
<b>Line Item Total:</b>	\$121,500.00	
<b>Object:</b>	600 - Supplies	College Readiness System Solutions SAT testing materials & scoring
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2 Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$106,824.00	Math Resources Math Tier II Kits (iReady)
<b>Line Item Total:</b>	\$106,824.00	
<b>Object:</b>	600 - Supplies	
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	

<b>Quantity:</b>	1.00		
<b>Cost:</b>	\$88,137.00		
<b>Line Item Total:</b>	\$88,137.00		
		<b>Total for 600 - Supplies:</b>	\$1,491,461.00
		<b>Total for all other Objects:</b>	\$27,912,009.00
		<b>Total for all Objects:</b>	\$29,403,470.00
		<b>Allocation:</b>	\$29,403,470.00
		<b>Remaining:</b>	\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

700 - Property - \$125,000.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	700 - Property	Upgrades to Wilby High School learning environment
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1	
	Climate Goal 3.2	
	Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$125,000.00	
<b>Line Item Total:</b>	\$125,000.00	
<b>Total for 700 - Property:</b>		\$125,000.00
<b>Total for all other Objects:</b>		\$29,278,470.00
<b>Total for all Objects:</b>		\$29,403,470.00
<b>Allocation:</b>		\$29,403,470.00
<b>Remaining:</b>		\$0.00

# Alliance District Grant Budget Overview

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant

Filter by Location: All - \$29,403,470.00 ▼

Purpose	01 - Public School Activities	Total
Object		
100 - Personal Services > Salaries	25,425,428.00	25,425,428.00
200 - Personal Services > Employee Benefits	1,765,470.00	1,765,470.00
300 - Purchased Professional and Technical Services	188,000.00	188,000.00
500 - Other Purchased Services	408,111.00	408,111.00
600 - Supplies	1,491,461.00	1,491,461.00
700 - Property	125,000.00	125,000.00
Total	29,403,470.00	29,403,470.00
	Allocation	29,403,470.00
	Remaining	0.00



## Related Documents

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Alliance District Grant**

### Required Documents

This page is currently not accepting Related Documents.

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant**

**USE OF PRIORITY SCHOOL DISTRICT FUNDS:**

Connecticut General Statute Section 10-266q(b) defines that Priority School District funds shall be used for any of the following:

1. Development or expansion of scientifically-based reading research and instruction.
2. Numeracy instruction.
3. Support to chronically absent students.
4. Programs or activities related to dropout prevention.
5. Alternative and transitional programs.
6. Academic enrichment, tutorial and recreation programs or activities during non-school hours and during the summer.
7. Development or expansion of extended-day kindergarten programs.
8. Enhancement of the use of technology to support instruction or improve parent-teacher communication.
9. Initiatives to strengthen parent and community involvement in school and district programs.
10. Obtaining accreditation for elementary and middle schools from New England Association of Schools and Colleges.

Note that for the Priority School District grant, by statute, at least 20 percent of the grant must be used for early reading intervention programs, and that if such grant is being used for purposes other than those specified above, it is subject to repayment to the state.

Priority School District Grant Budget

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant**

<b>Object</b>	<b>Total</b>
100 - Personal Services > Salaries	\$1,787,176.31
200 - Personal Services > Employee Benefits	\$158,795.75
300 - Purchased Professional and Technical Services	\$1,232.00
400 - Purchased Property Services	\$0.00
500 - Other Purchased Services	\$25,548.50
600 - Supplies	\$7,000.00
700 - Property	\$23,771.44
800 - Debt Service and Miscellaneous	\$0.00
917 - Indirect Costs	\$0.00
<b>Total</b>	<b>\$2,003,524.00</b>
<b>Allocation</b>	<b>\$2,003,524.00</b>
<b>Remaining</b>	<b>\$0.00</b>

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

100 - Personal Services > Salaries - \$1,787,176.31 ▼

Budget Detail		Narrative Description
<b>Object:</b>	100 - Personal Services > Salaries	1 Admin @ 50%, 3 Bilingual Reading Teachers @ 100% (Chase, Bucks Hill, Hopeville), 2 Literacy Facilitators @ 50% (Chase), 3 Literacy Teachers @ 100% (Washington, Carrington, Enlightenment & Excel Program), 2 Literacy Teachers @ 50% (Maloney, Rotella), 1 Reading Teacher @ 100% (District Wide)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$743,748.06	
<b>Line Item Total:</b>	\$743,748.06	
<b>Object:</b>	100 - Personal Services > Salaries	8 FT Kindergarten Teachers (Washington, Chase, Maloney, Hopeville, Bucks Hill), 4 FT Kindergarten Aides (Chase, Driggs)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	

<b>Cost:</b>	\$682,331.40	
<b>Line Item Total:</b>	\$682,331.40	
<b>Object:</b>	100 - Personal Services > Salaries	Drop Out Prevention - 1 FT Prevention Specialist (Enlightenment & Excel Program, 1 FT Truancy Specialist (Enlightenment & Excel Program), 1 FT Clerical (Central Office), 1 FT Grants Specialist (Central Office) 2 Hall Monitors (Enlightenment & Excel Program, State Street)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$146,150.20	
<b>Line Item Total:</b>	\$146,150.20	
<b>Object:</b>	100 - Personal Services > Salaries	Alternative Programs - 1 FT Alternative Teacher (Enlightenment & Excel Program)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$82,682.00	
<b>Line Item Total:</b>	\$82,682.00	

<b>Object:</b>	100 - Personal Services > Salaries	Teachers and Aides - After school employees at elementary schools to assist the students by extending learning in Before and After Programs.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Operations Goal 4.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$63,139.00	
<b>Line Item Total:</b>	\$63,139.00	
<b>Object:</b>	100 - Personal Services > Salaries	Alternative Programs - 1 FT Parent Liaison to assist with all Parent involvement activities (Enlightenment & Excel Program)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$24,076.80	
<b>Line Item Total:</b>	\$24,076.80	
<b>Object:</b>	100 - Personal Services > Salaries	3 Truancy Specialists @ 25% salary to assist in Drop Out Prevention with middle school students at the comprehensive Middle Schools (Wallace, North End, West Side)

<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.2 Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$23,681.35	
<b>Line Item Total:</b>	\$23,681.35	
<b>Object:</b>	100 - Personal Services > Salaries	3 Prevention Specialists @ 25% salary to assist in Drop Out Prevention with middle school students at the comprehensive Middle Schools (Wallace, North End, West Side)
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1 Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$21,367.50	
<b>Line Item Total:</b>	\$21,367.50	
<b>Total for 100 - Personal Services &gt; Salaries:</b>		\$1,787,176.31
<b>Total for all other Objects:</b>		\$216,347.69

**Total for all Objects:**

\$2,003,524.00

**Allocation:**

\$2,003,524.00

**Remaining:**

\$0.00



# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

200 - Personal Services > Employee Benefits - \$158,795.75 ▼

Budget Detail		Narrative Description
<b>Object:</b>	200 - Personal Services > Employee Benefits	8 FT Kindergarten Teachers, 4 FT Kindergarten Aides, 1 Admin @ 50%, 3 Bilingual Reading Teachers @ 100%, 2 Literacy Facilitators @ 50%, 3 Literacy Teachers @ 100%, 2 Literacy Teachers @ 50%, 1 Reading Teacher @ 100%
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$158,795.75	
<b>Line Item Total:</b>	\$158,795.75	
<b>Total for 200 - Personal Services &gt; Employee Benefits:</b>		\$158,795.75
<b>Total for all other Objects:</b>		\$1,844,728.25
<b>Total for all Objects:</b>		\$2,003,524.00
<b>Allocation:</b>		\$2,003,524.00
<b>Remaining:</b>		\$0.00

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

300 - Purchased Professional and Technical Services - \$1,232.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	300 - Purchased Professional and Technical Services	To increase positive parent-child interactions, facilitate developmentally appropriate play with adults and children and increase skills related to early learning and development.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.3	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,232.00	
<b>Line Item Total:</b>	\$1,232.00	
<b>Total for 300 - Purchased Professional and Technical Services:</b>		\$1,232.00
<b>Total for all other Objects:</b>		\$2,002,292.00
<b>Total for all Objects:</b>		\$2,003,524.00
<b>Allocation:</b>		\$2,003,524.00
<b>Remaining:</b>		\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

500 - Other Purchased Services - \$25,548.50 ▼

Budget Detail		Narrative Description
<b>Object:</b>	500 - Other Purchased Services	Destiny/Follett Open Source Library System
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$24,548.50	
<b>Line Item Total:</b>	\$24,548.50	
<b>Object:</b>	500 - Other Purchased Services	Local vendors outside of the education department to provide enrichment activities for the extended learning Before and After School Program
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Operations Goal 4.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,000.00	

<b>Line Item Total:</b>	\$1,000.00	
<b>Total for 500 - Other Purchased Services:</b>		\$25,548.50
<b>Total for all other Objects:</b>		\$1,977,975.50
<b>Total for all Objects:</b>		\$2,003,524.00
<b>Allocation:</b>		\$2,003,524.00
<b>Remaining:</b>		\$0.00

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

600 - Supplies - \$7,000.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	600 - Supplies	Materials and supplies for district activities to promote and increase family engagement including non Title I schools. Support and expand the role of education in the home and support all parent liaisons with materials and supplies for parent activities.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Climate Goal 3.1	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$5,000.00	
<b>Line Item Total:</b>	\$5,000.00	
<b>Object:</b>	600 - Supplies	Instructional supplies for students who have an extended school day.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Operations Goal 4.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,000.00	

<b>Line Item Total:</b>	\$1,000.00	
<b>Object:</b>	600 - Supplies	Literacy Supplies/Reading - Materials to support ELA Curriculum - Fundation
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Academics Goal 2.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$1,000.00	
<b>Line Item Total:</b>	\$1,000.00	
<b>Total for 600 - Supplies:</b>		\$7,000.00
<b>Total for all other Objects:</b>		\$1,996,524.00
<b>Total for all Objects:</b>		\$2,003,524.00
<b>Allocation:</b>		\$2,003,524.00
<b>Remaining:</b>		\$0.00

## Budget Detail

### Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

700 - Property - \$23,771.44 ▼

Budget Detail		Narrative Description
<b>Object:</b>	700 - Property	IPads in small group instruction with teacher and for use independently to complete real world applications. To demonstrate mastery of the writing process by planning and publishing their written pieces. For student collaborative discussions, brainstorm, and provides constructive feedback to peers. Phonics, fluency, and vocabulary skill to evaluate word meanings, synonyms, antonyms, phoneme segmentation, and to listen and record sentences for fluency. Also, to be used to apply art skills through an interactive lesson and to be able to create presentations.
<b>Purpose:</b>	01 - Public School Activities	
<b>Focus Area:</b>	Operations Goal 4.2	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$23,771.44	
<b>Line Item Total:</b>	\$23,771.44	
<b>Total for 700 - Property:</b>		\$23,771.44
<b>Total for all other Objects:</b>		\$1,979,752.56
<b>Total for all Objects:</b>		\$2,003,524.00
<b>Allocation:</b>		\$2,003,524.00
<b>Remaining:</b>		\$0.00

# Priority School District Grant Budget Overview

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant

Filter by Location: All - \$2,003,524.00 ▼

Purpose	01 - Public School Activities	Total
Object		
100 - Personal Services > Salaries	1,787,176.31	1,787,176.31
200 - Personal Services > Employee Benefits	158,795.75	158,795.75
300 - Purchased Professional and Technical Services	1,232.00	1,232.00
500 - Other Purchased Services	25,548.50	25,548.50
600 - Supplies	7,000.00	7,000.00
700 - Property	23,771.44	23,771.44
Total	2,003,524.00	2,003,524.00
	Allocation	2,003,524.00
	Remaining	0.00



## Related Documents

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Priority School District Grant**

### Required Documents

This page is currently not accepting Related Documents.

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours**

Connecticut General Statutes (C.G.S.) § 10-266t establishes grants for Extended School Hours (ESH) programs for academic enrichment, support and recreation programs in PSDs. Each PSD shall solicit applications for individual school programs, on a competitive basis, from town and non-profit agencies, prioritize the application, and select applications for funding with the total grant amount allocated to the district.

Districts' decisions to fund individual school programs shall be based on specific criteria including:

- Total hours of operation;
- Number of students served;
- Total student hours of service;
- Total program cost;
- Estimate of volunteer hours, or other sources of support;
- Community involvement, commitment, and support;
- Non-duplication of existing services;
- Needs of student body of the school;
- Unique qualities of the proposal; and
- Responsiveness to the requirements of Section 10-266u.

Each PSD must submit all proposals received as part of its grant application and documentation of the review and ranking process for such proposals. Each district application shall:

- Demonstrate that a district-wide and school building needs assessment was conducted, including an inventory of

existing academic enrichment and support, and recreational opportunities available during non-school hours both within and outside of school buildings;

- Ensure equal program access for all students and necessary accommodations and support for students with disabilities;
- Provide a summer component, unless it is able to document that sufficient summer opportunities already exist;
- Include a schedule and total number of hours determined to be reasonable and sufficient for individual school programs;
- Support no less than 10 percent of the cost of the total district-wide ESH program and provide documentation of local funding or in-kind contributions, or both; and
- Contract for the direct operation of the program, if the district is able to document that no providers are interested or able to provide a cost efficient program.

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours**

**Program Design**

Briefly describe the district's proposed approach to extend school hours. Please respond to the prompts below explaining how the district would leverage the ESH grant to advance district goals and student achievement.

1. Description of the type of academic supports and enrichment offered.

Academic support in ELA and math will focus on the students in grades one through five focusing on the mathematical domains and ELA foundational skills through small group instruction. Enrichment activities are offered with local vendors, members of the business community and certified Physical Education and Art teachers. Their respective skill and/or craft is integrated into the academics creating an engaging atmosphere for the students, highlighting the creative learning process. The Science enrichment portion of ESH will consist of the online computer coding tutorial Code.org.

2. Description of the type of health and recreational activities offered.

Vendors with specific skills from organizations such as Code.org, Maritime Center, Zenobia World Music, Reader's Theatre, and the YMCA will visit the schools and provide educational and environmental programs, hands on science code, extension to science curriculum, various health lessons and recreational activities. Recreational and health activities include physical education games, exercise programs, a variety of dance lessons and creating handmade instruments from around the world.

3. Description of the criteria for student participation (e.g., days, hours of operation).

Students from grades 3-5 will be primarily selected based on assessment data from the fall i-Ready® diagnostic assessment. Students scoring more than one grade level below in at least 2 of the 4 mathematical domains will be given first consideration. Students will then take the ELA placement assessment on Lexia. Lexia will provide a customized path of blended learning for each child. The program operates three days per week and up to two hours after school for sixteen – twenty weeks beginning in December, 2019.

4. Description of how the district will ensure the program supports the regular school curriculum.

In order to ensure that the program supports the regular curriculum, the district will utilize a blended learning program that provides a customized learning path for students in math (using i-Ready®Magic Numbers) and in ELA (using Lexia). Teachers have the ability to control the content so that instruction is aligned with the current district units of instruction and foundational skills program in ELA. Since each program is housed at the school the students attend, the regular school curricula are available and accessible. Waterbury Public Schools are seeking to add computer coding into our regular STEM curricula for all grades 1 through 12. The ESH Code.org program will be an important first step in this direction and will allow the staff to assess whether Code.org will be adopted district wide.

5. Description of how the program provides for community involvement (40 percent of funding must support community partners).

The 40% is set aside for community partnerships. The schools receive an updated list of vendors and business/community agencies and the district will assign selected vendors to align with the school goals and the District Blueprint goals. All vendors are entered into the Lawson system prior to the actual event and approved through the School Business Office. Purchase Orders are created and used as documentation.

6. Description of how the program coordinates operations and activities with existing programs and the agencies in the

school (if applicable).

Each elementary program will align with mathematics and ELA goals and will utilize strategies embedded in the Alliance Grant. A principal or teacher may select students for ESH after other school programs in the building have ended.

7. Description of the plan for involving parents in program planning and using parents as advisers and volunteers.

Each elementary program will align with mathematics and ELA goals set forth in the Blueprint for change and will utilize strategies embedded in the Alliance Grant. A principal or teacher may select students for ESH after other school programs in the building have ended.

8. Description of the plan for the superintendent and school principal to work collaboratively with the community-based organization(s) for access to the school's facilities and equipment.

Since the ESH program is located in individual schools, the facilities, playground, media centers/ libraries, computer labs, smart boards, and gymnasiums are incorporated into each program. The Superintendent has no objection and recommends ESH for approval at the BOE meetings and supports after school programs. Community based organizations are welcomed to access school facilities and equipment as needed.

**Projected School And Student Participation**

Pursuant to C.G.S. Section 10-266u, each district shall prepare an annual report describing program operations , student participation, and other student indicators of success. Please use the following format to report the information about the district's proposed ESH program for 2018-19. Districts are strongly encouraged to consider targeting this work in Category 4 & 5 schools.

Schools Offering Extended School Building Hours Program	Grade Level(s) Offered	Projected Number of Students by Grade Level	Days/Times of Week Offered	Number of Weeks Offered
Bucks Hill, Bunker Hill, Chase, Gilmartin	3-5	20	Tuesday-Thursday	18
Wilson, Duggan, Generali, Tinker	3-5	20	Tuesday-Thursday	18
Driggs, Washington, Regan, Carrington	1-3	20	Tuesday-Thursday	18
Reed, Walsh	2	20	Tuesday-Thursday	18
Kingsbury, Wallace Academic Academy	4-5	15	Monday - Thursday	18

## Program Evaluation

ESH program grant recipients must submit an annual program evaluation and fact sheet. The evaluation will include data that reflects the impact of program initiatives on student achievement. The evaluation may also require other relevant data related to program implementation. Such data may include student enrollment in programs, teacher and personnel hired using grant funds, programs and materials used, and performance benchmarks used for measuring student progress such as interim assessments, attendance, or any other data that demonstrated student progress as a result of the grant.

### Indicators of Success:

Describe how student performance (progress) will be assessed as a result of attending the ESH program, including type(s) of measures and timeline for assessments:

Student performance in grades 1-5 will be monitored utilizing i-Ready® Magic Numbers reporting system and Lexia student reports. Progress can be monitored daily, weekly and for the entire length of the program

with individual and class reports available to show growth by mathematical domain and standards. Lexia will provide district, class, and student performance predictors to identify students on target, at some risk, or at high risk.

Student attendance, student success plans and school performance are indicators of success. Timeline for assessments will be based on new district timelines within the Alliance District plans and Blueprint plans.

Describe how student performance (progress) will be tracked during the next school year, including type(s) of measures and timeline for assessments:

With the installation of data warehouse, student performance will be reviewed by building principals, Supervisors, and support staff.



PSD - Extended School Hours Budget

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours**

<b>Object</b>	<b>Total</b>
100 - Personal Services > Salaries	\$170,000.00
200 - Personal Services > Employee Benefits	\$0.00
300 - Purchased Professional and Technical Services	\$0.00
400 - Purchased Property Services	\$0.00
500 - Other Purchased Services	\$128,723.00
600 - Supplies	\$20,769.00
700 - Property	\$0.00
800 - Debt Service and Miscellaneous	\$0.00
917 - Indirect Costs	\$0.00
<b>Total</b>	<b>\$319,492.00</b>
<b>Allocation</b>	<b>\$319,492.00</b>
<b>Remaining</b>	<b>\$0.00</b>

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours

100 - Personal Services > Salaries - \$170,000.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	100 - Personal Services > Salaries	15 Administrators (2-Bucks Hill, 2-Carrington, 2-Chase, 1-Generali, 2-Reed, 2-Walsh, 2-Wilson, 2-Driggs); 96 Certified Teachers (14-Bucks Hill, 9-Bunker Hill, 5-Carrington, 7-Chase, 6-Duggan, 7-Generali, 7-Gilmartin, 2-Kingsbury, 3-Reed, 4-Regan, 5-Walsh, 4-Washington, 6-Wilson, 4-Driggs, 5-Wallace, 8-Tinker); 7 Clerical Staff (Chase, Kingsbury, Washington, Gilmartin, Reed, Regan, Tinker); 4 School Secretary's (Bucks Hill, Driggs, Generali, Carrington,); 12 Paraprofessionals (3-Carrington, 1-Chase, 3-Generali, 1-Kingsbury, 3-Washington, 1-Wilson); 1 Other (Chase); Educational Prep Work
<b>Purpose:</b>	01 - Public School Activities	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$170,000.00	
<b>Line Item Total:</b>	\$170,000.00	
<b>Total for 100 - Personal Services &gt; Salaries:</b>		\$170,000.00
<b>Total for all other Objects:</b>		\$149,492.00
<b>Total for all Objects:</b>		\$319,492.00
<b>Allocation:</b>		\$319,492.00
<b>Remaining:</b>		\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours

500 - Other Purchased Services - \$128,723.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	500 - Other Purchased Services	Local vendors including transportation outside of the education department to provide enrichment activities for the extended learning Before and After School Program.
<b>Purpose:</b>	01 - Public School Activities	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$128,723.00	
<b>Line Item Total:</b>	\$128,723.00	
<b>Total for 500 - Other Purchased Services:</b>		\$128,723.00
<b>Total for all other Objects:</b>		\$190,769.00
<b>Total for all Objects:</b>		\$319,492.00
<b>Allocation:</b>		\$319,492.00
<b>Remaining:</b>		\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours

600 - Supplies - \$20,769.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	600 - Supplies	Instructional Supplies for students who have an extended school day.
<b>Purpose:</b>	01 - Public School Activities	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$20,769.00	
<b>Line Item Total:</b>	\$20,769.00	
<b>Total for 600 - Supplies:</b>		\$20,769.00
<b>Total for all other Objects:</b>		\$298,723.00
<b>Total for all Objects:</b>		\$319,492.00
<b>Allocation:</b>		\$319,492.00
<b>Remaining:</b>		\$0.00

# PSD - Extended School Hours Budget Overview

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours

Filter by Location: All - \$319,492.00 ▼

Purpose	01 - Public School Activities	Total
Object		
100 - Personal Services > Salaries	170,000.00	170,000.00
500 - Other Purchased Services	128,723.00	128,723.00
600 - Supplies	20,769.00	20,769.00
Total	319,492.00	319,492.00
	Allocation	319,492.00
	Remaining	0.00

## Related Documents

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Extended School Hours**

### Required Documents

This page is currently not accepting Related Documents.

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School**

Connecticut General Statute § 10-265m establishes grants for summer school programs in PSDs. C.G.S. §§ 10-265g and 10-265l, relating to summer reading programs and student promotion, require PSDs to:

- Offer a summer reading program to children enrolled in kindergarten who are determined by their school to be substantially deficient in reading; evaluate students in Grades 1 through 3 in October, January and May using an approved assessment. For each student who is determined to be substantially deficient in reading on the January or May assessment, the district must notify the student's parent or guardian of the assessment results and the school must develop a personal reading plan for the student;
- Develop personal reading plans that shall include additional instruction, within available appropriations, such as tutoring, an after-school program, school vacation, weekend program or summer program, as described in Section 10-265f of the C.G.S. Personal reading plans must be reviewed and revised as appropriate and shall be monitored by school literacy teams. Each evaluation or statewide examination must be discussed with the provider of additional instruction and given to the student's parent or guardian with recommendations for reading strategies that can be used at home. For the purposes of providing additional instruction, preference must be given first to elementary schools and then to middle schools with the highest number of students who are substantially deficient in reading;
- Promote students with personal reading plans from Grades 1 through 3, based on documented progress in achieving the goals of the personal reading plan or demonstrated reading proficiency. If a decision is made to promote a student who is substantially deficient in reading, the school principal shall provide written justification for such promotion to the superintendent of schools. A personal reading plan, that incorporates competencies required for early reading success and effective reading instruction, must be maintained for a student who is substantially deficient in reading until the student achieves a satisfactory grade level proficiency, as determined by a reading evaluation or statewide examination;
- Require students in Grades 1 through 3 who are determined to be substantially deficient in reading based on the May administration of the approved assessment to attend summer school. The superintendent of schools may exempt an individual student from such requirement, upon the recommendation of the school principal, based on the student's

progress with the personal reading plan. If a student does not receive such an exemption and has been offered the opportunity to attend summer school and fails to attend, the PSD shall not promote the student to the next grade;

- Submit to the CSDE approved assessment data two times per year for all students using an electronic reporting system provided by CSDE to monitor student progress;
- Submit to the CSDE the number of students who are substantially deficient in reading and are promoted from first, second or third grade to the next grade. The CSDE will prepare and publish this report annually;
- Require within available appropriations the development and implementation of personal reading plans for each student who scores below basic level on the Grades 3 through 5 Smarter Balanced, unless the principal determines that such additional instruction is not necessary based on the recommendation of the student's teacher; and
- May require, within available appropriations, students in Grades 4 through 6 who fail to make progress with additional instruction provided in their personal reading plans, to attend summer school. The superintendent of schools may exempt an individual student from such requirement upon the recommendation of the school principal.



**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School**

**Program Design**

Each applicant must include a project plan outlining the design and implementation of the district's summer school program which shall include, but not be limited to, an explanation of goals, objectives, evaluation strategies, and budget identifying local funding and other resource contributions.

**The project plan shall include:**

- Criteria for student participation in the program, including provisions for priority for students who are determined to be substantially deficient in reading.
- Criteria for teacher selection that emphasize the skills needed for teaching the summer program and criteria for establishment of the curriculum for the summer program.
- A system for reporting, by school and grade, on the number of students who attend the program and for assessing the performance of such students in the program and for tracking their performance during the school year.

**1. Criteria for student participation** (including provisions for priority students who are determined to be substantially deficient in reading)

Students were selected solely on their Mclass reading performance. Students who were considered "Substantially Below," benchmark at the EOY assessment window were invited to summer school. The measures used were PSF for Kindergarten students and DORF fluency for grades K-4..

**2. Criteria for teacher selection** (emphasizing the instructional skills needed for summer school)

Teacher selection was based on grade levels served and their knowledge of Mclass and Foundations training. Training was offered to those who were not familiar with the program, but were selected for teaching the summer school.

### 3. Criteria for establishing the curricula for the summer program

Reading curriculum was based off of students' individual instructional focus as determined on the EOY testing from previous school year. Foundations was implemented as well to support students in phonemic awareness, writing and reading. Math curriculum was a prelude to what the students are going to face in the upcoming school year. This builds knowledge before the students get introduced to the skill in the fall marking period.

### Program Evaluation

Please provide projections for the coming school year. Districts must serve all students in Grades 1 through 3 who are determined to be substantially deficient on the approved assessment. Districts are strongly encouraged to consider targeting this work in Category 4 & 5 schools.

Schools Offering Summer Program	Grade Level(s) Offered	Days/Times of Week Offered	Number of Weeks Offered
Gilmartin	K-4	Monday-Friday 8:45 a.m. to 12:45 p.m.	4
Duggan	K-4	Monday-Friday 8:45 a.m. to 12:45 p.m.	4
Carrington	K-4	Monday-Friday 8:45 a.m. to 12:45 p.m.	4
Reed	K-4	Monday-Friday 8:45 a.m. to 12:45 p.m.	4

### **System for Monitoring Results**

Describe how student progress will be assessed and tracked during the next school year as a result of attending the summer school program, including type(s) of measures and timeline for assessments.

Students' progress was monitored through Mclass uploads weekly and again at the end of program report. Math had a pre and post assessment.

PSD - Summer School Budget

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School**

<b>Object</b>	<b>Total</b>
100 - Personal Services > Salaries	\$198,122.69
200 - Personal Services > Employee Benefits	\$0.00
300 - Purchased Professional and Technical Services	\$0.00
400 - Purchased Property Services	\$0.00
500 - Other Purchased Services	\$123,000.00
600 - Supplies	\$49,350.31
700 - Property	\$0.00
800 - Debt Service and Miscellaneous	\$0.00
917 - Indirect Costs	\$0.00
<b>Total</b>	<b>\$370,473.00</b>
<b>Allocation</b>	<b>\$370,473.00</b>
<b>Remaining</b>	<b>\$0.00</b>

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School

100 - Personal Services > Salaries - \$198,122.69 ▼

Budget Detail		Narrative Description
<b>Object:</b>	100 - Personal Services > Salaries	Summer School Staff for the Soar to Success
<b>Purpose:</b>	01 - Public School Activities	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$198,122.69	
<b>Line Item Total:</b>	\$198,122.69	
<b>Total for 100 - Personal Services &gt; Salaries:</b>		\$198,122.69
<b>Total for all other Objects:</b>		\$172,350.31
<b>Total for all Objects:</b>		\$370,473.00
<b>Allocation:</b>		\$370,473.00
<b>Remaining:</b>		\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School

500 - Other Purchased Services - \$123,000.00 ▼

Budget Detail		Narrative Description
<b>Object:</b>	500 - Other Purchased Services	Student transportation for Soar to Success
<b>Purpose:</b>	01 - Public School Activities	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$123,000.00	
<b>Line Item Total:</b>	\$123,000.00	
<b>Total for 500 - Other Purchased Services:</b>		\$123,000.00
<b>Total for all other Objects:</b>		\$247,473.00
<b>Total for all Objects:</b>		\$370,473.00
<b>Allocation:</b>		\$370,473.00
<b>Remaining:</b>		\$0.00

# Budget Detail

## Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School

600 - Supplies - \$49,350.31 ▼

Budget Detail		Narrative Description
<b>Object:</b>	600 - Supplies	Summer School Supplies
<b>Purpose:</b>	01 - Public School Activities	
<b>LEA / School:</b>	Waterbury School District (151-000)	
<b>Quantity:</b>	1.00	
<b>Cost:</b>	\$49,350.31	
<b>Line Item Total:</b>	\$49,350.31	
<b>Total for 600 - Supplies:</b>		\$49,350.31
<b>Total for all other Objects:</b>		\$321,122.69
<b>Total for all Objects:</b>		\$370,473.00
<b>Allocation:</b>		\$370,473.00
<b>Remaining:</b>		\$0.00

PSD - Summer School Budget Overview

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School**

Filter by Location: All - \$370,473.00 ▼

Purpose	01 - Public School Activities	Total
Object		
<b>100 - Personal Services &gt; Salaries</b>	198,122.69	198,122.69
<b>500 - Other Purchased Services</b>	123,000.00	123,000.00
<b>600 - Supplies</b>	49,350.31	49,350.31
<b>Total</b>	370,473.00	370,473.00
	<b>Allocation</b>	370,473.00
	<b>Remaining</b>	0.00



## Related Documents

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - PSD - Summer School**

### Required Documents

This page is currently not accepting Related Documents.

Statement of Assurances

**Waterbury School District (151-000) Public School District - FY 2020 - Alliance and Priority School District Grants - Rev 0 - Assurances**

☒ \* **The Local Educational Agency (LEA) hereby assures the State Educational Agency (SEA) that the LEA follows all regulations applicable for CSDE, including those outlined below.**

- |           |   |
|-----------|---|
| <b>A.</b> | The applicant has the necessary legal authority to apply for and receive the proposed grant;  |
| <b>B.</b> | The filing of this application has been authorized by the applicant's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application;             |
| <b>C.</b> | The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of the applicant;  |
| <b>D.</b> | The project will be operated in compliance with all applicable state and federal laws and in compliance with regulations and other policies and administrative directives of the State Board of Education and the Connecticut State Department of Education;  |
| <b>E.</b> | Grant funds shall not be used to supplant funds normally budgeted by the agency;  |
| <b>F.</b> | Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;   |
| <b>G.</b> | The applicant will submit a final project report (within 60 days of the project completion) and such other reports, as specified, to the Connecticut State Department of Education, including information relating to the project records and access thereto as the Connecticut State Department of Education may find necessary; |
| <b>H.</b> | The Connecticut State Department of Education reserves the exclusive right to use and grant the right to use and/or publish any part or parts of any summary, abstract, reports, publications, records and materials resulting from this project and this grant;  |

I.	If the project achieves the specified objectives, every reasonable effort will be made to continue the project and/or implement the results after the termination of state/federal funding;	
J.	The applicant will protect and save harmless the State Board of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described in the application for the grant;	
K.	At the conclusion of each grant period, the applicant will provide for an independent audit report acceptable to the grantor in accordance with Sections 7-394a and 7-396a of the Connecticut General Statutes, and the applicant shall return to the Connecticut State Department of Education any moneys not expended in accordance with the approved program/operation budget as determined by the audit;	
L.	REQUIRED LANGUAGE (NON-DISCRIMINATION)	
	References in this section to "contract" shall mean this grant agreement and to "contractor" shall mean the Grantee.	
	(a)	For purposes of this Section, the following terms are defined as follows:
	(1)	"Commission" means the Commission on Human Rights and Opportunities;
	(2)	"Contract" and "contract" include any extension or modification of the Contract or contract;
	(3)	"Contractor" and "contractor" include any successors or assigns of the Contractor or contractor;
	(4)	"Gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.
	(5)	"good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
	(6)	"good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;

	(7)	"marital status" means being single, married as recognized by the state of Connecticut, widowed, separated or divorced;
	(8)	"mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders;
	(9)	"minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes § 32-9n; and
	(10)	"public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.
	For purposes of this Section, the terms "Contract" and "contract" do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, (2) a quasi-public agency, as defined in Conn. Gen. Stat. Section 1-120, (3) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in Conn. Gen. Stat. Section 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, agency, state or government described in the immediately preceding enumerated items (1), (2), (3), (4) or (5).	
	(b)	

(1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with jobrelated qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e and 46a-68f; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56. If the contract is a public works contract, the Contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

	(d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
	(e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.
	(f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
	(g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes § 46a56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and Connecticut General Statutes § 46a-56.

(h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

**M.** The grant award is subject to approval of the Connecticut State Department of Education and availability of state or federal funds.

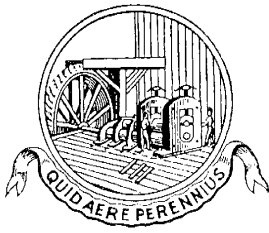
**N.** The applicant agrees and warrants that Sections 4-190 to 4-197, inclusive, of the Connecticut General Statutes concerning the Personal Data Act and Sections 10-4-8 to 10-4-10, inclusive, of the Regulations of Connecticut State Agencies promulgated there under are hereby incorporated by reference.

\* The Local Education Agency (LEA) hereby assures the State Education Agency (SEA) that the LEA has received local board of education approval of this plan's submission. Date of board approval:

11/21/2019







# Waterbury Public Schools

236 Grand Street ♦ Waterbury, Connecticut 06702 ♦ (203) 346-2340 ♦ Fax (203) 574-8010

William F. Clark  
Chief Operating Officer

## MEMORANDUM

**TO:** Honorable Board of Education

**FROM:** William F. Clark, Chief Operating Officer *WFC/mc*

**DATE:** November 5, 2019

**SUBJECT:** Contract for Facility Management System with Dude Solutions, Incorporated

The Education Department would like to contract with Dude Solutions for a Facility Management System for the Education Department's School Inspector's Office. A Request for Proposal (#6329) was sent out through the City's Purchasing Department. Three firms responded and their responses and cost proposals were discussed by a Selection Committee comprised of Chris Harmon (Inspector of School Buildings), Will Zhuta (Supervisor of Management, Information and Technology), Rochdi Maghfour (SIO Accountant III), Kevin McCaffrey (Director of Purchasing) and Amy Lopez (Assistant Director of Purchasing) and myself. Of the three proposals, the Selection Committee chose Dude Solutions since they have the best-suited work order management system which coordinates with existing procedures. The Selection Committee then negotiated lower pricing, and feels confident that Dude Solutions staff is competent to install and service this system. The term of this agreement is for three years totaling \$98,758.75.

The agreement is being developed by Corporation Counsel and will be available for your review as soon as possible. Thank you for your consideration.

WFC/mc

c: File





# Waterbury Public Schools

236 Grand Street ♦ Waterbury, Connecticut 06702 ♦ (203) 574-8016 ♦ Fax (203) 574-8010

Dr. Verna D. Ruffin  
Superintendent of Schools

Darren Schwartz  
Chief Academic Officer

## MEMORANDUM

**TO:** Honorable Board of Education Commissioners

**FROM:** Darren M. Schwartz, Chief Academic Officer *DM*

**DATE:** November 5, 2019

**SUBJECT:** Starbase CT Memorandum of Understanding/Program Acknowledgement

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STARBASE is a five day program per elementary school specializing in a curriculum of science, technology, engineering and math (STEM) for fifth grade students. The program begins in September and runs through May or early June depending on the weather. Waterbury Public Schools (WPS) transports students on Durham Buses to and from Naugatuck Valley Community College where the Starbase Program is held. Occasionally, All-Star is used if handicapped transportation is needed. WPS also provides each student with a lunch. The teacher and staff (usually an aide(s)) accompany students to NVCC. Parents sign permission slips for each student attending. Participation in the STARBASE Program was approved by the Board of Education on September 8, 2003; the current Program Acknowledgement was approved by the Board of Education on February 21, 2019.

The program is through the Department of Defense and the Connecticut Military Department. There are no funds being transferred between parties. Every year, WPS has very positive feedback about this program from staff and especially the students.

The 2019-2020 Program Acknowledgement is forthcoming. Thank you for your consideration.

DS/mc

cc: File

# **WATERBURY PUBLIC SCHOOLS**

## **Smarter Balanced, CT-SAT, and AP Exam Results**

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November 2019

# CT Core Standards

## 6 Shifts in the Learning Standards

Increase in Nonfiction Text

Content Area Literacy in Science, History/S.S., & Technical Subjects

Increase Complexity of Texts

Focus on Text Based Questions

Writing Arguments w/Text Based Support

Focus on Academic Vocabulary

## Standards for Mathematical Practice



Make sense of problems and persevere in solving them.



Reason abstractly and quantitatively.



Construct viable arguments and critique the reasoning of others.



Model with mathematics.



Use appropriate tools strategically.



Attend to precision.



Look for and make use of structure.



Look for and express regularity in repeated reasoning.

# Smarter Balanced Background

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The Smarter Balanced Assessment replaced the CMT/CAPT in Connecticut for math and English Language Arts/Literacy for grades 3-8 in 2014-2015

The Smarter Balanced Assessment is designed to measure achievement of the CT Core Standards

Administered entirely online and adaptive within each grade level

Test taken March-June 2019

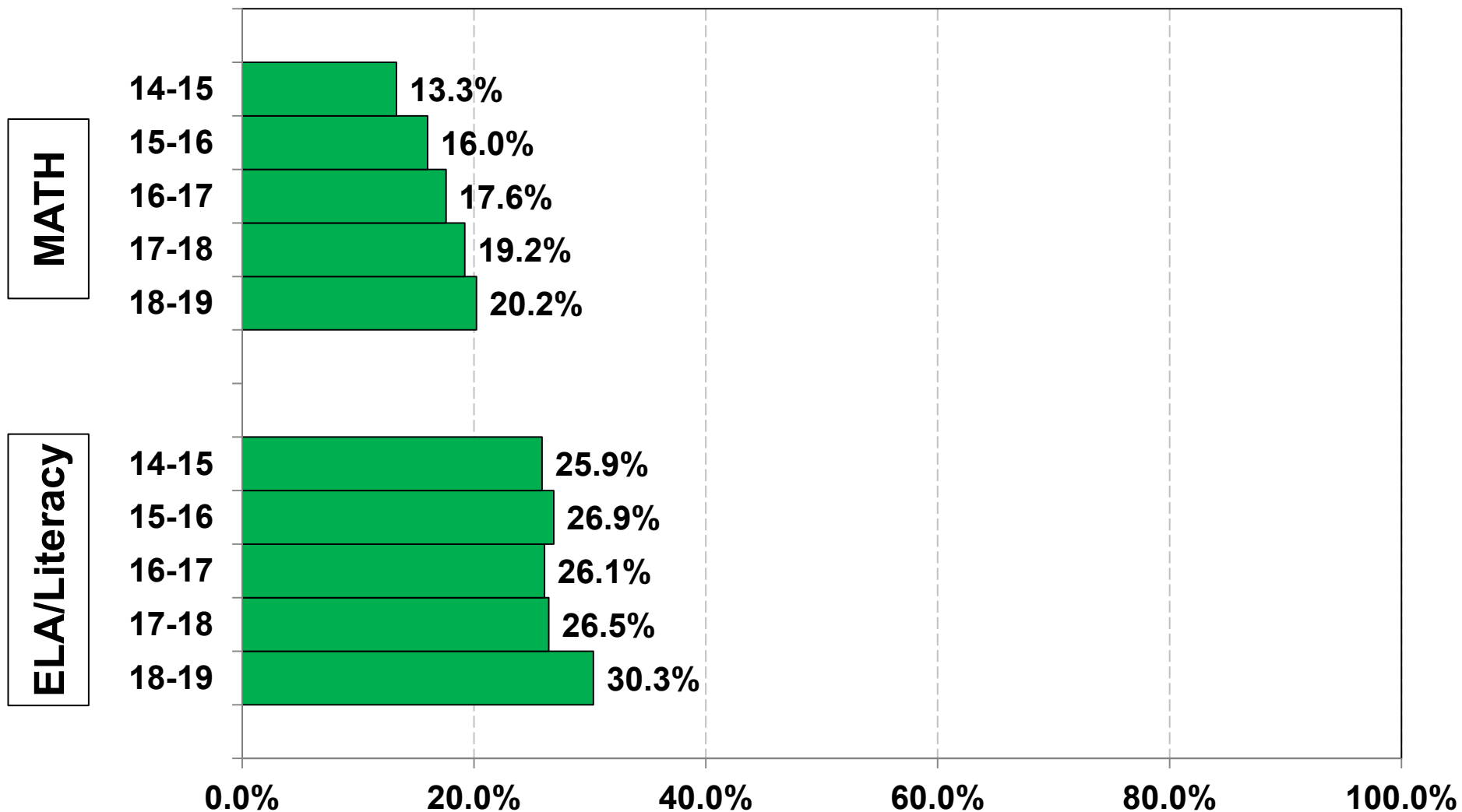
Student scores are reported in four levels

- Level 4 – Exceeds the achievement level
- Level 3 – Meets the achievement level
- Level 2 – Approaching the achievement level
- Level 1 – Does not meet the achievement level

# SMARTER BALANCED - ACHIEVEMENT

## District – All Grades

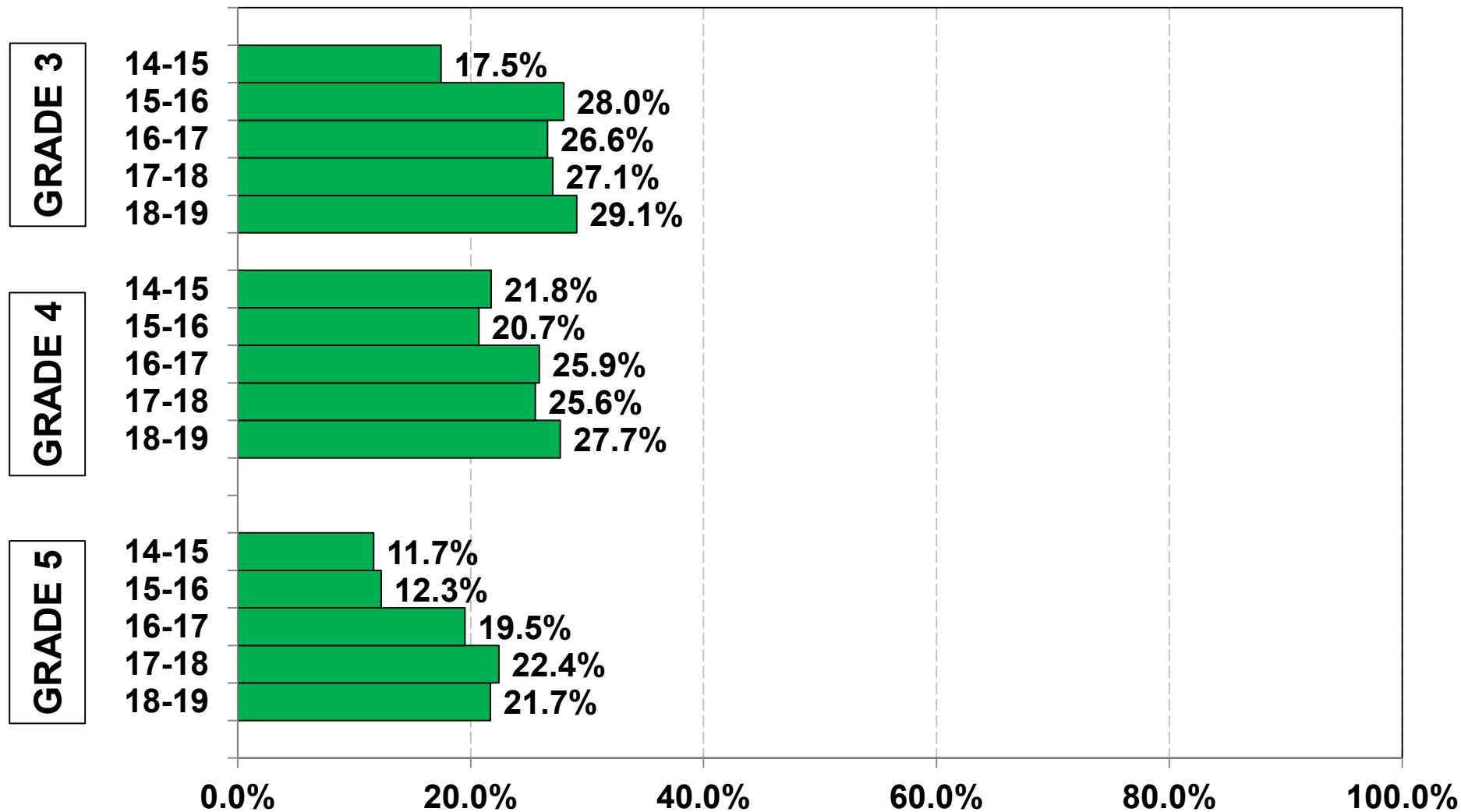
### Percentage of Students Meeting or Exceeding the Achievement Level



# SMARTER BALANCED

## District – MATH by Grade (Elementary)

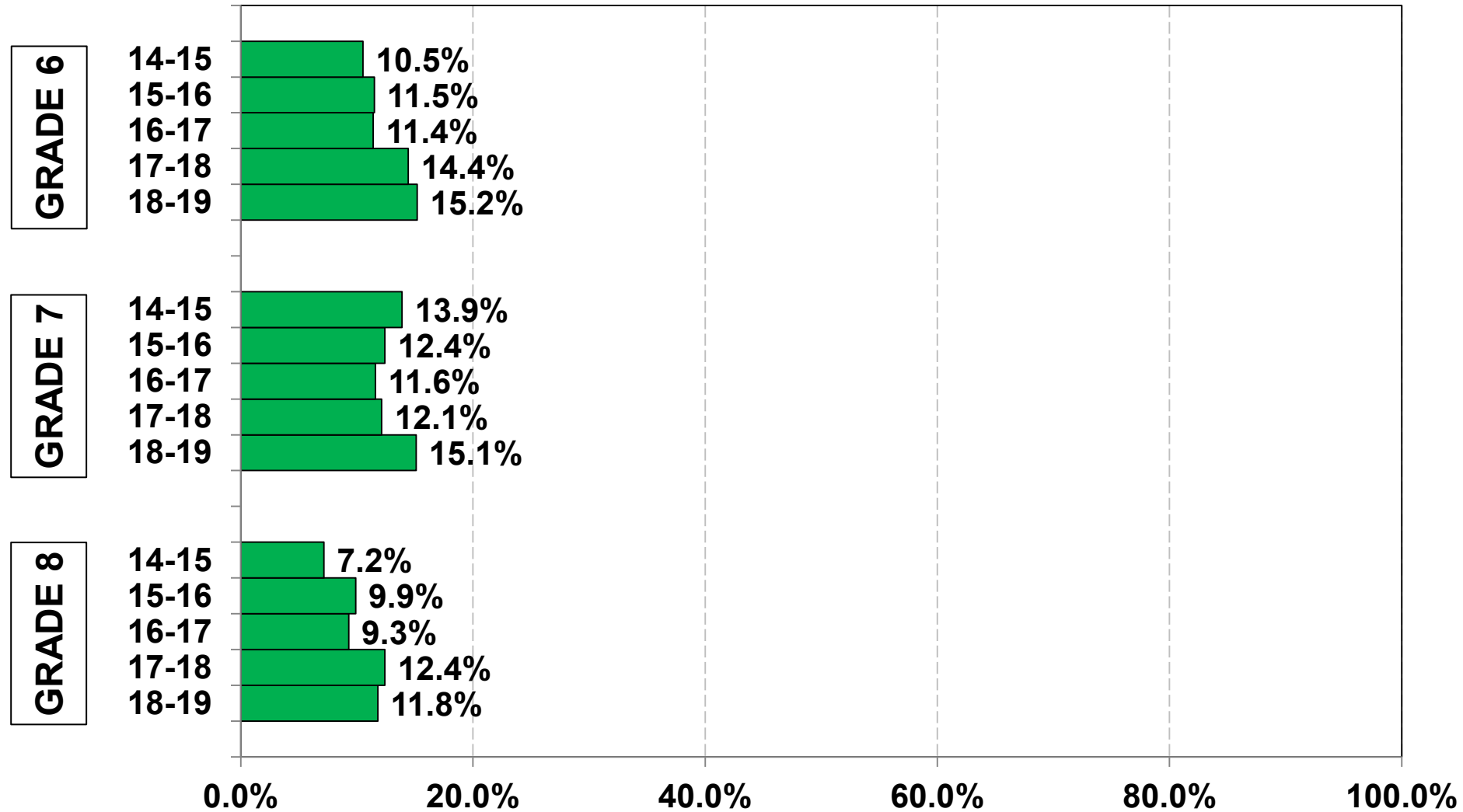
### Percentage of Students Meeting or Exceeding the Achievement Level



# SMARTER BALANCED

## District – MATH by Grade (Middle)

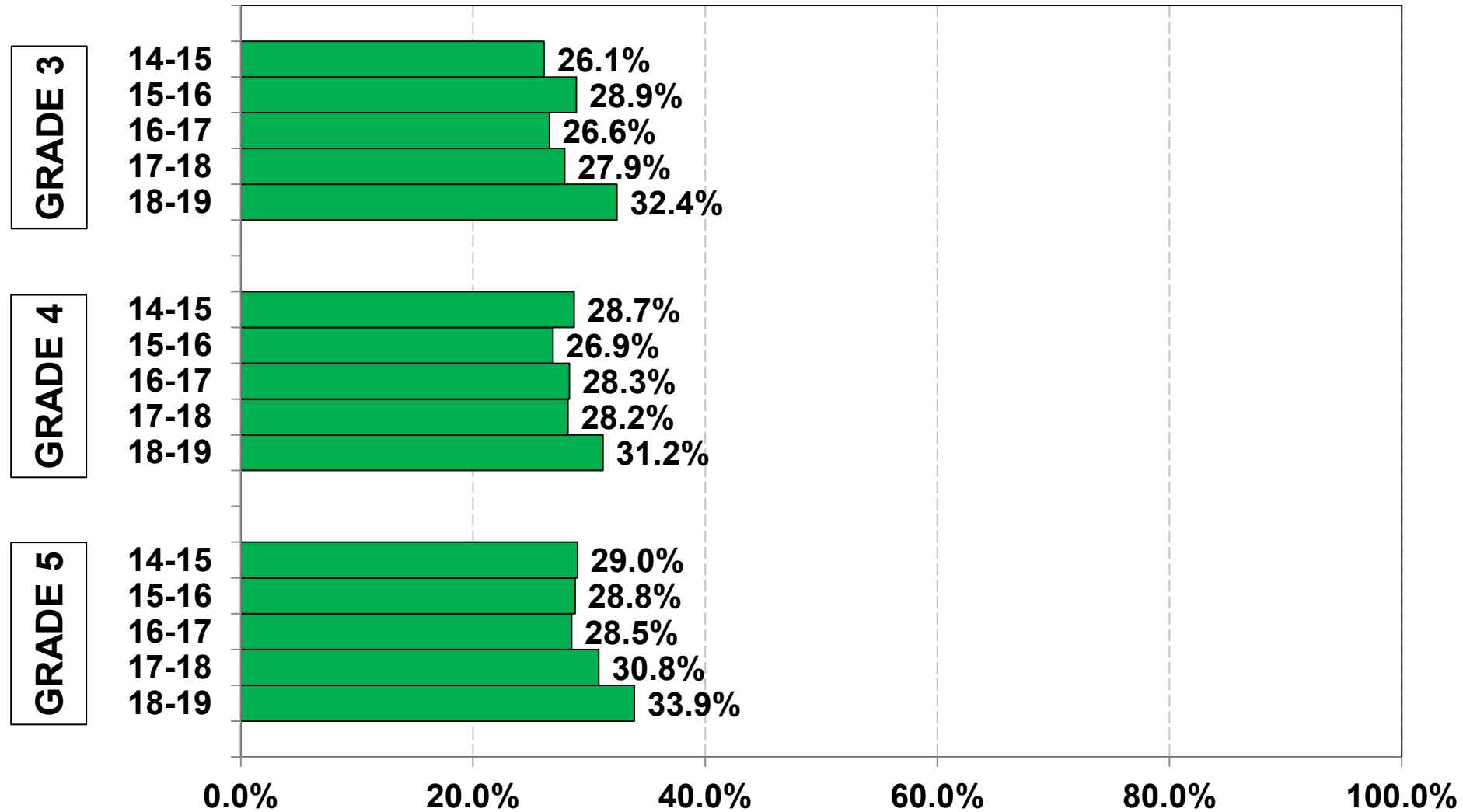
### Percentage of Students Meeting or Exceeding the Achievement Level



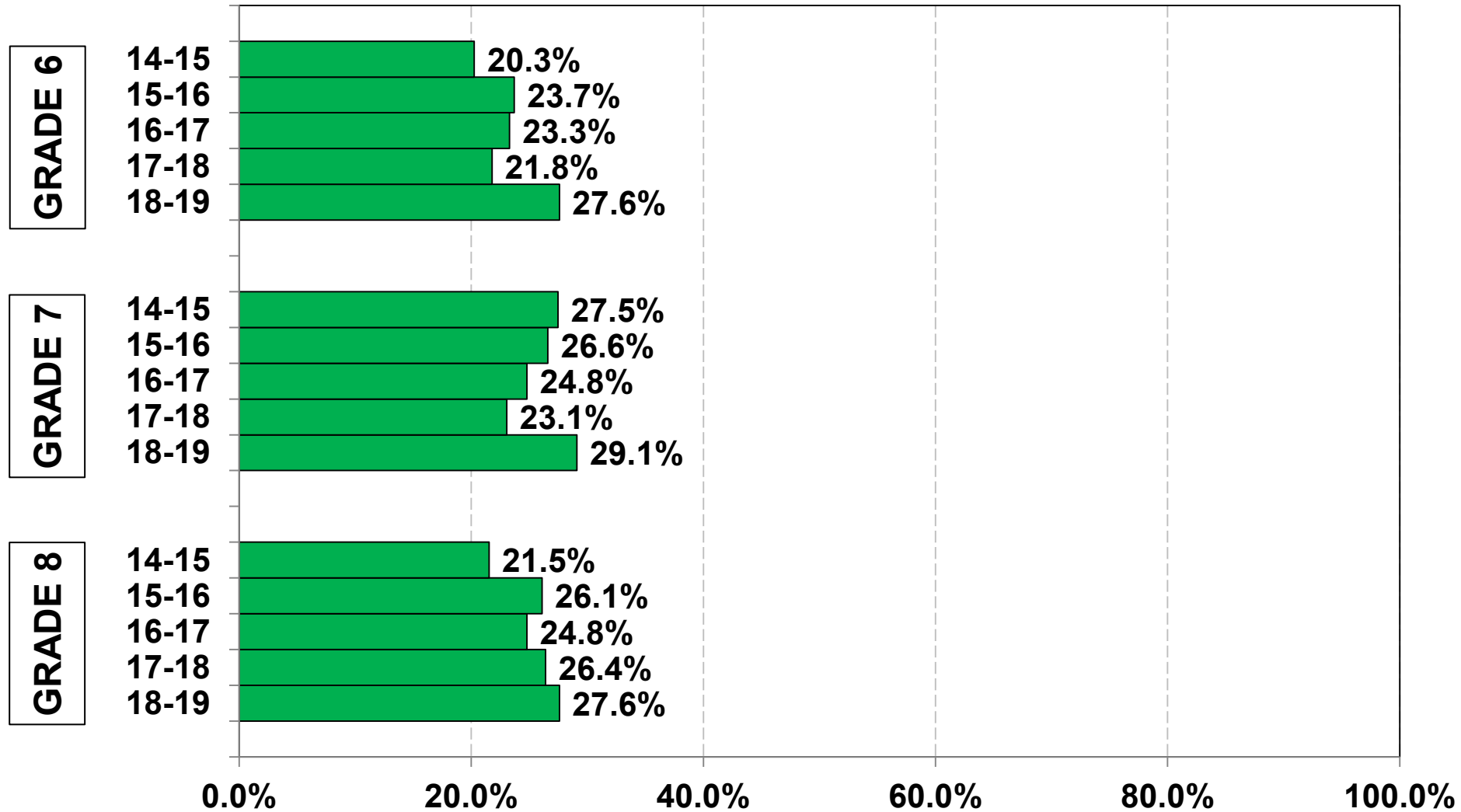
# SMARTER BALANCED

## District – ELA/Literacy by Grade (Elementary)

### Percentage of Students Meeting or Exceeding the Achievement Level





**SMARTER BALANCED****District – ELA/Literacy by Grade (Middle)****Percentage of Students Meeting or Exceeding the Achievement Level**

# SMARTER BALANCED 2018-2019

## District Reference Group I

### Percentage of Students Meeting or Exceeding the Achievement Level

District	Subject	# Tested	% 3 or 4	CHG PRIOR YR
WATERBURY	ELA	8507	30.3	3.8
Windham	ELA	1641	36.7	2.6
Bridgeport	ELA	9330	27.4	1.7
New Haven	ELA	9116	34.4	0.9
Hartford	ELA	8564	24.5	0.3
New London	ELA	1523	31.5	0.2
New Britain	ELA	4654	20.2	-1.8

District	Subject	# Tested	% 3 or 4	CHG PRIOR YR
Windham	Math	1634	31.7	2.6
New London	Math	1519	23.0	1.5
New Haven	Math	9086	22.5	1.2
WATERBURY	Math	8491	20.2	1.0
Bridgeport	Math	9303	15.7	0.8
Hartford	Math	8502	18.2	-0.4
New Britain	Math	4619	11.3	-2.4

# SMARTER BALANCED 2018-2019

## All Schools Ranked by Change From Prior Year

### Percentage of Students Meeting or Exceeding the Achievement Level

School	Subject	% 3 or 4	CHG PRIOR YR
H. S. Chase	ELA	38.4	10.5
Regan	ELA	37.1	10.5
Carrington	ELA	46.0	9.7
Rotella	ELA	66.9	8.1
North End	ELA	27.4	8.0
Sprague	ELA	18.8	7.6
Washington	ELA	29.5	7.4
Maloney	ELA	59.5	6.7
Duggan	ELA	42.0	6.2
Bucks Hill	ELA	25.0	5.0
West Side	ELA	25.3	4.6
<b>WATERBURY</b>	<b>ELA</b>	<b>30.3</b>	<b>3.8</b>
Michael F. Wallace	ELA	28.8	3.6
Margaret M. Generali	ELA	36.5	3.2
Driggs	ELA	20.9	2.8
Walsh	ELA	17.1	2.7
Woodrow Wilson	ELA	20.5	1.6
Bunker Hill	ELA	28.4	1.6
Reed	ELA	32.2	1.1
Hopeville	ELA	19.6	-0.5
Gilmartin	ELA	20.1	-1.9
Waterbury Arts (Middle)	ELA	46.7	-2.7
B. W. Tinker	ELA	31.7	-3.9
F. J. Kingsbury	ELA	30.8	-4.5
Wendell L. Cross	ELA	44.1	-4.6

School	Subject	% 3 or 4	CHG PRIOR YR
H. S. Chase	Math	37.7	11.5
Regan	Math	35.0	11.2
Maloney	Math	50.6	7.7
Sprague	Math	16.9	5.7
North End	Math	12.9	5.0
Walsh	Math	12.6	4.2
Rotella	Math	54.2	3.8
Reed	Math	24.6	1.4
Carrington	Math	33.0	1.4
Margaret M. Generali	Math	25.5	1.3
<b>WATERBURY</b>	<b>Math</b>	<b>20.2</b>	<b>1.0</b>
Michael F. Wallace	Math	12.3	1.0
Bucks Hill	Math	17.4	0.7
F. J. Kingsbury	Math	28.9	-0.8
Washington	Math	15.4	-1.5
Duggan	Math	28.6	-1.5
Gilmartin	Math	13.8	-1.5
West Side	Math	9.5	-1.7
Woodrow Wilson	Math	19.2	-2.2
Hopeville	Math	13.5	-2.5
Waterbury Arts (Middle)	Math	29.5	-2.9
Driggs	Math	14.8	-3.4
Bunker Hill	Math	19.2	-5.1
B. W. Tinker	Math	24.2	-5.4
Wendell L. Cross	Math	39.2	-8.9

# Smarter Balanced Growth

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The growth model for Smarter Balanced was introduced in 2015-2016

It measures if individual students are reaching scale score improvement targets set by CSDE

- All students are expected to improve annually
- Examines scale scores of students that were enrolled all year compared to their prior year scale scores, regardless of where the students were enrolled previously
- Measured by Growth Rate and Average Percent of Target Achieved (PTA)

# Smarter Balanced Growth District – All Grades

## Growth Rate

- Does not factor into CSDE accountability model
- How many students met their individual target set by CSDE?
- 40% is the expected growth rate based on CSDE model design

## Average Percentage of Target Achieved (PTA)

- Heaviest weighted indicator in the state accountability model
- How much of their individual target did students achieve?
- 100% is the school/district-wide target

		Growth Rate				Average Percentage of Target Achieved			
		School Year				School Year			
District	Subject	2015-16	2016-17	2017-18	2018-19	2015-16	2016-17	2017-18	2018-19
Waterbury School District	ELA	33.2%	26.0%	27.7%	34.2%	57.0%	47.7%	50.8%	57.8%
	Math	30.5%	30.9%	30.6%	32.6%	51.6%	51.8%	50.9%	53.8%

# Smarter Balanced Growth 2018-2019

## DRG I – All Grades Ranked by PTA Change From Prior Year

District	Subject	Number of Matched Students	Growth Rate	Average Percentage of Target Achieved	PTA CHG PRIOR YR
<b>WATERBURY</b>	<b>ELA</b>	6526	34.2%	57.8%	7.0%
<b>Windham</b>	<b>ELA</b>	1268	32.5%	55.5%	5.0%
<b>New Haven</b>	<b>ELA</b>	7163	32.6%	55.2%	-3.1%
<b>Hartford</b>	<b>ELA</b>	6640	29.0%	51.4%	-3.4%
<b>New London</b>	<b>ELA</b>	1138	31.1%	52.1%	-3.5%
<b>New Britain</b>	<b>ELA</b>	3477	26.1%	48.8%	-6.1%
<b>Bridgeport</b>	<b>ELA</b>	6974	30.4%	53.4%	-6.4%

District	Subject	Number of Matched Students	Growth Rate	Average Percentage of Target Achieved	PTA CHG PRIOR YR
<b>WATERBURY</b>	<b>Math</b>	6517	32.6%	53.8%	2.9%
<b>New Haven</b>	<b>Math</b>	7139	33.3%	53.6%	0.0%
<b>Windham</b>	<b>Math</b>	1261	35.9%	56.9%	-0.2%
<b>Bridgeport</b>	<b>Math</b>	6956	32.0%	52.6%	-1.1%
<b>New London</b>	<b>Math</b>	1133	30.9%	49.3%	-7.0%
<b>Hartford</b>	<b>Math</b>	6591	29.8%	48.9%	-8.2%
<b>New Britain</b>	<b>Math</b>	3446	24.2%	44.2%	-10.9%

# Smarter Balanced Growth 2018-2019

## All Schools Ranked by PTA Change From Prior Year

School	Subject	Growth Rate	Average Percentage of Target Achieved (PTA)	PTA CHG FROM PRIOR YR
North End	ELA	38.9%	60.7%	18.9%
Sprague	ELA	38.2%	64.0%	18.2%
H. S. Chase	ELA	42.3%	71.2%	16.6%
Margaret M. Generali	ELA	30.0%	60.4%	14.1%
West Side	ELA	34.9%	58.7%	14.1%
Carrington	ELA	39.0%	65.5%	13.8%
Michael F. Wallace	ELA	35.2%	56.9%	10.8%
Regan	ELA	35.5%	63.4%	10.1%
Driggs	ELA	35.7%	61.8%	8.0%
<b>Waterbury</b>	<b>ELA</b>	<b>34.2%</b>	<b>57.8%</b>	<b>7.0%</b>
B. W. Tinker	ELA	30.8%	56.7%	5.2%
Washington	ELA	35.3%	63.6%	4.7%
Duggan	ELA	45.0%	65.0%	4.7%
Maloney	ELA	41.2%	63.8%	3.8%
Bucks Hill	ELA	45.4%	65.4%	1.9%
Woodrow Wilson	ELA	34.5%	62.9%	1.5%
Reed	ELA	36.6%	58.3%	-1.1%
Rotella	ELA	39.0%	67.2%	-1.9%
Hopeville	ELA	20.3%	52.2%	-2.2%
Walsh	ELA	23.6%	52.3%	-3.6%
Waterbury Arts (Middle)	ELA	27.4%	44.3%	-5.2%
Gilmartin	ELA	22.5%	45.9%	-8.2%
Bunker Hill	ELA	24.2%	48.7%	-10.2%
F. J. Kingsbury	ELA	29.6%	55.9%	-11.5%
Wendell L. Cross	ELA	23.4%	48.7%	-20.1%

	Subject	Growth Rate	Average Percentage of Target Achieved (PTA)	PTA CHG FROM PRIOR YR
H. S. Chase	Math	44.0%	71.6%	16.8%
Sprague	Math	39.0%	65.8%	13.5%
North End	Math	32.6%	51.2%	12.1%
Margaret M. Generali	Math	42.0%	66.4%	9.0%
Rotella	Math	61.3%	83.6%	7.5%
Washington	Math	34.1%	68.3%	6.4%
F. J. Kingsbury	Math	40.1%	67.0%	5.0%
Michael F. Wallace	Math	29.2%	47.3%	4.9%
Maloney	Math	45.3%	70.9%	4.9%
Wendell L. Cross	Math	40.4%	67.7%	3.9%
Carrington	Math	40.9%	63.2%	3.6%
B. W. Tinker	Math	34.3%	59.6%	3.2%
<b>Waterbury</b>	<b>Math</b>	<b>32.7%</b>	<b>53.8%</b>	<b>3.1%</b>
Gilmartin	Math	34.3%	56.4%	3.1%
Bunker Hill	Math	31.1%	58.1%	1.5%
Bucks Hill	Math	35.2%	66.3%	1.4%
Driggs	Math	26.0%	55.0%	-1.2%
Woodrow Wilson	Math	27.6%	58.1%	-1.2%
Regan	Math	31.6%	57.5%	-1.3%
Hopeville	Math	31.6%	64.5%	-5.0%
Waterbury Arts (Middle)	Math	22.3%	38.1%	-5.7%
Walsh	Math	25.2%	52.9%	-5.8%
West Side	Math	20.7%	35.5%	-6.2%
Duggan	Math	35.1%	56.0%	-8.0%
Reed	Math	38.2%	57.9%	-11.0%

# SAT Background

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The Connecticut SAT (CT-SAT) replaced the Smarter Balanced Assessment in Connecticut for math and English Language Arts/Literacy for grade 11 in 2015-2016

The redesigned SAT is intended to measure achievement of the CT Core Standards

- Math
- Evidence-based reading and writing (EBRW)

The CT-SAT did not include the writing (essay) assessment

Test date was April 9, 2019 during the school day

Student scores are reported in four levels

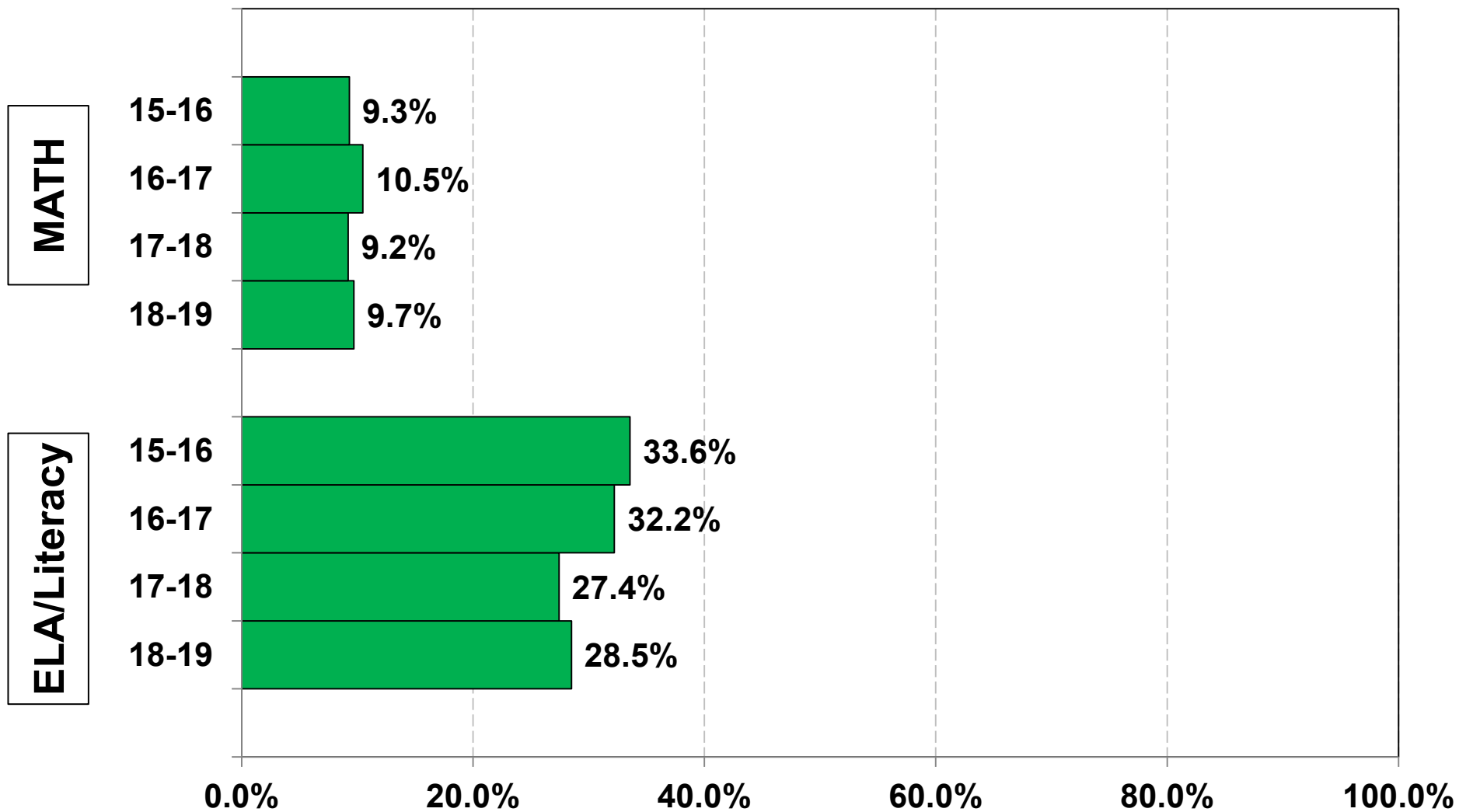
- Level 4 – Exceeds the achievement level
- Level 3 – Meets the achievement level
- Level 2 – Approaching the achievement level
- Level 1 – Does not meet the achievement level



# CONNECTICUT SAT

## District

### Percentage of Students Meeting or Exceeding the Achievement Level



# CONNECTICUT SAT 2018-2019

## DRG I – Ranked by Change From Prior Year

### Percentage of Students Meeting or Exceeding the Achievement Level

District	Subject	# Tested	% 3 or 4	CHG PRIOR YR
Hartford	ELA	981	37.4	3.5
WATERBURY	ELA	1045	28.5	1.1
Bridgeport	ELA	1064	30.1	-1.6
New Haven	ELA	1142	34.3	-2.7
New Britain	ELA	491	25.1	-4.1
New London	ELA	209	32.5	-6.7
Windham	ELA	113	27.4	

District	Subject	# Tested	% 3 or 4	CHG PRIOR YR
Windham	Math	113	17.7	7.2
Hartford	Math	980	19.5	2.7
New Britain	Math	490	12.2	1.9
WATERBURY	Math	1039	9.7	0.5
Bridgeport	Math	1062	12.6	-0.5
New London	Math	209	17.7	-1.8
New Haven	Math	1139	12.1	-4.0

# CONNECTICUT SAT 2018-2019

## All Schools Ranked by Change From Prior Year

### Percentage of Students Meeting or Exceeding the Achievement Level

School	Subject	# Tested	% 3 or 4	CHG PRIOR YR
WCA	ELA	180	58.9	11.3
Crosby	ELA	240	17.5	4.4
<b>DISTRICT</b>	<b>ELA</b>	<b>1045</b>	<b>28.5</b>	<b>1.1</b>
Wilby	ELA	221	14.9	1.1
Kennedy	ELA	281	24.2	-0.7
WAMS (High)	ELA	109	45.0	-9.6

School	Subject	# Tested	% 3 or 4	CHG PRIOR YR
Kennedy	Math	278	9.7	3.8
Crosby	Math	238	4.2	0.6
<b>DISTRICT</b>	<b>Math</b>	<b>1039</b>	<b>9.7</b>	<b>0.5</b>
WCA	Math	180	21.7	0.3
WAMS (High)	Math	109	19.3	-0.2
Wilby	Math	221	1.8	-0.5

# AP Exam Background

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The Advanced Placement Program (AP) enables willing and academically prepared students to pursue college-level studies while still in high school

The program consists of college-level courses developed by the AP Program that high schools can choose to offer and corresponding exams that are administered once a year

There are 38 AP courses in seven subject categories (not all are offered in Waterbury)

Exams are scored on a scale of 1 to 5 by college and university professors and experienced AP teachers; many U.S. colleges offer credit for AP exam scores of 3 or higher

Test dates were May 6–May 17, 2019 during the school day

## WATERBURY PUBLIC SCHOOLS

### AP EXAM RESULTS - SORTED BY CHANGE FROM PRIOR YEAR

	2014-2015		2015-2016		2016-2017		2017-2018		2018-2019		CHG PRIOR YEAR	
	# of AP Students	% Students 3+	# of AP Students	% Students 3+	# of AP Students	% Students 3+	# of AP Students	% Students 3+	# of AP Students	% Students 3+	# of AP Students	% Students 3+
<b>WCA</b>	6	33.3	57	49.1	106	36.8	159	27.0	117	35.0	-42	8.0
<b>DISTRICT</b>	<b>465</b>	<b>35.9</b>	<b>489</b>	<b>33.1</b>	<b>488</b>	<b>32.2</b>	<b>554</b>	<b>32.5</b>	<b>458</b>	<b>33.8</b>	<b>-97</b>	<b>1.3</b>
<b>Kennedy</b>	170	44.1	163	38.0	120	34.2	125	46.4	121	47.1	-4	0.7
<b>Crosby</b>	105	14.3	93	10.8	101	20.8	99	18.2	78	16.7	-21	-1.5
<b>Wilby</b>	121	27.3	104	28.8	99	25.3	84	25.0	64	23.4	-20	-1.6
<b>WAMS</b>	63	66.7	72	44.4	62	50.0	86	45.3	78	37.2	-8	-8.1
<b>State Street</b>							1	100.0				

# AP Exams by Subject 2018-2019

SUBJECT	DISTRICT		
	# EXAMS	# 3+	PASS RATE
Biology	38	5	13.2
Calculus AB	57	7	12.3
Chemistry	14	1	7.1
Comparative Government and Politics	15	6	40.0
Computer Science Principles	1	1	100.0
English Language and Composition	97	35	36.1
English Literature and Composition	58	13	22.4
Environmental Science	47	1	2.1
European History	35	14	40.0
Japanese Language and Culture	1	0	0.0
Physics 1	1	0	0.0
Psychology	69	13	18.8
Spanish Language and Culture	53	43	81.1
Statistics	34	8	23.5
Studio Art: Drawing Portfolio	3	3	100.0
United States Government and Politics	41	10	24.4
United States History	99	31	31.3
World History	55	11	20.0
TOTAL	718	202	28.1

# AP Exam Awards

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AP Scholar Awards recognize high school students who have demonstrated exemplary college-level achievement on AP Exams

- AP Scholar – scores of 3 or higher on three or more AP exams
- AP Scholar with Honor – average score of at least 3.25 on all AP Exams taken, **and** scores of 3 or higher on four or more of these exams
- AP Scholar with Distinction – average score of at least 3.5 on all AP Exams taken, **and** scores of 3 or higher on five or more of these exams

Waterbury had 41 AP Scholar Awards in 2018-2019

- Kennedy – 15 students: 11 AP Scholars, 4 AP Scholar with Honor
- WAMS – 5 students: 4 AP Scholars, 1 AP Scholar with Distinction
- WCA – 13 students: 12 AP Scholars, 1 AP Scholar with Distinction
- Wilby – 3 students: 3 AP Scholars

# Summary Highlights

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Waterbury Public School students earned the highest percentage of those meeting the achievement level since the Smarter Balanced test began in the 2014-2015 school year

The following subgroups earned their highest percentage of students meeting the achievement level since Smarter Balanced began in both ELA and Math: special education, English learners, black, Hispanic, white, and high needs



# Summary Highlights

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Twelve schools met their Every Student Succeeds Act (ESSA) annual achievement improvement target in ELA: Carrington, Chase, Driggs, Duggan, Generali, Maloney, Reed, Regan, Rotella, Sprague, Wallace, and West Side

Seven schools met their ESSA annual achievement improvement target in math: Carrington, Chase, Duggan, Maloney, Regan, Rotella, and Sprague

# Summary Highlights

---

District students earned the highest percentage of their annual targets since the inception of the growth measure in both ELA and Math

Every grade and subject improved their average percentage of target achieved from last year

Black, Hispanic, white, and high needs students all earned the highest percentage of target achieved in ELA over the four years the data has been computed

In Math, Special Education, English Learners, Black, Hispanic, and High Needs students all earned the highest percentage of target achieved over the last four years

# Summary Highlights

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The district overall, along with sixteen schools met their ESSA annual improvement goal for percentage of target achieved in ELA: Bucks Hill, Bunker Hill, Carrington, Chase, Driggs, Duggan, Hopeville, North End, Regan, Rotella, Tinker, Wallace, Walsh, Washington, West Side, and Wilson

Five schools met their ESSA annual improvement goal for percentage of target achieved in math: Chase, Rotella, Regan, Sprague, and Washington

# Summary Highlights

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Thirty-six students in the district received AP Scholar Awards

- 30 AP Scholars
- 4 AP Scholars with Honor
- 2 AP Scholars with Distinction



# BOARD OF EDUCATION

**Item #14**

## Meeting Schedule ~ 2020 -**DRAFT**

Deadline for submission of Committee Workshop Agenda Items to Superintendent/Supervisor	Committee Workshop (first Thursday of month) 5:30 p.m. (locations subject to change)	Regular Board Meeting* (third Thursday of month) 6:30 p.m. Waterbury Arts Magnet School
December 26, 2019	January 2, 2020 <i>W. Cross @ St. Joe's</i>	January 16, 2020
January 30	February 6 <i>Maloney Magnet</i>	February 20
February 27	March 5 <i>Kennedy High</i>	March 19
March 26	April 2 <i>Career Academy</i>	April 16
April 30	May 7 <i>Rotella Magnet</i>	May 21
May 28	June 4 <i>Carrington</i>	June 18
June 25	July 2 <i>WAMS Media Center</i>	July 16
July 30	August 6 <i>WAMS Media Center</i>	August 20
August 27	September 3 <i>Wallace Middle</i>	September 17
September 24	October 1 <i>Tinker</i>	October 15
October 29	November 5 <i>Wilby High</i>	November 19
November 26	December 3 <i>Regan</i>	December 17

Unless otherwise posted, Board of Education Regular Meetings are held at Waterbury Arts Magnet School, 6:30 p.m., on the **THIRD** Thursday of each month. Location changes or updates are available at the Office of the Board of Education or at its website – [www.waterbury.k12.ct.us](http://www.waterbury.k12.ct.us)

## COMMITTEE ON BUILDINGS AND SCHOOL FACILITIES

**WORKSHOP:** Thursday November 7, 2019 (State St. School)  
**BOARD MEETING:** Thursday, November 21, 2019

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 recommend approval of the use of school facilities, at no charge, by the following school organizations and/or City departments:

<b>GROUP</b>	<b>FACILITIES AND DATES/TIMES</b>
P. Caldarone	Crosby gym, café, aud.: Sat., Feb. 22 <sup>nd</sup> 8am-6ppm (NVL Jr. & High Cheer Championship & Dance Competitions) Kennedy gym: Sat., Dec. 7 <sup>th</sup> 1:00-6:00 pm (Middle School Jamboree)
C. Hagen	WSMS rm.: 12/12/19 and 5/13/20 6:30-9:30 pm (winter and spring school concerts)
V. Balsamo	Wilby aud., café, gym & NEMS café, rms.: Fri., Mar. 6 <sup>th</sup> 9am-10pm; Sat., Mar. 7 <sup>th</sup> 6:30am-10:00pm and Sun., Mar. 8 <sup>th</sup> 6:00am-10:00pm (annual Robotics event)
V. Vicenzi	Rotella café: Tues., Nov. 19 <sup>th</sup> 6:00-8:00 pm (UPSEU meeting)
M A Petrillo	Bunker Hill gym: Wed., Nov. 20 <sup>th</sup> 6:00-7:00 pm (Science Night)
R. Moffo	WAMS Atrium: Thurs. 6-7 pm Oct. to May (monthly Book Club meetings)
K. Andrush	WAMS apron stage: Dec. 5 <sup>th</sup> 7:00-8:30pm and Dec. 6 <sup>th</sup> 8:00-9:30 am (Industrial Revolution monologue)
D. Melendez	Chase gym: Wed., Nov. 13 <sup>th</sup> 5:00-7:30 pm (Fall for Reading Night) Chase gym: Thurs., Dec. 5 <sup>th</sup> 5:00-8:00 pm (Family Multicultural Night)
J. Ocasio	Kennedy aud.: Thurs. Dec. 12 <sup>th</sup> 2:30-4:30 pm (Funds for Teachers Presentation)
T. King	WAMS recital hall: Thurs., Nov. 7 <sup>th</sup> 5:00-7:00 pm (Talent Show)
Human Resources	Wilby and NEMS cafes: Sat., Dec. 7 <sup>th</sup> 8:00am-2:00pm (Police Exam)
C. Lamb	Wilby aud.: Fri., Nov. 22 <sup>nd</sup> 4:40-7:00 pm (police exam study guide)
Z. Lehtinen	WAMS recital hall: Jan. 17 <sup>th</sup> & 18 <sup>th</sup> 6:00-9:00 pm (directing class project)
M.A. Marold	NEMS media ctr.: Tues., Dec. 3 <sup>rd</sup> 6:00-7:30 pm (CABE/Governance Council) (snow date: Wed., Dec. 4 <sup>th</sup> )
C. Damon	Reed café: Thurs., Nov. 14 <sup>th</sup> 5:00-6:30 pm (Family Stem Night)

Approved

\_\_\_\_\_  
 Jason Van Stone

\_\_\_\_\_  
 Dr. Verna D. Ruffin  
 Superintendent of Schools

*Hook*

OCT 21 2019

SCHOOL PERSONNEL USE ONLY

DATE: October 16, 2019

TO: SCHOOL BUSINESS OFFICE

FROM: Paula D. Caldarone, Athletic Director

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

NAME OF SCHOOL REQUESTED: Crosby High School



Auditorium



Gymnasium



Swimming Pool



Café/Rooms

DATES REQUESTED: 2/22/20

FROM: 8:00am

TO: 6:00pm

FOR THE FOLLOWING PURPOSES:

NVL High Cheer Championship and Jr. NVL Cheerleading and Dance Competition

Paula D.  
Caldarone

\_\_\_\_\_  
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.

NOV - 5 2019

SCHOOL PERSONNEL USE ONLY

DATE: 10/24/19

TO: SCHOOL BUSINESS OFFICE

FROM: Paula Caldarone, Athletic Director Waterbury Middle Schools

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

NAME OF SCHOOL REQUESTED: Kennedy

☐

Auditorium

☒

Gymnasium

☐

Swimming Pool

☐

Café/Rooms

DATES REQUESTED: Saturday December 7, 2019

FROM: 1:00 am/pm TO: 6:00 am/pm

FOR THE FOLLOWING PURPOSES:

Waterbury Middle Schools' Basketball Jamboree

*Paula D. Caldarone, AD*  
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.

W.I. Need

Scoreboard

Table

Sound System



*Book*

SCHOOL PERSONNEL USE ONLY

OCT 21 2019

Date: Oct. 21, 2019  
TO: business office.  
FROM: Westside middle school.

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

NAME OF SCHOOL REQUESTED: West side middle school

☒ Auditorium      ☐ Gymnasium      ☐ Swimming Pool      ☐ Café

DATES REQUESTED: Dec. 12, 2019, May 13, 2020

Time: 6<sup>30</sup> - 9<sup>30</sup> pm

FOR THE FOLLOWING PURPOSES:

concerts (choir, band, dance)

Christine Hagen.  
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 police and fire headquarters.

SCHOOL PERSONNEL USE ONLY

OCT 17 2019

DATE: 10-17-19

TO: SCHOOL BUSINESS OFFICE

FROM: \_\_\_\_\_

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR USE OF SCHOOL FACILITIES (AFTER REGULAR SCHOOL HOURS) AS FOLLOWS:

NAME OF SCHOOL REQUESTED: Wilby and NEMS

☒ AUDITORIUM ☒ GYMNASIUM ☐ SWIMMING POOL ☒ CAFE/ROOMS

DATES REQUESTED: March 6<sup>th</sup> - March 7<sup>th</sup> - March 8<sup>th</sup>

FROM \_\_\_\_\_ am/pm TO \_\_\_\_\_ am/pm

FOR THE FOLLOWING PURPOSES:

Annual Robotics Event.

Vincent

Batsano

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 police and fire headquarters.

March 6<sup>th</sup> 9 AM - 10 PM

March 7<sup>th</sup> 6<sup>30</sup> AM - 10 PM

March 8<sup>th</sup> 6<sup>30</sup> AM - 10 PM

OCT 18 2019

SCHOOL PERSONNEL USE ONLY

DATE: 10-15-19

TO: SCHOOL BUSINESS OFFICE

FROM: Valerie Vicenzi

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

NAME OF SCHOOL REQUESTED: Rotella cafe

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: Nov 19, 2019

FROM: 6 am/pm TO: 8 am/pm

FOR THE FOLLOWING PURPOSES:

Union meeting

(UPSEU)

Valerie Vicenzi  
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

OCT 18 2019

DATE: 10/18/19

TO: SCHOOL BUSINESS OFFICE

FROM: MaryAnn Petrillo Parent Liaison

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

NAME OF SCHOOL REQUESTED: Bunker Hill

☐ Auditorium

☒ Gymnasium

☐ Swimming Pool

☐ Cafeteria/Rooms

DATES REQUESTED: November 20<sup>th</sup> 2019

FROM: 6 am/pm TO: 7 am/pm

FOR THE FOLLOWING PURPOSES:

Science Night

MaryAnn Petrillo  
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.

Cancel BHS

OCT 21 2019

*Book*SCHOOL PERSONNEL USE ONLYDATE: 10-15-19

TO: SCHOOL BUSINESS OFFICE

FROM:

Rosemarie Moffo

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

NAME OF SCHOOL REQUESTED: Waterbury Arts Magnet School☐

Auditorium

☐

Gymnasium

☐

Swimming Pool

☒

Café/Rooms

Atrium, LibraryDATES REQUESTED: 10/24, 11/21, 12/19, 1/23, 2/20, 3/26, 4/23, 5/28 -ThursdaysFROM: 6:00

am/pm

TO: 7:00

am/pm

FOR THE FOLLOWING PURPOSES:"Enlightening the Mind" Monthly Book ClubRosemarie Moffo  
APPLICANTPlease 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.

OCT 21 2019

SCHOOL PERSONNEL USE ONLYDATE: 10-15-19

TO: SCHOOL BUSINESS OFFICE

FROM: Kyle Ondark WAMS

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

NAME OF SCHOOL REQUESTED: WAMS☒ Aprm Stage☐ Auditorium☐ Gymnasium☐ Swimming Pool☐ Café/Rooms

DATES REQUESTED: December 5th, December 6th  
Dec 5 7-~~8~~pm Dec 5th 8:30pm  
FROM: Dec 6 8-9am/pm TO: Dec 6th 9:30 am/pm  
ad am

FOR THE FOLLOWING PURPOSES:

Industrial Revolution Monologue Performance

KLA  
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.

OCT 22 2019

SCHOOL PERSONNEL USE ONLY

DATE: 10/22/19

TO: SCHOOL BUSINESS OFFICE

FROM: Doreen Melendez

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

NAME OF SCHOOL REQUESTED: Chase

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: November 13, 2019

FROM: 5 am/pm TO: 730 am/pm

FOR THE FOLLOWING PURPOSES:

Fall for Reading Night

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.

C:\Users\mazzeland\Documents\SCHOOL reservation form.doc

Doreen Melendez

SCHOOL PERSONNEL USE ONLY

DATE: 10/30/19

TO: SCHOOL BUSINESS OFFICE

FROM: Doreen Melendez

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

NAME OF SCHOOL REQUESTED: Chase

☐ Auditorium

☒ Gymnasium

☐ Swimming Pool

☐ Caf /Rooms

DATES REQUESTED: December 5, 2019

FROM: 5 am/pm TO: 8 am/pm

FOR THE FOLLOWING PURPOSES:

Family Multiculture Night

D. Melendez  
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.



OCT 30 2019

SCHOOL PERSONNEL USE ONLY

DATE: 10/30/19

TO: SCHOOL BUSINESS OFFICE

FROM: Jessica Ocasio

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

NAME OF SCHOOL REQUESTED: Kennedy High School

☒ Auditorium      ☐ Gymnasium      ☐ Swimming Pool      ☐ Café/Rooms

DATES REQUESTED: December 12, 2019

FROM: 2:30 am ☐ pm ☒ TO: 4:30 am ☐ pm ☒

FOR THE FOLLOWING PURPOSES:

Funds for Teachers Presentation  
\_\_\_\_\_  
\_\_\_\_\_

Jessica Ocasio  
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.

OCT 23 2019

SCHOOL PERSONNEL USE ONLYDATE: 11-7-19

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS. Tracy King

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

NAME OF SCHOOL REQUESTED: WAMS - Recital Hall☐

Auditorium

☐

Gymnasium

☐

Swimming Pool

☐

Café/Rooms

DATES REQUESTED: 11-7-19FROM: 5am 6TO: 7am 8FOR THE FOLLOWING PURPOSES:Talent Show

APPLICANT

Tracy KingPlease 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.

Book

OCT 25 2019

# SCHOOL PERSONNEL USE ONLY

DATE: October 24, 2019

TO: SCHOOL BUSINESS OFFICE

FROM: Cherrie Lamb, Human Resources

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

NAME OF SCHOOL REQUESTED: WILBY HIGH SCHOOL & NORTH END MIDDLE SCHOOL - Both Cafeterias

☐ Auditorium/Theater Arts    ☐ Gym    ☐ Swimming Pool    ☒ Café/Rooms

DATES REQUESTED: Saturday, December 7, 2019

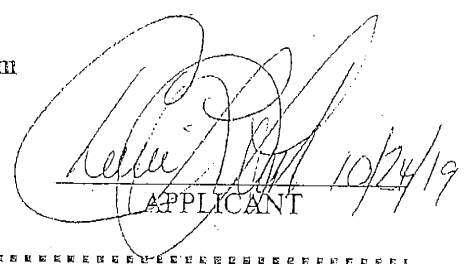
FROM: 8:00 ☒/pm    TO: 2:00 am ☒

## FOR THE FOLLOWING PURPOSES:

- Police Officer Written Exam
- Expecting approximately 400 applicants throughout the day
- Microphone and two 6 foot tables needed in each café
- Six additional 6 foot table needed in Wilby Café. *(to make-up candidate seating)*

**\*\*\*\*\*SCHOOL PERSONNEL USE ONLY\*\*\*\*\***

➤ HR will set up Friday, December 6<sup>th</sup> after 3:00pm

  
APPLICANT

\*\*\*\*\*SCHOOL PERSONNEL USE ONLY\*\*\*\*\*

## 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.

*Book*

SCHOOL PERSONNEL USE ONLY

OCT 29 2019

DATE: October 24, 2019

TO: SCHOOL BUSINESS OFFICE

FROM: Cherrie Lamb, Human Resources

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

NAME OF SCHOOL REQUESTED: WILBY HIGH SCHOOL Auditorium

☒ Auditorium/Theater Arts    ☐ Gym    ☐ Swimming Pool    ☐ Café/Rooms

DATES REQUESTED: Friday, November 22, 2019

FROM: 4:30 am

TO: 7:00 am

FOR THE FOLLOWING PURPOSES:

- ~~Firefighter~~ Study Guide In-Service
- Expecting approximately 50-150 applicants
- Session Begins at 5:00pm

~~NOVEMBER 22, 2019~~

*[Signature]*  
APPLICANT 10/29/19

\*\*\*\*\*

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.

001 23 2019

SCHOOL PERSONNEL USE ONLYDATE: 10/8

TO: SCHOOL BUSINESS OFFICE

FROM: Waterbury Arts  
Magnet School

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

NAME OF SCHOOL REQUESTED: Waterbury Arts Magnet  
Recital School

Auditorium



Gymnasium



Swimming Pool



Café/Rooms

DATES REQUESTED: 10/17/20 + 10/18/20FROM: 6:00 am/pmTO: 9:00 am/pmFOR THE FOLLOWING PURPOSES:Directing Class ProjectZack Lehtinen  
APPLICANTPlease 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.

*Handwritten initials*

SCHOOL PERSONNEL USE ONLY

NOV - 4 2019

DATE:  
November 1, 2019

TO: SCHOOL BUSINESS OFFICE

FROM: Mary Ann Marold Education Liaison to Government Business and Community

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

NAME OF SCHOOL REQUESTED: North End Middle School

☒ Library/Media Center      ☐ Gymnasium      ☐ Swimming Pool  
☐ Café/  
Auditorium

DATES REQUESTED: Tuesday December 3, 2019 ( Snow Date Wednesday December 4, 2019)

FROM: 6:00p.m. TO: 7:30 p.m. /

FOR THE FOLLOWING PURPOSES:

CABE and the Waterbury Public Schools will provide Module Training for 28 School Governance Councils on " The Basics- What Every School Governance Member Needs to Know". Childcare will be provided. Equipment needed is a podium, screen, laptop and projector prior to discussion. This will allow members of the 28 School Governance Councils to gain information and ask questions..

Mary Ann Marold  
Education Liaison to  
Government, Business and  
Community  
APPLICANT

*Handwritten signature of Mary Ann Marold*

# SCHOOL PERSONNEL USE ONLY

NOV - 4 2019

DATE: 11/4/19.

TO: SCHOOL BUSINESS OFFICE

FROM: Cristina Dumas, parent liaison

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

NAME OF SCHOOL REQUESTED: Reed Elementary

Auditorium



Gymnasium



Swimming Pool



Café/Rooms

DATES REQUESTED: 11/14/19.FROM: 5:00

am/pm

TO: 6:30

am/pm

FOR THE FOLLOWING PURPOSES:

Family Stem Night - Parent Science  
Parent + Student Workshops.

Cristina Dumas  
 APPLICANT Reed.

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.

## COMMITTEE ON BUILDINGS AND SCHOOL FACILITIES

**WORKSHOP:** Thursday, November 7, 2019 (State St. School)  
**BOARD MEETING:** Thursday, November 21, 2019

**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.**

<b>GROUP</b>	<b>FACILITIES AND DATES/TIMES</b>
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**REQUESTING WAIVERS:**

Wtby. Knights	Crosby gym, aud.: Sunday, Nov. 17 <sup>th</sup>	8:00am-5:00pm
S. Clements	(Cheerleading competition)	(\$840.)
P.A.L.	Reed gym: 12/9 – 3/14/20 Sat.	8:30am – 7:00 pm and
Ofc. R. Bessette	Sun. 10:30 am-noon & 3:00-8:00 pm	(\$12,368.)
	Sprague gym: Sat. & Sun. 12/9 – 3/14/20	8:30 am – 2:00 pm
	(basketball program)	(\$7,644.)
Knights of Lithuania	W.Cross gym: Sun., Nov. 17 <sup>th</sup>	11:00am-12:15pm meeting
M. Warren		(\$94.50)
Wtby. Ballers	Bucks Hill gym: Sat. & Sun., Nov. 23 <sup>rd</sup> & 24 <sup>th</sup>	10am – 4pm
T. Lott	(basketball clinic)	(\$588.)

**GROUPS NOT SUBJECT TO FEES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:**

Hoops 4 Life	Reed gym: weekdays 11/26 – 2/27	5:30-8:00 pm
D. Fryer	West Side gym: Fridays 11/22 – 2/28/20	5:00-9:00 pm
	(basketball programs)	
P.A.L.	Bucks Hill gym: Mon., Wed., Fri.	12/9 - 3/14/20 6-9 pm
Ofc. R. Bessette	Driggs gym: Mon., Wed., Fri.	12/9 - 3/14/20 6-9 pm
	Maloney gym: Mon., Wed., Fri.	12/9 – 3/14/20 6-9 pm
	Reed gym Mon, Wed., Fri.	12/9 – 3/14/20 6-9 pm
	Sprague gym Mon. thru Fri.	12/9 – 3/14/20 6-9 pm
	Walsh gym Mon., Thurs. Fri.	12/9 – 3/14/20 6-9 pm
	Wilson gym Wed. & Thurs.	12/9 – 3/14/20 6-9 pm
	West Side gym Tuesdays	12/9 – 3/14/20 6-9 pm
YMCA	Crosby track: Wed. 11/6 & 11/20	6:00-7:00 pm
M. Lennon	(practice runs on track)	



**MONIES COLLECTED TO DATE:**

**\$ 23,641.10**

**Approved:**

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**Jason Van Stone**

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**Dr. Verna D. Ruffin**  
**Superintendent of Schools**

**These activities are completed and have been billed:**

Wild About Dance  
Triple Threat Dance

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

001 15 2019

CONTRACT#

APPLICANT Shengquiao Clements NAME OF ORGANIZATION Willy Knights  
ADDRESS 129 Washington St. Waterbury CT 06706 TELEPHONE # 203-519-3700  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Crosby DATES 11/17/19 ROOM(S) Gym, Auditorium  
OPENING TIME 8 CLOSING TIME 5 PURPOSE Cheer Comp  
ADMISSION (if any) \$7.00 CHARGE TO BE DEVOTED TO Q  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 100 CHILDREN 100  
SIGNATURE OF APPLICANT Shengquiao Clements DATE 10/14/19  
PERSON(S) NAME, ADDRESS & 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. SC (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

\$42/HR plus 1 HR service (\$840)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT \$

INSURANCE COVERAGE

YES

NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452

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 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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.

White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

USE OF SCHOOL FACILITIES  
WAIVER REQUEST  
(to be submitted with a Building Permit)



APPLICANT/ORGANIZATION: Wyby Knights

Please check below specific item(s):

Building Usage Fees ☐

Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Crosby; Gym, Auditorium, Cafe

DATE(S): 11/17/19

TIMES: 10-5

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

10/14/19  
Date

Sacramento  
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$ \_\_\_\_\_  
Building Usage Fees

\$ \_\_\_\_\_  
Custodial Fees

\$ \_\_\_\_\_  
Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk, Board of Education

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# 007 21 2019

APPLICANT Ryan Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Reed DATES 12/9-3/14/20 ROOM(S) Gym  
\* OPENING TIME see below CLOSING TIME \_\_\_\_\_ PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/cm DATE 10-25-19  
PERSON(S) NAME, ADDRESS & 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. \_\_\_\_\_ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \$42/hr plus 1 hr service (\$12,368)  
RENTAL FEES: \_\_\_\_\_  
MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452

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 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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.

USE OF SCHOOL FACILITIES  
WAIVER REQUEST  
(to be submitted with Building Permit)



APPLICANT/ORGANIZATION: P.A.L.

Please check below specific item(s):

Building Usage Fees ☐

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Reed

DATE(S): Saturday

TIMES: 8<sup>30</sup> AM - 7pm 7350.

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): Sunday

TIMES: 10<sup>30</sup> AM - NOON 1470.

DATE(S): 11

TIMES: 3pm - 8pm 3528.

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

10-25-19  
Date

Ryan Bessette  
Signature

8m

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$ \_\_\_\_\_  
Building Usage Fees

\$ 12,368  
Custodial Fees

\$ \_\_\_\_\_  
Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk, Board of Education

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# 001 21 0019

APPLICANT RYAN BESSETTE NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Sprague DATES 12/9-3/14/20 ROOM(S) Gym  
OPENING TIME 8:30 AM CLOSING TIME 2:00 PM PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/cm DATE 10-25-19  
PERSON(S) NAME, ADDRESS & 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. \_\_\_\_\_ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \$42/HR. plus 1 HR SERVICE (#7,644)

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

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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).

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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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.

USE OF SCHOOL FACILITIES  
WAIVER REQUEST  
(to be submitted with State Building Permit)



APPLICANT/ORGANIZATION: \_\_\_\_\_

P.A.L.

Please check below specific item(s):

Building Usage Fees ☐

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: \_\_\_\_\_

Sprague

DATE(S): Saturdays

TIMES: 8<sup>30</sup> AM - 2<sup>00</sup> PM

DATE(S): Sundays

TIMES: 8<sup>30</sup> AM - 2<sup>00</sup> PM

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

10-25-19

Date

Ryan Bessette

Signature

8m

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$

Building Usage Fees

\$

7,644.  
Custodial Fees

\$

Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of \_\_\_\_\_

ATTEST: \_\_\_\_\_

Clerk, Board of Education

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

OCT 29 2019

CONTRACT#

APPLICANT Marlene Warren NAME OF ORGANIZATION Knight of Lithuania C-7  
ADDRESS 85 Green St, Waterbury CT 06706 TELEPHONE # 860-620-9173  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED St Joseph's DATES 11/17/2019 ROOM(S) Cyn  
OPENING TIME 11:00am CLOSING TIME 12:15 pm PURPOSE Monthly meeting  
ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO 0  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 20 CHILDREN 0  
SIGNATURE OF APPLICANT Marlene Warren DATE 10/29/2019

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Linus Balsys, President, 85 Green St, Waterbury, CT 06706 203-241-3695

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. MBW (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

\$42/HR plus 1 HR service (\$94.50)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452

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 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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.

White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian



USE OF SCHOOL FACILITIES  
WAIVER REQUEST  
(to be submitted with a Building Permit)



APPLICANT/ORGANIZATION: Knights of Lorraine CT

Please check below specific item(s):

Building Usage Fees ☒

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Wentworth Cross / St. Joseph's Gymnasium

DATE(S): 11/17/2019

TIMES: 11:00 am - 12:15 pm

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

10/27/2019

Date

Michael B. Jan

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$ \_\_\_\_\_  
Building Usage Fees

\$ 94.50  
Custodial Fees

\$ \_\_\_\_\_  
Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of \_\_\_\_\_

ATTEST \_\_\_\_\_  
Clerk, Board of Education

NOV - 5 2019

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

APPLICANT Terence Lott NAME OF ORGANIZATION Waterbury Ballers  
ADDRESS 25 Girard Ave Waterbury CT 06704 TELEPHONE # 203-5509-4757  
(street) Bucks (city) (state) (zip code)  
SCHOOL REQUESTED Hill School DATES 11/23 - 11/24 ROOM(S) Gym  
OPENING TIME 10 AM CLOSING TIME 4 PM PURPOSE Basketball Clinics  
ADMISSION (if any) CHARGE TO BE DEVOTED TO  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 20 CHILDREN 75  
SIGNATURE OF APPLICANT Terence Lott DATE 11/19/18  
PERSON(S) NAME, ADDRESS & 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. TR (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \$42/HR plus 1 HR set up  
RENTAL FEES:  
MISCELLANEOUS FEES:

SECURITY DEPOSIT \$ INSURANCE COVERAGE YES NO

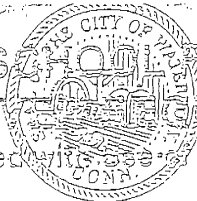
PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.  
A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)  
IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452  
CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: A 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 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)  
PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.  
IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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.

USE OF SCHOOL FACILITIES  
WAIVER REQUEST  
(to be submitted with 300-7 Building Permit)



APPLICANT/ORGANIZATION: W4by Builders

Please check below specific item(s): TERENCE LOTT

Building Usage Fees ☐

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Buck Hall

DATE(S): 11/23 - 11/24

TIMES: 10 AM - 4 PM

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

DATE(S): \_\_\_\_\_

TIMES: \_\_\_\_\_

11-5-19  
Date

[Signature]  
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$ \_\_\_\_\_  
Building Usage Fees

\$ 500  
Custodial Fees

\$ \_\_\_\_\_  
Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk, Board of Education

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

OCT 17 2019

APPLICANT DEWEEN Fryer NAME OF ORGANIZATION Hoop & Life, Inc.

ADDRESS 232 N. Elm Street Wby CT 0702 TELEPHONE # 203 597-4340  
(street) (city) (state) (zip code)

SCHOOL REQUESTED Reed DATES see attachment ROOM(S) Gym

OPENING TIME 5p CLOSING TIME 9p PURPOSE basketball practice/game

ADMISSION (if any) none CHARGE TO BE DEVOTED TO none

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 10 CHILDREN 10

SIGNATURE OF APPLICANT Deween Fryer DATE Oct 11-19

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \*

65 Cables Ave Wby CT 06702 (203) 232-4578

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 \$ \_\_\_\_\_ INSURANCE COVERAGE \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE).

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452

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 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

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IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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.

SCHOOL/ROOMS REQUESTED: Gym - Reed

DATE(S): 11/26

TIMES: 5:30 - 9p

DATE(S): Dec 3, 5, 10, 12

TIMES: 5:30 9p

DATE(S): 17, 19,

TIMES: 5:30 9p

DATE(S): Jan 7, 9, 14, 16, 21,

TIMES: cc cr

DATE(S): 23, 28, 30,

TIMES: cc cr

DATE(S): Feb 4, 6, 11, 13, 18, 20

TIMES: cc cr

25, 27,

Oct 11-12  
Date

[Signature]  
Signature

10:55  
Chairs

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# OCT 28 2019

APPLICANT DEWEEN FRICK NAME OF ORGANIZATION Hopville, Inc.

ADDRESS 232 N. Elm Street Wby CT 0702 TELEPHONE # 203 597-4348  
(street) WEST (city) (state) (zip code)

SCHOOL REQUESTED SIDE DATES 11-22 to 2-28 ROOM(S) Gym

OPENING TIME 5pm CLOSING TIME 9pm PURPOSE Basketball practice / game

ADMISSION (if any) None CHARGE TO BE DEVOTED TO None

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 10 CHILDREN 10

SIGNATURE OF APPLICANT Deween Frick DATE 10-28-19

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \*

65 CABLES Ave Wby CT 06700 (203) 232-4578

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 \$ INSURANCE COVERAGE YES NO

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APPROVAL DATE SCHOOL BUSINESS OFFICE

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DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# 007 21 0019

APPLICANT Ryan Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) BUCKS (city) (state) (zip code)  
SCHOOL REQUESTED HILL DATES 12/9 - 3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/cm DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \_\_\_\_\_

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

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DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# 001 21 2019

APPLICANT Ryan Besette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED DRIGGS DATES 12/13-3/14 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) — CHARGE TO BE DEVOTED TO —  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Besette/cm DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

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APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE

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DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# OCT 21 2019

APPLICANT RYAN Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Maloney DATES 12/9 - 3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) — CHARGE TO BE DEVOTED TO —  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/cm DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

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DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# OCT 21 2019

APPLICANT Ryan Besette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Reed DATES 12/9-3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Besette DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \_\_\_\_\_

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE YES \_\_\_\_\_ NO \_\_\_\_\_

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APPROVAL DATE \_\_\_\_\_

SCHOOL BUSINESS OFFICE \_\_\_\_\_

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White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# 001 21 2019

APPLICANT Ryan Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-392  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Sprague DATES 12/9-3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/em DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \_\_\_\_\_

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

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APPROVAL DATE \_\_\_\_\_

SCHOOL BUSINESS OFFICE \_\_\_\_\_

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## DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT

## SCHOOL BUSINESS OFFICE

235 GRAND ST., WATERBURY, CT 06702

CONTRACT#

USE OF BUILDING PERMIT

TYPE OR USE PEN AND PRESS FIRMLY

OCT. 21 2019

APPLICANT Ryan Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Walsh DATES 12/9-3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/em DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \_\_\_\_\_

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE 1 YES \_\_\_\_\_ NO \_\_\_\_\_PLEASE READ THE FOLLOWING CAREFULLY

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SCHOOL BUSINESS OFFICE \_\_\_\_\_

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DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT#

OCT 21 2019

APPLICANT Ryan Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Wilson DATES 12/9-3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette / em DATE 10-25-19  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: \_\_\_\_\_

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RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE ☒ YES ☐ NO

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APPROVAL DATE \_\_\_\_\_  
SCHOOL BUSINESS OFFICE

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White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT  
SCHOOL BUSINESS OFFICE  
236 GRAND ST., WATERBURY, CT 06702  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# OCT 21 2019

APPLICANT Ryan Bessette NAME OF ORGANIZATION P.A.L.  
ADDRESS 64 Division St 06704 TELEPHONE # 203-346-3921  
(street) West (city) (state) (zip code)  
SCHOOL REQUESTED Side DATES 12/9-3/14/20 ROOM(S) Gym  
OPENING TIME 6pm CLOSING TIME 9pm PURPOSE Basketball Program  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20  
SIGNATURE OF APPLICANT Ryan Bessette/em DATE 10-25-19  
PERSON(S) NAME, ADDRESS & 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. \_\_\_\_\_ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE 1 YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452

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 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

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  
USE OF BUILDING PERMIT  
TYPE OR USE PEN AND PRESS FIRMLY

OCT 25 2019

APPLICANT Greater Waterbury YMCA NAME OF ORGANIZATION YMCA  
ADDRESS 136 West Main Street 06702 TELEPHONE # 203-754-9622  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Crosby HS DATES 11/6 and 11/20/19 ROOM(S) Track Meghan = Ext 155  
OPENING TIME 6:00AM CLOSING TIME 7:00PM PURPOSE Run practice on track  
ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO YMCA  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 15 CHILDREN 0  
SIGNATURE OF APPLICANT Meghan Lennon DATE 10/25/19

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Coach Mario Vazquez 860-357-8890

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. ML (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED 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. 574-6963 FIRE DEPT. 597-3452

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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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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.

White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

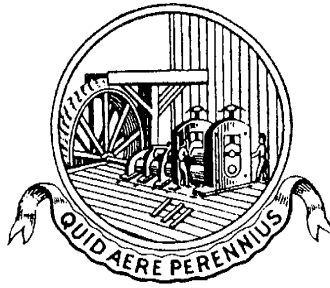
We'll need the  
lights on the  
Track - Thank-  
you!

# Communications



Packet week ending: 11/5/19





236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**

*Department of Human Resources*  
Office of the Civil Service Commission

October 10, 2019

Miriam Huertas  
739 Oronoke Rd.  
Waterbury, CT 06708

Dear Ms. Huertas:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Administrative Associate I @ Kingsbury Elementary School (Req. #2020094) at \$14.768 per hour. Please Erik Brown, Principapl @ Kingsbury Elementary School at (203) 574-8172 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 17, 2019 at 9:00 a.m. at the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 October 18, 2019 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. 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.***

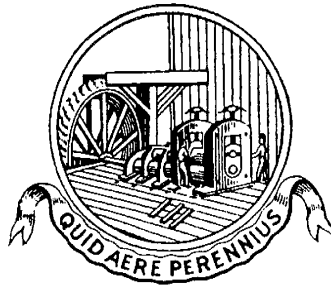
Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Erik Brown, Principal @ Kingsbury  
file



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**  
*Department of Human Resources*  
Office of the Civil Service Commission

October 15, 2019

Monica Serrano  
11 Polk Ave.  
Waterbury, CT 06708

Dear Ms. Serrano:

We are pleased to receive your acceptance of our offer of employment for the position of Office Aide for the Education Department – Driggs Elementary School (Requisition #2020202) at \$11.00 per hour.

We have scheduled your orientation for Thursday, October 17, 2019 at 9:00 a.m. at the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to Driggs Elementary School will be October 18, 2019 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.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the SEIU contract for other available fringe benefits by visiting our website at [www.waterburyct.org](http://www.waterburyct.org).

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

We look forward to working with you.

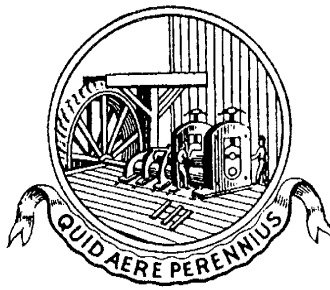
Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc: Board of Education  
Michael Theriault, Principal @ Driggs  
Dr. Ruffin, Supt. of Schools  
file



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**  
*Department of Human Resources*  
Office of the Civil Service Commission

October 15, 2019

Chaileen Rodriguez-Perez  
187 Northridge Dr., Apt. #8  
Waterbury, CT 06708

Dear Ms. Rodriguez-Perez:

We are pleased to receive your acceptance of our offer of employment for the position of Lunchroom Aide @ Bunker Hill Elementary School for the Department of Education – Food Service (Requisition #2019688) at \$11.00 per hour.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the CSEA – LOCAL 2001 contract for other available fringe benefits by visiting our website at [www.waterburyct.org](http://www.waterburyct.org).

We have scheduled your orientation for Thursday, October 17, 2019 at 9:00 a.m. at the Department of Human Resources, 236 Grand Street, Room 202, 2<sup>nd</sup> Floor 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 October 18, 2019 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.

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

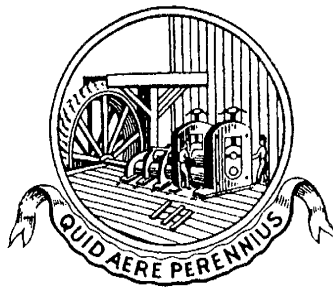
We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc: Board of Education  
Dr. Ruffin, Supt. of Schools  
Linda Franzese, Food Serv. Director  
File



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**  
*Department of Human Resources*  
Office of the Civil Service Commission

October 15, 2019

Alexi Pittman  
83 Moran St.  
Waterbury, CT 06704

Dear Ms. Pittman:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional @ State Street School (Req. #2020259) at \$16.68 per hour. Please contact Melissa Baldwin, Director of Special Education at (203) 574-8017 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 17, 2019 at 9:00 a.m. in the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 October 18, 2019 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. 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,

Jennifer Palazzo

Human Resources Generalist

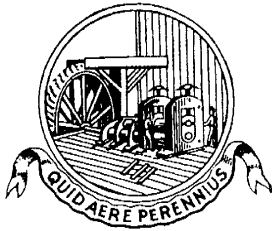
JP/sd

cc Board of Education

Dr. Ruffin, Supt. of Schools

Melissa Baldwin, Director of Special Educ

file



The City of Waterbury  
**Connecticut**  
*Department of Human Resources*  
Office of the Civil Service Commission

236 Grand Street  
Waterbury, CT 06702  
203-574-6761 Phone  
203-574-8087 Fax

October 17, 2019

Cynthia Leonard  
22 Brookview Ave.  
Waterbury, CT 06706

Dear Ms. Leonard:

Congratulations, you have been selected for employment with the City of Waterbury for the position of School Secretary – Education Department (REQ #2019007) at Woodrow Wilson Elementary School starting compensation will be \$20.35 per hour. In addition, as a White Collar employee, you may be eligible for benefits. Please visit our website at [www.waterburyct.org](http://www.waterburyct.org) for more information and a recent copy of your union contract.

This is a conditional offer pending satisfactory results of the pre-employment process. This process includes a urine drug screen, administered by Concentra Medical Services, which must be completed within 48 hours of the initial offer of the position by the Human Resources/Civil Service Department and a background fingerprint record check. If you do not adhere to the specified instructions, you will no longer be eligible for certification for the above mentioned position and your conditional offer will be rescinded.

Please provide the following items, which are necessary for completing your pre-employment requirements for the final certification:

- Three employment references
- Verification of all employment listed on your signed application
- New employment paperwork
- Identification needed to satisfy the Federal I9 requirement
- Proof of residency (Waterbury residents only)
- Fingerprint packet with money order or bank check (certain fees apply)
- National Criminal Background Check
- DCF background check (if applicable)
- ESSA requirement (if applicable)

You will be initially certified to this position when you have successfully passed all of the above mentioned pre-employment requirements. Once the Human Resources/Civil Service Office receives and verifies the above information, you will be contacted regarding your start date.

Please note, under the Civil Service Rules and Regulations, your name will be removed from the eligibility list if you decline this offer of appointment unless within three days of the date of this letter you furnish satisfactory evidence justifying your decision. Please call the Civil Service Office at (203) 574-6761 with any questions that you may have.

Sincerely,

  
Cherrie L. Lamb  
Senior Human Resources Generalist

CLL/sd

cc: Board of Education  
Dr. Ruffin, Supt. of Schools  
Jennifer Rosser, Principal @ W. Wilson Elem Schl



# Connecticut Association of Boards of Education

Vincent A. Mustaro, Senior Staff Associate for Policy Services

## PRESENTS POLICY HIGHLIGHTS

October 18, 2019

Volume 19 – Issue #9

**Sharp Increase Noted in E-Cigarette Use Among Teens:** A survey in *The New England Journal of Medicine* showed that the rates of e-cigarette use among 8<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> grade students in the U.S. rose by more than twofold in each group between 2017 and 2019. More than one-fourth of 12<sup>th</sup> graders and more than one-fifth of 10<sup>th</sup> graders said they'd vaped within the past month, along with 1 in 11 eighth-graders. The increased use has occurred despite national campaigns warning of the dangers. It appears that such campaigns to curb e-cigarette use among minors are not working.

The new data comes amid a spate of illnesses linked to vaping that has killed 7 people. Experts in substance abuse say the new statistics make it clear that vaping is a public health crisis. "These products introduce the highly addictive chemical nicotine to these young people and their developing brains, and I fear we are only beginning to learn the possible health risks and outcomes for youth," Dr. Nora Volkow, Director of the National Institute on Drug Abuse, said in a statement.

Source: "Teenage Vaping Rises Sharply Again this Year," by Sheila Kaplan, *New York Times*, September 18, 2019, updated October 8, 2019.

**Policy Implications:** The recent session of the General assembly passed P.A.19-13 which raised the legal age for the purchase of all tobacco products, including e-cigarettes and vapor products from 18 to 21 years of age. The Act also prohibits the use of such products on all school property, indoors and outdoors at all times. CABE policy #1331, "Smoke Free Environment" pertaining to the use of tobacco products and e-cigarettes and vapor products has been revised to reflect this legislation.

Commissioner of Education, Dr. Miguel A. Cardona, issued a memorandum to school superintendents, dated October 10, 2019, pertaining to this growing problem. This memorandum, and a listing of available resources can be accessed at:

[https://portal.ct.gov/-/media/SDE/Digest/2019-20/Dangers\\_of\\_E-cigarettes\\_and\\_Subsequent\\_Changes\\_to\\_CT\\_Tobacco\\_Statutes.pdf?la=en](https://portal.ct.gov/-/media/SDE/Digest/2019-20/Dangers_of_E-cigarettes_and_Subsequent_Changes_to_CT_Tobacco_Statutes.pdf?la=en)

The Commissioner urges districts to share his memorandum and its attached resources with all members of the school community. He also recommends the entire school community engage in a comprehensive, districtwide approach to tobacco-use preventions efforts. Tobacco use prevention can also be addressed through comprehensive health education.

**School Absenteeism Called Hidden Education Crisis:** Raising the risk of poor school performance and dropping out, more than 8 million children are chronically absent, missing 15 or more school days each year. This is approximately one in every six students. This hidden education crisis is even more widespread for families living with incomes below the federal poverty line, with the percentage of students missing a month or more of school nearly doubling to one in every three.

The reasons for absenteeism vary, but, the most common factors cited that fuel chronic absenteeism are: student health, too much time spent on passive technology (video games and other screen time), lack of internet access at home for homework and positive connections to the world, eating, physical activity, emotional intelligence for connectedness, and being unable to access the level of learning (instruction that is too high or too low).

Schools play critical roles in promoting the health and safety of young people and helping them establish lifelong healthy behaviors that can address these issues. Nationwide, parents struggle with getting their kids access to the health care they need at a cost they can afford. Many children living in poverty have inadequate health insurance, live in medically underserved communities and have limited access to medical professionals. A high percentage of students in underserved communities are on Medicaid.

A lack of social support, whether communal, societal or familial, can fuel difficulty adhering to healthy behaviors and trigger psychological processes, such as depression, and biological processes, such as increased inflammation and reduced immune functions. These conditions keep students out of school and can result in poor academic performance.

Regarding nutrition, students eat as many as two out of three meals at school, making schools the epicenter of student health needs. Insufficient food intake and deficits in specific nutrients are associated with lower academic performance, higher rates of absenteeism, a greater likelihood of repeating a grade, and less ability to focus on learning. Good nutrition is vital to concentration and focus. Free and reduced-price breakfast, lunch and snacks are offered to families who qualify.

Meeting these basic needs can help students learn and grow beyond the school day. Offering support at home can also help a student feel less ostracized from his or her peers and contribute to overall good health.

Internet availability is crucial as well. There is a consistent pattern of better performance in reading, mathematics and science for students with internet access at home. Home internet is also connected to improved student knowledge of information and communication technologies.

The positive relationship between parental involvement and student performance is well documented, but only four in 10 families with school-aged children report having been contacted by their school district. Parent-teacher communication helps shape the content of conversations between parent and student, opening up a dialogue about how support at home helps students excel in the classroom. Beyond parent-teacher communication, schools can offer programs and activities to get the entire family involved after school.

Students who struggle academically often feel that the instruction is not targeted to their learning levels. When teachers are unable to understand and accommodate the needs of diverse students through differentiated instruction, students fall further behind.

Source: "School absenteeism-a hidden education crisis-plagues families living below the poverty line." by Raquel Antunez, *The Hechinger Report*, September 26, 2019.

**Policy Implications:** By law, boards of education that face district or school chronic absenteeism must form attendance review teams to address this issue.

Boards of education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A District team must be established when the District's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team is responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Attendance review team should meet at least monthly.

The policies listed below pertain to this topic:

- #5113 – Excuses/Excuses/ Dismissal
- #5113.2 – Excused Absences and Truancy

**Legislation Passed Concerning Transitional Services:** Public Act 19-49, "An Act Concerning Transitional Services for children," requires the first individual education program (IEP) for a child who is 14 years old and diagnosed with autism spectrum disorder to include (1) appropriate measureable postsecondary goals and (2) transition services including courses of study, needed to assist a child in reaching those goals. Under the Act, postsecondary goals are based on age-appropriate transition assessments related to training, education, employment, and where appropriate, independent living skills. Federal regulations impose these requirements beginning with the first IEP in effect when a child with a disability turns 16, or earlier if determined appropriate (34 C.F.R. § 300.320). The Act does not require the Department of Rehabilitation Services to lower, from 16 to 14, the age of transitional services for a child with disabilities.

The Act requires the planning and placement team (PPT) to update the child's IEP annually with regard to the Act's requirements.

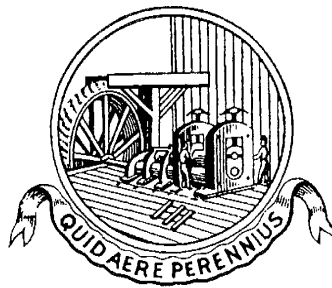


This legislation became effective July 1, 2019.

**Policy Implications:** Policy #6159, “Individualized Education Program/Special Education Program” has been updated to reflect this legislation. This is considered a recommended policy for inclusion in a district’s policy manual.

**Food for Thought:** “The gross national product does not allow for the health of our children, the quality of their education, or the joy of their play. It does not include the beauty of our poetry or the strength of our marriages, the intelligence of our public debate, or the integrity of our public officials. It measures neither our wit nor our courage, neither our wisdom nor our learning, neither our compassion nor our devotion to our country. It measures everything, in short, except that which makes life worthwhile. And it can tell us everything about America except why we are proud that we are Americans.”

Robert F. Kennedy



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**  
*Department of Human Resources*  
Office of the Civil Service Commission

October 21, 2019

Vandle Dildy  
50 Wacona Ave., 5C  
Waterbury, CT 06705

Dear Ms. Dildy:

We are pleased to receive your acceptance of our offer of employment for the position of Lunchroom Aide @ Wendell Cross Elementary School for the Department of Education – Food Service (Requisition #2019930) at \$11.00 per hour.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the CSEA – LOCAL 2001 contract for other available fringe benefits by visiting our website at [www.waterburyct.org](http://www.waterburyct.org).

We have scheduled your orientation for Thursday, October 31, 2019 at 9:00 a.m. at the Department of Human Resources, 236 Grand Street, Room 202, 2<sup>nd</sup> Floor 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 October 24, 2019 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.

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

We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc: Board of Education  
Dr. Ruffin, Supt. of Schools  
Linda Franzese, Food Serv. Director  
File



## *Waterbury Public Schools*

Elaine M. Skoronski, J.D.  
IDEA Grant Coordinator  
Special Education Department  
236 Grand St., Second Floor, Room 250.  
Waterbury, CT 06702  
(203) 346-3518 Fax (203) 346-3509

October 23, 2019

Honorable Commissioners  
Waterbury Board of Education  
236 Grand St.  
Waterbury, CT 06702

Re: Extension of NWRIB grant for a CT Disability Employment Initiative Youth Program

Dear Commissioners:

On July 19, 2018, you approved a grant from the Northwest Regional Investment Board for a CT Disability Employment Initiative Youth Program. The grant enables students with disabilities from the Waterbury School District to obtain paid internships. The Amendment revises the statement of work by allowing the City of Waterbury Department of Education to determine the number of students, the amount of hours each student will be provided internships and work experiences and extends the contract by two months from December 31, 2019 until February 28, 2020. I attach the revised contract for your information.

Sincerely,

Elaine M. Skoronski

Enc.

**Northwest  
Regional  
Workforce  
Investment  
Board**

249 Thomaston Avenue  
Waterbury, CT 06702

Phone: 203-374-6974  
Fax: 203-373-8938

CT Works

Department of Labor

New Opportunities, Inc.

Naugatuck Valley  
Community College

Northwestern  
Connecticut  
Community College

University of Connecticut

Department of  
Social Services

Department of Economic  
and Community  
Development

Department of  
Rehabilitation Services

State Department of  
Education

CT Job Corps Center

Melissa Baldwin, Director of Special Education  
City of Waterbury, Dept. of Education  
236 Grand Street  
Waterbury, CT 06702

September 10, 2019

RE: DE2-18-001

Dear Ms. Baldwin:

Enclosed please find contract amendment documents between the City of Waterbury Department of Education and Northwest Regional Workforce Investment Board for a CT Disability Employment Initiative Youth Program during PY19-20. The changes shall take effect immediately.

Please have Mayor Neil O'Leary, the City's signatory authority sign page 2 on both contracts and have the signature certified then mail both contracts back to me. When they have been fully executed by NRWIB, I will mail an original copy back to you. Thank you.

Sincerely,



Cheryl Chasse  
Contracts & Grants Manager

Enclosures

# CONTRACT SUMMARY PAGE

DEI CONTRACT  
DE2-18-001

Contracting Agency	Northwest Regional Workforce Investment Board, Inc. 249 Thomaston Avenue Waterbury, CT 06702		
	Name of entity		
Contracting Agency Contact	Catherine N. Awwad, Executive Director	203-574-6971 x 426	catherine.awwad@nrwib.org
	Name	Phone	e-mail
Subrecipient	City of Waterbury, Department of Education		FEIN # DUNS #
	Name of entity		FEIN/DUNS Number
Subrecipient Contact	Melissa Baldwin	Director of Special Education	mbaldwin@waterbury.k12.ct.us
	Name	Phone	e-mail
Program Activity	CT Disability Employment Initiative (CT DEI Youth) internship		
	Activity name or classification		
Primary Service Site	236 Grand Street		
	Street Address		
	Waterbury	Ct	06702
	City	State	Zip
Organization Type	<input checked="" type="checkbox"/> Public Agency <input type="checkbox"/> Non-Profit Agency <input type="checkbox"/> For Profit Organization		
Contract Type	Select one option		
	<input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Performance <input type="checkbox"/> Other		
Funding Source	US Department of Labor funds passed through Office of Workforce Competitiveness CT Department of Labor for CT Disability Employment Initiative (CT DEI Youth)		
	List source of funds		
Contract Period	7/1/2018	2/28/20	
	Start Date	End Date	
Maximum Funding Amount	\$75,000.00		
	Contract Amount		
CFDA #	17.207		
	CFDA #		

## Amendment # 1:

To revise the statement of work by allowing the City of Waterbury, Department of Education to determine the number of students and the amount of hours each student will be provided internship and work experience opportunities. The students will be paid a stipend at a rate not to exceed \$14.00 per hour. The total contract amount cannot exceed \$75,000.00.

**SIGNATURE.** This Agreement is entered into on this **1<sup>st</sup> Day of September 2019** in accordance with Section 121(d) of the Workforce Innovation and Opportunity Act, and the laws of the State of Connecticut. The agreement executed herein is by and between the Northwest Regional Workforce Investment Board, Inc, hereinafter referred to as "**NRWIB,**" and **City of Waterbury, Department of Education** hereinafter referred to as the "**SUBRECIPIENT.**"

SUBRECIPIENT shall begin services on the **1st Day of September 2019** and will terminate in accordance with the termination provisions set forth in this Agreement.

In consideration for the services to be provided by the SUBRECIPIENT for the period shown herein, the SUBRECIPIENT will receive an amount not to exceed **\$75,000.00** with the flexibility to increase the contract amount for additional services. NRWIB will pay the SUBRECIPIENT said amount pursuant to the terms and conditions set forth herein.

NRWIB reserves the right to unilaterally deobligate this contract, whole or in part, in the event of a reduction of Federal or State funding or for any reason it deems as in its best interest, including SUBRECIPIENT failure to attain satisfactory performance.

---

*Authorized NRWIB Signature*

---

*Authorized SUBRECIPIENT Signature*

---

Catherine N. Awwad, Executive Director

*Name and Title*

---

*Name and Title*

---

*Date*

---

*Date*

**CERTIFICATION.** I certify that the above named duly authorized officer of the above named SUBRECIPIENT held said title at the time s/he signed this contract on behalf of the SUBRECIPIENT. I also certify, as keeper of records of said SUBRECIPIENT, that this contract was duly signed for on behalf of said organization by authority of its governing body and within the scope of its organizational powers.

---

*SUBRECIPIENT'S Certifying Officer Signature*

---

*Certifying Officer Name and Title*

---

*Date*

*\*Signatory of Certification cannot be the same person who signed the Contractor's release, but must be a Corporate Officer.*

Corporate Seal:

**PROGRAM YEAR 2018-2019  
STATEMENT OF WORK  
CITY OF WATERBURY, BOARD OF EDUCATION**

NRWIB shall provide funding to the City of Waterbury, Department of Education to support internship and work experience opportunities for a wide variety of youth with disabilities.

NRWIB staff will register each student selected by the City of Waterbury Special Education Department to participate in the DEI Youth Program.

The City of Waterbury, Special Education will provide NRWIB with an JEP for each student selected.

Any student under the age of 18 must obtain a release to provide NRWIB with required documents.  
Any student over the age of 18 can release the required documents and self-certify the type of disability to NRWIB.

Enrolled youth will be eligible to use any services provided at American Job center such as CT Hires, work readiness workshops and resume development.

NRWIB may provide supportive services such as childcare, uniforms, work gear, gas cards and bus passes to eligible enrolled youth.

The program will provide opportunities for students with disabilities through February 28, 2020. The City of Waterbury, Department of Education shall determine the number of students and the amount of hours each student will be provided internship and work experience opportunities. The students will be paid a stipend at a rate not to exceed \$14.00 per hour.

The Program goals are to:

1. Engage the local business community and stress the importance of including youth with disabilities as viable employees. Companies that hire persons with disabilities can change the perception about the ability of those with disabilities.
2. Provide DEI funded stipends for internship and work experience to the enrolled youth.
3. Secure entry into a student's chosen career pathway. Coordinate with service providers to insure that services such as a job coach and assistive devices and technology are in place to help youth with disabilities.
  - Incorporate strategies based on Guideposts for Success
  - Information about career options and exposure to the world of work.
  - Opportunities to develop social, civic and leadership skills.
  - Strong connections with caring adults.
  - Support services and specific accommodations to allow them to become independent adults.

Fiscal reports using forms provided by NRWIB shall be submitted according to the following schedule:	
Contract Period	Due Date
July through September 2019	October 10, 2019
October 2019	November 10, 2019
November 2019	December 10, 2019
December 2019	January 10, 2020
January 2020	February 10, 2020
February 2020	March 10, 2020

- A. Payment made by NRWIB to the City of Waterbury, Department of Education under this contract shall not exceed the amount cited under maximum funding on the Face Sheet.
- B. This is a cost reimbursement contract. Invoicing and payment will be made in quarterly intervals after stipends have been paid to youth.
- C. Payment made under this contract is subject to NRWIB review and approval of invoices.

**DEI YOUTH**  
**PROGRAM YEAR 2018-2019**  
**BUDGET**  
**CITY OF WATERBURY, BOARD OF EDUCATION**

<u>Contractual Services</u>		
	Student Stipends at a rate not to exceed \$14.00 per hour	\$75,000.00
	<b>Total Contractual</b>	<b>\$75,000.00</b>



## Carrie Swain

---

**From:** Elizabeth Brown <brown7489@att.net>  
**Sent:** Thursday, October 24, 2019 12:23 PM  
**To:** Carrie Swain  
**Subject:** FW: Joint Statement on Addressing Issues of Intolerance.pdf  
**Attachments:** Joint Statement on Addressing Issues of Intolerance.pdf

**EXTERNAL MAIL-** This email originated from outside the District. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi, please accept this as communications, best liz

Sent from Mail for Windows 10

**From:** Robert Rader  
**Sent:** Monday, October 21, 2019 3:09 PM  
**To:** CABE Board of Directors; CABE Senior Staff  
**Subject:** Joint Statement on Addressing Issues of Intolerance.pdf

Hi

Just wanted you to be aware of this statement that Commissioner Cardona asked us to sign on to. We will keep you informed as we hope there will be other opportunities to be a part of this!

Bob and Patrice

**Robert Rader**  
Executive Director  
Connecticut Association of Boards of Education ([www.cabe.org](http://www.cabe.org))  
81 Wolcott Hill Road  
Wethersfield, CT 06109  
w- 860-571-7446  
c- 860-712-4749  
Twitter: @BobRader18  
[www.cabe.org](http://www.cabe.org)

**CABE: Dedicated to strengthening public education through advocacy, professional development and service to boards of education.**



October 21, 2019

**Joint Statement from Education Commissioner Miguel Cardona,  
CAPSS Executive Director Fran Rabinowitz and CABE Executive Director Bob Rader  
on Addressing Issues of Intolerance**

In light of several recent high profile acts of racism involving students in our Connecticut schools, we want to take this opportunity to state unequivocally that all children deserve to be educated in a safe environment where they do not feel threatened regardless of their race, gender, gender identity or expression, religion, nationality, status of citizenship, or sexual orientation. It is our core responsibility as educators to do everything we can to foster environments that ensure equity, diversity and inclusion. In fact, the diversity in our state is one of our greatest strengths. Research indicates that when our students are introduced to diversity at a young age, implicit biases are not only reduced, but we see stronger social skills and respect on all levels.

Together, the CT State Department of Education (CSDE), the Connecticut Association of Public School Superintendents (CAPSS) and the Connecticut Association of Boards of Education (CABE) share a sense of urgency to proactively address issues of intolerance. This is our priority. We plan to work together to ensure districts are supported and have the necessary tools needed to promote environments safe from bias. Preparing students to become productive members of society includes teaching about respecting diversity and creating a sense of community.

Below are links to resources for districts to consider as they continue this work. However, links alone will not accomplish the important work ahead. Many districts are already paving the way and we will be reaching out to them to share "evolving practices." In addition, leaders from CSDE, CAPSS and CABE will be meeting together soon to identify steps we plan to take in collaboration to provide resources, guidance, and technical assistance for districts.

Together, as leaders, let's embrace this opportunity to create learning environments where all students feel valued, respected, and safe to learn and grow.

Sincerely,

Miguel A. Cardona, Ed.D.  
Commissioner of Education

Frances M. Rabinowitz  
Executive Director, CAPSS

Robert Rader  
Executive Director, CABE

## RESOURCES

“Avoiding Racial Equity Detours” - Paul Gorski, EdChange:

<http://www.edchange.org/publications/Avoiding-Racial-Equity-Detours-Gorski.pdf>

“The Critical Work of Racial Identity Development” - Dr. Daren Graves presentation to CSDE:

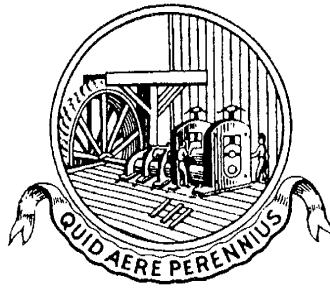
<https://portal.ct.gov/->

[/media/SDE/Discipline/Critical Work of Racial Identity Development Presentation.pdf](https://portal.ct.gov/-/media/SDE/Discipline/Critical%20Work%20of%20Racial%20Identity%20Development%20Presentation.pdf)

State Education Resource Center’s (SERC) “Equity in Education: A Transformational Approach to Teaching and Learning”: <https://ctserc.org/documents/misc/equity-2017-09-20-teaching-and-learning.pdf>

The National Education Association’s (NEA) online resources for teachers, students and parents to help engage in a dialogue about racism, hate and violence:

[http://www.nea.org/home/71339.htm?\\_ga=2.190746219.1184054331.1503515003-985918643.1503515003](http://www.nea.org/home/71339.htm?_ga=2.190746219.1184054331.1503515003-985918643.1503515003)



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**  
*Department of Human Resources*  
Office of the Civil Service Commission

October 25, 2019

Gisela Bello-Martinez  
48 Craftwood Rd., Apt. 2E  
Waterbury, CT 06704

Dear Ms. Bello-Martinez:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional @ Bucks Hill Elementary School (Req. #2020262) at \$16.68 per hour. Please contact Amy Simms, Interim Director of Special Education at (203) 574-8017 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 31 2019 at 9:00 a.m. in the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 November 1, 2019 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. 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.

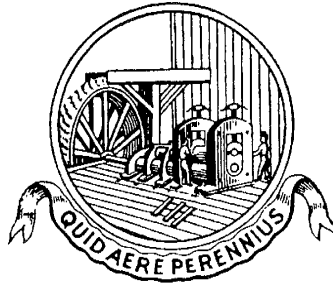
***Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.***

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Amy Simms, Interim Director of Special Educ  
file



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**

*Department of Human Resources*  
Office of the Civil Service Commission

October 25, 2019

Karen Melendez-Rodriguez  
146 Rumford St.  
Waterbury, CT 06704

Dear Ms. Melendez-Rodriguez:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional @ Wilby High School (Req. #2020236) at \$16.68 per hour. Please contact Amy Simms, Interim Director of Special Education at (203) 574-8017 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 31 2019 at 9:00 a.m. in the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 November 1, 2019 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. 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.

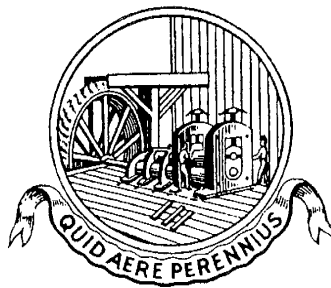
***Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.***

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Amy Simms, Interim Director of Special Educ  
file



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**

*Department of Human Resources*  
Office of the Civil Service Commission

October 25, 2019

Rebecca Cook  
302 Dwight St.  
Waterbury, CT 06704

Dear Ms. Cook:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional @ State Street School (Req. #2020177) at \$16.68 per hour. Please contact Amy Simms, Interim Director of Special Education at (203) 574-8017 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 31 2019 at 9:00 a.m. in the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 November 1, 2019 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. 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.

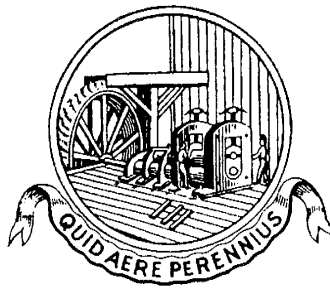
***Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.***

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Amy Simms, Interim Director of Special Educ  
file



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
**Connecticut**

*Department of Human Resources*  
Office of the Civil Service Commission

October 29, 2019

Erica Kaufmann  
87 Colonial Court  
Plainville, CT 06062

Dear Ms. Kaufmann:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education for the position of Paraprofessional @ Tinker Elementary School (Req. #2020264) at \$16.68 per hour. Please contact Melissa Baldwin, Director of Special Education at (203) 574-8017 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 31, 2019 at 9:00 a.m. in the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 November 1, 2019 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. 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.

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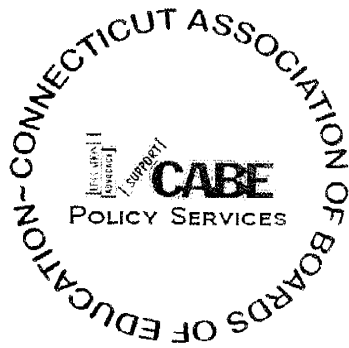
***Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.***

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Amy Simms, Interim Director of Special Educ  
file



# Connecticut Association of Boards of Education

*Vincent A. Mustaro, Senior Staff Associate for Policy Services*

## PRESENTS POLICY HIGHLIGHTS

November 1, 2019

Volume 19 – Issue #10

**Observance of Religious Holidays in the Public Schools:** The rapidly approaching holiday season often brings the question as to the manner in which the various religious holidays can or should be recognized in schools. School populations are increasingly more diverse. The multitude of religions and beliefs present in public schools provide an opportunity to teach, through modern holiday celebrations, not only about history and other cultures, but also about mutual respect, citizenship, tolerance, peace and cooperative learning.

Board policy should provide guidance regarding the role of religion in the schools, not only pertaining to holiday observance, but also to other religion-related issues. The issue of religion in the schools remains a subject often marked by confusion and conflict. Board policy, based on law and judicial decisions, can clarify the district's approach and serve to provide an opportunity for cooperation on what has the potential to be an extremely emotional issue for the community.

Law provides some guidelines for practice and sound policy. Policies and guidelines about the role of religion in the schools should be based on the constitutional guarantee of religious liberty expressed in the First Amendment of the U.S. Constitution. Public schools may neither promote nor inhibit religious belief or non-belief. Schools, as governmental bodies, must remain strictly neutral among religions and between religion and non-religion. Governmental action must have a secular purpose and must not have a primary effect of advancing or inhibiting religion and must not cause excessive entanglement between religion and government. A school, with respect to the Free Speech Clause, cannot discriminate against speech based on the viewpoint of the speaker; however, the courts have distinguished between the religious speech of a private individual, which is protected by the Free Speech Clause, and governmental sponsored or endorsed speech, which is prohibited by the Establishment Clause.

Within the current legal framework, school districts must make many practical decisions regarding religious holidays and related issues. Such policies and decisions must demonstrate sensitivity to the needs of all students and a willingness to provide a course between the avoidance of all references to religion on one hand and promotion of religion on the other.

The adoption of policies pertaining to religious activities in the schools is recommended. Such policies impact instruction, facility usage, curriculum, graduation activities, staff and student attendance. Many samples are available, upon request, from CABE. This "Policy Highlights" review is restricted to religious holidays and how law impacts policy direction, due to this time of year.



The study of religious holidays may be included in the curriculum as opportunities for teaching about religions. Such study serves the academic goals of educating students about history and cultures, as well as the traditions of particular religions within a pluralistic society. On the elementary level, natural opportunities arise for discussion of religious holidays while studying different cultures and communities. At the secondary level, students of world history or literature have opportunities to consider the various holy days or religious holidays.

However, teachers must be alert to the distinction between teaching about religious holidays, which is permissible, and celebrating religious holidays, which is not. Recognition of and information about holidays may focus on how and when they are celebrated, their origin, histories and generally agreed upon meaning. An objective and sensitive approach, neither promoting nor inhibiting religion, can foster understanding and mutual respect for differences in belief. Teachers must not use the study of religious holidays as an opportunity to proselytize or to inject personal religious beliefs into the discussions. Activities that clearly promote a particular religious' faith should not be permitted in the schools. "However, school events that involve music and other activities related to various religious faiths, without proselytizing on behalf of any, are permissible," per attorney Thomas Mooney.

The display of religious symbols in the school setting is a common concern. The use of religious symbols, used only as examples of cultural and religious heritage, is permissible as a teaching aid or resource. Religious symbols may be displayed only on a temporary basis as part of the academic program. Students may choose to create artwork with religious symbols, but teachers should not assign or suggest such creations.

Religious symbols are not permissible seasonable decorations. Religious decorations are prohibited year round. The question is often raised about religious symbols that have become secular. The Supreme Court has held that Christmas trees and a Hanukkah menorah, in some instances, have become such secular symbols of the winter holiday season that their display by a public entity may not be an Establishment Clause violation. However, it is not at all clear that such displays are permitted in public schools. The Court has noted that such displays, "when located in a public school, such a display might raise additional considerations." The Second Circuit in 2006, which includes Connecticut, ruled on a policy of the New York City schools which permits the display of Christmas trees, a menorah, and a star and crescent as "secular" symbols. The Court held that the display of these items served the dual secular purposes of celebrating holidays and promoting greater understanding of cultural and religious differences.

Moreover, religious music may be sung or played as part of the academic study of music. School concerts that present a variety of selections may include religious music. However, concerts should avoid programs dominated by religious music, especially when these coincide with a particular religious' holiday. The overall effect must not endorse religion and must relate to secular educational goals. Students should be excused from participation upon request. The use of art, drama, or literature with religious themes also is permissible if it serves a sound educational goal in the curriculum, but not if used as a vehicle for promoting religious belief.

At this time of year, especially in the coming month of December. questions often are posed regarding religion in the schools. Decisions about what to do at this time of year should begin with the understanding that public schools may not sponsor religious devotions or celebrations. Holiday programs should be devised that serve an educational purpose for all students. Such programs should not make any student feel excluded or identified with a religion not their own.

In short, while recognizing the holiday season, none of the December school activities should have the purpose of promoting or inhibiting religion. In determining whether a particular celebration, song, decoration or display violates the Constitution, the administration and staff should ask the following questions promulgated by the U.S. Supreme Court. To be constitutional, an affirmative answer is required for each question.

1. Does the governmental action have a bona fide secular or civic purpose?
2. Does the primary effect neither advance nor inhibit religion, i.e. is it neutral toward both religion and non-religion?
3. Does the governmental action avoid excessive entanglement with religion?

The Eight Circuit of Appeals in 1980 decided an important case on this subject, holding that the curriculum can include discussion of holidays having both religious and secular significance, and that the study of these holidays could include religious symbols and religious music “in a prudent and objective manner and as a traditional part of the cultural and religious heritage of a particular holiday.” (*Florey v. Sioux Falls School District*).

In summary, public schools can observe, not celebrate religious holidays, which have a cultural or secular component, as well as a religious significance. Teaching about religion is permissible; celebrating religious holidays is not. Schools can teach students about Christmas and have students participate in the cultural traditions of the holiday. The use of religious symbols is permissible as a teaching aid or resource, provided they are used only as examples of cultural or religious heritage. Religious symbols may be displayed only on a temporary basis as part of the academic lesson being studied. Holiday concerts in December may appropriately include music related to Christmas, Hanukkah, and other religious traditions, but religious music should not dominate. Balance is the key or there is a perception the school is sponsoring or favoring a particular religion over other religions. While recognizing the holiday season, none of the school activities in December should have the purpose, or effect, of promoting or inhibiting religion. However, as Thomas B. Mooney indicated in *A Practical Guide to Connecticut School Law*, “Activities that clearly promote a particular religious’ faith will not be permitted. However, it is also true that holiday traditions have become a part of our culture. It is not always easy to draw the line. School events that involve music and other activities related to various religious faiths, without proselytizing on behalf of any, will be appropriate under the First Amendment.”

Public school teachers do not have the same breadth of academic freedom as university professors, due in large part to the age of the students and to compulsory school attendance laws, which create a captive audience for teachers. Teachers speak on behalf of the school, so they must not use their position to promote outside religious activities or otherwise promote or denigrate religion while fulfilling their teaching roles.

Careful planning in compliance with board policies can result in happy holidays free from legal challenge. Enjoy the upcoming holidays and be sure to consult with your local board attorney or the CABA legal and policy staff if you have any questions regarding religion and your school district.

**Policy Implications:** CABA policy #6115.1, “Religious Observances and Displays” provides guidance on this issue and is available upon request from the CABA Policy Department. In addition, policy #6115, “Separation of Church and State” also provides guidance on this issue. This policy is available in the Core Policy Manual which can be accessed on the CABA website in the member section.

**Other Holiday Season Issues with Policy Direction:** Other issues occur at this time of year in which policy can provide guidance as to the appropriate approach. One issue pertains to ethics. Years ago a student might give a teacher a piece of fruit as a holiday gift. However, in our current society gifts are now more elaborate and can potentially pose an ethics problem. It could be inferred, based on the gift, that it was given to influence the recipient in the performance of their duties. Therefore, it is a good idea to review the district's policy concerning ethics and receiving of gifts.

The policies to consider are:

- #0050 – Code of Ethics
- #4118.22/4218.22 – Code of Ethics (Personnel)
- #9271 – Code of Ethics (Board of Education)
- #1313 – Gifts to School Personnel
- #1323 – Gifts to Students

Another concern at this time of year is student attendance. It is supported by research that school attendance is an essential component of school success. Therefore, it's undesirable to see an increase in absenteeism the week before and after the holiday school vacation period.

Use policy to promote a culture of regular school attendance. Remind students and parents/guardians of the district's attendance policy during this holiday season. Policy #5113, "Attendance" and policy #5113.2, "Truancy" pertain to school attendance and the requirements pertaining to chronic absenteeism. The policy should be sensitive to religious observances and permit a reasonable number of excused absences to observe religious holidays.

Student wellness can also come into play at this time of year. The season involves parties, celebrations and gatherings that involve food. It is important to look at the school wellness policy, #6142.101 policy and its corresponding regulation for direction pertaining to foods that are provided but not sold in the school setting. This is another opportunity to remind the school community about the guidelines. The staff should be reminded that in-school celebrations of the holiday season should center on non-food activities or only serve foods and beverages that are permitted by the guidelines contained in the district's wellness policy.

Also, look at the district's policy pertaining to staff-student relationships. This policy, #4118.24/4218.24, "Staff-Student Relationships" addresses appropriate and prohibited conduct.

The policies mentioned in this issue can help to ensure a safe and happy holiday season for all. Good communication is key to keeping the holidays stress free in the school setting. Through good communication policy is effectively implemented helping districts to run smoothly.



NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES, INC.  
COMMISSION ON PUBLIC SCHOOLS

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781-425-7716  
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Associate Director  
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781-425-7760  
kmontagano@neasc.org

Associate Director  
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781-425-7718  
bwehrli@neasc.org

Executive Assistant to the Director  
DONNA M. SPENCER-WILSON  
781-425-7719  
dspencerwilson@neasc.org

November 1, 2019

Nicholas J Albini  
School Principal  
Waterbury Arts Magnet School  
16 South Elm Street  
Waterbury, CT 06706

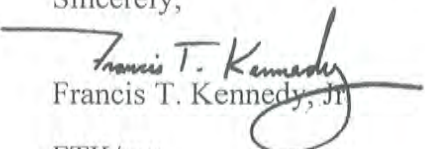
Dear Mr. Albini:

The Commission on Public Schools professional staff has received and reviewed the School Improvement/Growth Plan of Waterbury Arts Magnet School. We were pleased to note that your school reflected each of the Priority Areas for Growth that were informed by the school's Self-Reflection and Collaborative Conference, as articulated in the Committee's August 14, 2019, notification letter.

As you are aware, the school is scheduled to host its Decennial Accreditation visit from Sunday, March 28, 2021, through Wednesday, March 31, 2021. The focus of the Decennial visit will be on the school's implementation of the Priority Areas for Growth as included in the School Improvement/Growth Plan.

The school's Accreditation status will be reviewed when the Committee considers the Decennial Accreditation Report. As well, please notify the Commission office immediately of any changes in the names of the principal and/or superintendent along with their corresponding e-mail addresses by submitting this information electronically to [cpss-air@neasc.org](mailto:cpss-air@neasc.org).

Sincerely,

  
Francis T. Kennedy, Jr.

FTK/mv

cc: Verna D. Ruffin, Superintendent, Waterbury Public Schools  
Elizabeth C. Brown, President, Waterbury Board of Education  
Gregory B. Myers, Chair, Committee on Public Secondary Schools

