

Board of Education

REGULAR MEETING

Thursday, December 20, 2018 – 6:30 p.m.
Waterbury Arts Magnet School, 16 South Elm Street, Waterbury, CT

A G E N D A

1. *Silent Prayer*

2. *Pledge of Allegiance to the Flag*

3. *Roll Call*

4. *Communications*

- a. Copy of communication dated November 7, 2018 from Civil Service offering Ashley Gutierrez the position of Lunchroom Aide.
- b. Copy of communication dated November 7, 2018 from Civil Service certifying Amada Kling for the position of Administrative Associate I.
- c. Copy of communications dated November 16, 2018 from Civil Service certifying Janice Epperson for the position of Assistant Superintendent of Schools, David Gugliotti for the position of Maintainer I, and Dan Kheyfets for the position of Maintainer I.
- d. Copy of communication dated November 19, 2018 from Civil Service offering Sylvia Lebron the position of Food Service Worker.
- e. Copy of communications dated November 21, 2018 from Civil Service offering Lisa Rodriguez and MaryAnn Harrison Apicello the position of Food Service Worker.
- f. Copy of communication dated November 21, 2018 certifying Damien Velez for the position of Maintainer II.
- g. Email communication dated November 23, 2018 from CABE regarding policy highlights.
- h. Copy of communication dated December 6, 2018 from Director of Human Resources to William Clark selecting him for the position of “at-will” appointed Chief Operating Officer effective January 2, 2019.
- i. Email communication dated December 7, 2018 from CABE regarding policy highlights.
- j. Copy of communication dated December 13, 2018 from Civil Service to Gregory Rodriguez selecting him for the position of Deputy Superintendent of Schools.

5. *Public Addresses the Board:* All speakers are encouraged to submit prepared written statements to the Commissioners. Comments shall be limited to a maximum of five minutes. There will be no responses this evening to any questions or concerns raised; they will be referred to the Administration for review and response.

6. *Superintendent’s Announcements*

7. *President’s Comments*

8. *Executive Session*

9. *Committee on School Personnel*

9.1 Bucks Hill Annex Pre-k Principal Appointment.

10. *Consent Calendar*

10.1 *Committee on Finance:* Request approval of a Professional Services Agreement with Pediatric Services of America d/b/a Aveanna Healthcare to provide nursing services for students with disabilities.

- 10.2 *Committee on Finance:* Request approval of Amendment #2 to the Agreement with Charles F. Hayden School at Boys and Girls Village, Inc. to provide education services for students with disabilities.
- 10.3 *Committee on Finance:* Request approval of an Agreement with Cooperative Educational Services to provide education services for students with disabilities.
- 10.4 *Committee on Finance:* Request approval of Amendment #2 to the Agreement with The Gengras Center at University of St. Joseph an Agreement with Cooperative Educational Services to provide education services for students with disabilities.
- 10.5 *Committee on Policy & Legislation:* Revisions to the Lead Screening of Pre-School and Kindergarten Children Policy (5141.1).
- 10.6 *Committee on Policy & Legislation:* Revisions to the High School Grading Policy (6146.1).
- 10.7 *Committee on Policy & Legislation:* Revisions to the Elementary Grading Policy (6146.11).
- 10.8 *Committee on Policy & Legislation:* Revisions to the Middle School Grading Policy (6146.111).
- 10.9 *Committee on Building and School Facilities:* Use of school facilities by school organizations and/or City departments.
- 10.10 *Committee on Building and School Facilities:* Use of school facilities by outside organizations and/or waiver requests.

11. Items Removed from Consent Calendar

12. Committee on Policy & Legislation– Commissioner Sweeney

- 12.1 Request approval of the revised Physical Restraint/Seclusion Policy (5144.1).

13. Superintendent's Notification to the Board

13.1 Athletic appointments:

Alves, John – WHS Varsity Boys Soccer Coach, eff. 08/23/19.
Ayers, Ryan – WHS Winter Strength & Conditioning Coach, eff. 11/28/18.
LeVasseur, Armand – Carrington Intramural Basketball, eff. 11/01/18.
Martinez, Joseph – KHS Assistant Indoor Track Coach, eff. 12/03/18.
McKenna, Hollis – CHS Assistant Football Coach, eff. 11/08/18.
Ocasio, Matthew – NEMS Volleyball Coach, eff. 11/02/18.
Putetti, Ronald – KHS Freshman Boys Basketball, eff. 12/10/18.

13.2 Appointments:

Shocki, Jeff – Site Coordinator, KHS Edgenuity Program, effective immediately.

13.3 21st Century/State Department of Education After-school Program Teacher appointments, salary per contract:

Matthew DeMirs – Substitute PE Teacher

13.4 Extended School Hours Program (ESH) appointments, salary according to individual's contract:

<u>School</u>	<u>Last Name</u>	<u>First Name</u>	<u>Assignment</u>
<i>Bucks Hill</i>	Bassett	Stacey	Paraprofessional
<i>Chase</i>	Cianfagna	Traci	Teacher – Sub
	McCue	Erin	Teacher – Sub
<i>Kingsbury</i>	Osborne	Arielle	Lead Teacher – Grade 4
	Muratori	Katie	Grade 3 Teacher
	Capaldo	Christine	Substitute
	Hamel	Claire	Substitute
	Meaney	Susan	Substitute
	DiBella	Lee	Substitute
	Guedelha	Norma	Clerical
<i>Walsh</i>	Ocasio	Jessica	Sub Administrator
	Paolino	Ellen	Sub Administrator
<i>Washington</i>	Santos	Melanie	Sub Para

13.5 Teacher hires:

<u>Name</u>		<u>Assignment</u>		<u>Effective</u>
Barbieri	Amber	Bunker Hill	Special Ed	9/5/2018
Brown	Charlene	Duggan	Lib. Media Spec.	11/13/2018
Douglas	Lydia	Kennedy	Art	11/15/2018
Dunn Brown	Fallon-Gay	West Side	Theatre Arts	11/26/18
Evanoski	Jessica	Crosby	Special Ed	12/6/2018
Kuhsel	Robert	WCA	Tech Ed.	11/5/2018
Metaj	Robin	Carrington	Lib. Media Spec.	11/26/2018
Mirles Vazquez	Charito	Chase	Bilingual Gr 2	9/12/2018
Rangel Garcia	Alicia	Chase	Bilingual Gr 3	9/26/2018
Ronalter	Joanne	Driggs	Special Ed	11/26/2018
Ruggiero	Candice	Reed	PreK Special Ed	11/29/18
Sanchez Cabrera	Alina	Hopeville	Social Worker	11/15/2018
Yuiza	Gladynell	West Side	Special Ed	9/26/2018

13.6 Resignations:

Callahan, Antoinette – Reed PreK Special Education, effective 11/27/18.

Martinez-Marrero, Emmanuel – WHS Bil. Biology, effective 01/01/19.

Mitchell, Deszreen – Bunker Hill Grade 5, effective 11/23/18.

Rodriguez, Rachel – Driggs Reading, effective 11/02/18.

Schreck, Peter – NEMS Math Lab, effective 11/30/18.

13.7 Retirements:

Casey, Nancy – WAMS Math, effective 01/01/19.

Curley, John – WHS Special Education, effective 06/30/19.

14. *Unfinished Business of Preceding Meeting Only*

15. *Other Unfinished, New, and Miscellaneous Business*

16. *Executive Session*

17. *Adjournment*

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #9.1

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Personnel, the Superintendent of Schools recommends approval of the appointment of _____ as Principal, Bucks Hill Annex Pre-k, effective immediately.

Respectfully submitted,

Dr. Verna D. Ruffin
Superintendent of Schools

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.1

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve a Professional Services Agreement with Pediatric Services of America d/b/a Aveanna Healthcare to provide nursing services for students with disabilities.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.2

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve Amendment #2 to the Agreement with Charles F. Hayden School at Boys and Girls Village, Inc. to provide services to children with disabilities.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.3

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve an Agreement with Cooperative Education Services to provide education services to children with disabilities.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #10.4

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve Amendment #2 to the Agreement with Gengras Center at University of Saint Joseph to provide education services for children with disabilities.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #10.5

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy & Legislation recommends that the Waterbury Board of Education approve the revised Lead Screening of Preschool and Kindergarten Children Policy (#5141.1), as attached.

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #10.6

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy & Legislation recommends that the Waterbury Board of Education approve the revised High School Grading/QPR Policy (6146.1), as attached.

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #10.7

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy & Legislation recommends that the Waterbury Board of Education approve the revised Elementary School Uniform Grading Policy (6146.11) as attached.

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #10.8

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy & Legislation recommends that the Waterbury Board of Education approve the revised Middle School Uniform Grading Policy (6146.111) as attached.

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING AND SCHOOL FACILITIES

Item #10.9
December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Building and School Facilities recommends the Waterbury Board of Education approve the use of school facilities, at no charge, by the following school organizations and/or City departments:

GROUP	FACILITIES AND DATES/TIMES
P. Caldarone	Generali gym: 12/3 – 2/17/19, Mon. & Wed., 5:30-7:30 pm (Wallace boys practices)
R. Moffo	Generali gym, café: Tues., Dec. 11, 3:30 - 8:00 pm (snow date: 12/13) (winter family bingo night)
V. Vicenzi	Rotella café: Tues., Jan. 15, 6 – 9 pm (UPSEU union meeting)
L. Richard	Career Academy room 46: Sat., Feb. 2, (snow date: 2/9/19) (CT. HOSA-state officer interviews)
G. Wright	Gilmartin café: Wed., Jan. 9, (snow date: 1/16), 5 – 7 pm (Title I meeting) Reed café: Wed., Mar. 27, (snow date: 4/3), 5 – 7 pm (Title I meeting)
PTSO	WAMS café, atrium: Sat., Dec. 15, 9:30 am - 2:00 pm (school fundraiser)
M. Spescha	WAMS gym: Fri., Feb. 8, all day (NHS Blood Drive)
J. Farrell	WAMS atrium: Wed., Dec. 5, 7 – 9 pm (school fundraiser)
Supt. Office	Career Academy café: Tues., Dec. 11, 6 – 9 pm (Wtby. Legislative Dinner)
T. Grabowski	Maloney community room: Sat., Dec. 8, 9 am – 1 pm (Santa Claus visit)
D. Lopez	WAMS atrium: Fri., Feb. 8, 6 – 9 pm (student council dance)
M. Vagnini	WAMS gym: Wed., Dec. 5, 11:30 am - 1:30 pm (student basketball game) WAMS recital hall: Tues., June 4, 6 – 8 pm (Honor Society Ceremony)
D. Melendez	Chase gym: Thurs., Dec. 13, 5 - 8 pm (Hispanic Heritage Night)
V. Hamilton	Duggan rm.: Tues. & Thurs., 1/8 - 6/6/19, 2:15 - 4:00 pm (Sprouts Scouts)
R. McDonald	Career Academy gym: 11/30-3/15/19, Mon. – Fri., 2 – 9 pm and Sat. 8 am - 2 pm (girls and boys basketball)
R. Moffo	Generali gym/café: Tuesdays-Dec. to March, 3 – 6 pm (girl scout meetings)
M. Petrillo	Bunker Hill gym: Fri., Dec. 14, 5:30 - 8:30 pm (Holiday Movie night)
*M. A. Marold	Career Academy café: Sat., Jan. 19, 8 am – 2 pm (4 th annual MLK Youth Day) (snow date: Saturday, January 26)
*C. Dana	Reed café: Thurs. Dec. 13, 5:30 - 6:30 pm (Family Literacy Night)

Approved:

Jason Van Stone

Book

SCHOOL PERSONNEL USE ONLY

DEC - 5 2018

DATE:
December 1, 2018

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: Waterbury Career Academy High School

☐ Library/Media Center ☐ Gymnasium ☐ Swimming Pool

X ☒ Café/Rooms

DATES REQUESTED:

Saturday January 19, 2019 _ (Snow Date Saturday Jan.26.2019

FROM: 8:00a.m. TO: 2:00 p.m. /

FOR THE FOLLOWING PURPOSES:

4th Annual Dr. Martin Luther King Jr. "Each One, Teach One" Youth Day Summit "
Needed supplies- 15-20 tables for vendors and community participation. We will need a
microphone, laptop ,projector and screen in café. In each classroom for workshops, we
will need the computer and screen for presentations to be available. . . .

Mary Ann Marold
Education Liaison to
Government, Business and
Community
APPLICANT

Mary Ann Marold

SCHOOL PERSONNEL USE ONLY

DEC - 5 2018

DATE: 12/4

TO: SCHOOL BUSINESS OFFICE

FROM: Cristina Danna

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/RoomsDATES REQUESTED: 12/13/18FROM: 5:30 am/pmTO: 10:30 am/pmFOR THE FOLLOWING PURPOSES:Family Literacy Night - Reading Workshop
for parents.Cristina Danna
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.

DEC - 5 2018

SCHOOL PERSONNEL USE ONLY

DATE: 12/5/18

TO: SCHOOL BUSINESS OFFICE

FROM:

Kingsbury (maria hulse)

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

NAME OF SCHOOL REQUESTED:

Kingsbury School

☐ Auditorium

☒ Gymnasium

☐ Swimming Pool

☐ Café/Rooms

DATES REQUESTED:

Dec 20 2018

FROM:

5 am/pm

TO:

6:30 am/pm

FOR THE FOLLOWING PURPOSES:

Science Winter wonderland

Maria Hulse
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

DATE: 12/5/18

TO: SCHOOL BUSINESS OFFICE

FROM:

Kingsbury (maria hulse)

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

NAME OF SCHOOL REQUESTED:

Kingsbury School

☐

Auditorium

☒

Gymnasium

☐

Swimming Pool

☐

Café/Rooms

DATES REQUESTED:

December 18, 2018

FROM:

5

am/pm

TO:

7

am/pm

FOR THE FOLLOWING PURPOSES:

Literacy Hw #2

Maria Hulse
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.

DEC - 7 2018

Bank

SCHOOL PERSONNEL USE ONLY

DATE: 12-7-18

TO: SCHOOL BUSINESS OFFICE

FROM: SBO

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium

☐ Gymnasium

☐ Swimming Pool

☒ Café/Rooms

DATES REQUESTED: Tues. Feb. 26, 2019

FROM: 5:00 am/pm TO: 7:00 am/pm

FOR THE FOLLOWING PURPOSES:

BOARD OF EDUCATION

CS
SM
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.

9/5/09/2

SCHOOL PERSONNEL USE ONLY

DEC - 6 2018

DATE: 12-6-18

TO: SCHOOL BUSINESS OFFICE

FROM: Mayor's Office

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

NAME OF SCHOOL REQUESTED: Crosby

☒ Auditorium

☐ Gymnasium

☐ Swimming Pool

☐ Café/Rooms

↓
DATES REQUESTED: Jan 23RD 2019

FROM: 5:30 am/pm TO: 9:00 am/pm

*SNOW DATE: Jan. 29th

FOR THE FOLLOWING PURPOSES:

Public Informational meeting

~~NO~~ NEED - SCREEN-POWPOINT
podium, mic, Table.
couple of chairs on stage

Ken Stance
APPLICANT

/gm.

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.

Travis

DEC 10 2018

SCHOOL PERSONNEL USE ONLY

DATE: 12-10-18

TO: SCHOOL BUSINESS OFFICE

FROM: V. Balsamo

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

NAME OF SCHOOL REQUESTED: Cresby

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms *Media Ctr.*

DATES REQUESTED: Jan. 9th 9-10:30 AM (Snowdate 1/10)
Jan. 30th 11-7 PM (Snowdate 1/31)

FROM: _____ am/pm TO: _____ am/pm

FOR THE FOLLOWING PURPOSES:

Meeting with NVCC

APPLICANT */gm.*

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.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING & SCHOOL FACILITIES

Item #10.10

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Building and School Facilities recommends the Waterbury Board of Education approve of the use of school facilities by outside organizations subject to fees and insurance as required:

GROUP	FACILITIES AND DATES/TIMES
Kolainu Choir Allan Majeski	Kennedy aud.: Sun., Jan. 6, 4 – 8 pm (choir performance)

REQUESTING WAIVERS:

Overlook Sports	West Side gym: 12/8-2/9/19, Saturdays, 2 – 5 pm	
M Cleary	(conditioning program)	(\$1,680.)
Uplifting a Life	Reed café: Sat., Dec. 22, 5 – 9 pm (community Christmas party)	(\$420.)
E. Cooper	Reed café: Sat. Dec. 15, 4 - 8:30 pm (movie night)	(\$462.)
*CT. Rebound	Wilby gym: Sunday, Jan. 13, 9 am – 4 pm	
D. Parker	(basketball clinic)	(\$336.)
*PAL:	Chase gym: Saturdays, 1/12 - 3/30/19, 9 am – 1 pm	
Ofc. C. Amatruda	(girls basketball games)	(\$2,520.)

GROUPS NOT SUBJECT TO FEES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:

Overlook Sports	Hopeville gym: 12/18 – 2/19/19, Tuesday, 6:30 - 8:00 pm	
M. Cleary	(conditioning program)	
Neighb. Housing Serv.	Reed café: Fri. Dec. 14 th 4:00-9:00 pm	
K. Taylor	(NAACP youth Christmas party)	
Wtby. Ballers	Generali gym: Thursday, 12/6 - 3/28/19, 6 - 9 pm (basketball)	
T. Lott	WSMS gym: Friday, 11/30 - 3/29/19, 6 - 9 pm	"
	Driggs gym: Tue. & Thurs., 12/6 - 3/28/19, 6 - 9 pm	"
	Wilson gym: Monday, 12/3 – 3/25/19, 6 - 9 pm	
*PAL	Sprague gym: Mondays, 12/17 - 3/25/19, 6 – 9 pm	
Ofc. C. Amatruda	Sprague gym: Thurs. & Friday, 12/20 - 3/28/19, 6 – 8 pm	

Approved:

Jason Van Stone

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
230 GRAND ST., WATERBURY, CT 06702
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

CONTRACT# DEC 12 2018

APPLICANT Devonne Parker NAME OF ORGANIZATION CT Rebound Inc.
ADDRESS 146 Midwood Ave Waterbury CT 06708 TELEPHONE # 203-228-3144
(Street) (City) (State) (Zip code)
SCHOOL REQUESTED Waterbury High DATES Sunday Jan 13 2019 Gymnasium
OPENING TIME 9am CLOSING TIME 4pm PURPOSE basketball show
ADMISSION (if any) \$15.00 CHARGE TO BE DEVOTED TO paying instructor/scholarships
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 5-10 CHILDREN 20-40
SIGNATURE OF APPLICANT Devonne Parker DATE 11/20/2018
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION

Devonne Parker 146 Midwood Ave Waterbury CT 06708 203-228-3144
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. DC (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \$42 / HR plus 1 HR service per cust (\$350.)
RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT: 250. INSURANCE COVERAGE YES NO
PLEASE READ THE FOLLOWING CAREFULLY VOID

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. 374-3263 FIRE DEPT. 387-3462

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 374-3210 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 Permitt

Outdated School Business Office

Per Principal

Per Custodian

USE OF SCHOOL FACILITIES
WAIVER REQUEST

(to be submitted with a Building Permit)

APPLICANT/ORGANIZATION: Devonne Parker / CT Behavioral

Please check below specific item(s):

Building Usage Fees ☒

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Gymnasium, Wilby High School

DATE(S): 9/10, 10/13, 2019

TIMES: 9am - 4pm

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

11/30/2018

Date

Alicia C. Turner

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$

Building Usage Fees

\$

336.

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

November 20, 2018

To whom it may concern,

All proceeds that CT Rebound Inc. brings in for our admission for January 13, 2018 basketball clinic costs will be donated as the following:

- To create scholarships for educational purposes
 - School clothes
 - Supplies
 - Tuition costs
- Funds also have to run the program
 - Paying the shooting instructor, Dave Hopla (www.Davehopla.com) This instructor has worked with many NBA Professional current and retired players.
 - Equipment to run program
 - Tshirts for the kids.
- We would like to use this event to help children stay in school and how important education is regardless of income.

Sincerely,

DeVonne Parker

203.228.3144

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

DEC 14 2018

CONTRACT#

g/you
APPLICANT Chris Amatruda NAME OF ORGANIZATION PAL
ADDRESS 64 Division A Waterbury, CT 06704 TELEPHONE # 203-346-3921
(street) (city) (state) (zip code)
SCHOOL REQUESTED Chase DATES 1/12 - 3/30/19 ROOM(S) Gym
OPENING TIME 9am CLOSING TIME 1pm PURPOSE Basketball
ADMISSION (if any) — CHARGE TO BE DEVOTED TO —
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 40 CHILDREN 25
SIGNATURE OF APPLICANT [Signature] DATE 12-14-18
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
(same)

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. GA (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)

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 a Building Permit)



APPLICANT/ORGANIZATION: P.A.L

Please check below specific item(s):

Building Usage Fees ☐

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Chase

DATE(S): 1-12 to 3-30-19

TIMES: 9 AM - 1 PM

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

12-14-18

Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$

Building Usage Fees

\$

2,520.

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# DEC 14 2018

APPLICANT Chris Amato NAME OF ORGANIZATION PAL
ADDRESS 64 Division A Waterbury, CT 06704 TELEPHONE # 203-346-3921
(street) (city) (state) (zip code)
SCHOOL REQUESTED Sprague DATES 12/17-3/25/19 ROOM(S) Gym
OPENING TIME 6:00 PM CLOSING TIME 9:00 PM PURPOSE Basketball
ADMISSION (if any) None CHARGE TO BE DEVOTED TO _____
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 4 CHILDREN 20
SIGNATURE OF APPLICANT [Signature] DATE 12-5-18
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
(SAME)

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. GA (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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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

CONTRACT# 1.4 2018

hook

APPLICANT Chris Amato NAME OF ORGANIZATION PAL
ADDRESS 64 Division A Waterbury, CT 06704 TELEPHONE # 203-246-3921
(street) (city) (state) (zip code)
SCHOOL REQUESTED Sprague DATES 12/20 - 3/29/19 ROOM(S) Gym
OPENING TIME 6 pm CLOSING TIME 8 pm PURPOSE Basketball
ADMISSION (if any) _____ CHARGE TO BE DEVOTED TO _____
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 4 CHILDREN NO
SIGNATURE OF APPLICANT [Signature] DATE 12-14-18
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
(Same)

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. GA (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)

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APPROVAL DATE _____ SCHOOL BUSINESS OFFICE _____

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BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY & LEGISLATION

Item #12.1

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy & Legislation recommends that the Waterbury Board of Education approve the revised Physical Restraint/Seclusion Policy (5144.1), as attached, with the new title of Physical Restraint/Seclusion/Exclusionary Time Out Policy.

Approved:

Ann M. Sweeney

Physical Restraint/Seclusion/Exclusionary Time Out

The Waterbury Board of Education (Board) believes that maintaining an orderly, safe environment is conducive to learning and is an appropriate expectation of all staff members within the district. To the extent that staff actions comply with all applicable statutes and Board policy governing the use of physical force, including physical restraint of students and seclusion of students, staff members will have the full support of the Board of Education in their efforts to maintain a safe environment.

The Board recognizes that there are times when it becomes necessary for staff to use reasonable restraint or place a student in seclusion as an emergency intervention to use reasonable restraint or place a student in seclusion to provide a safe environment for students.

Definitions

Life-threatening physical restraint means any physical restraint or hold of a person that restricts the flow of air into a person's lungs, whether by chest compression or any other means, or immobilizes or reduces the free movement of a person's arms, legs or head while the person is in the prone position.

Psychopharmacologic agent means any medication that affects the central nervous system, influencing thinking, emotion or behavior.

Physical restraint means any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head, including, but not limited to, carrying or forcibly moving a person from one location to another. Excluded from this definition is briefly holding a person in order to calm or comfort the person; restraint involving the minimum contact necessary to safely escort a person from one area to another; medical devices including but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; helmets or other protective gear used to protect a person from injuries due to a fall; helmets, mitts and similar devices used to prevent self-injury when the device is part of a documented treatment plan or individualized education program pursuant to Connecticut's special education laws or prescribed or recommended by a medical professional and is the least restrictive means to prevent such self-injury or an exclusionary timeout.

School employee means a teacher, substitute teacher, school administrator, Superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional, or coach employed by the Board of Education or working in a public elementary, middle or high school; or any other individual who, in the performance of his/her duties has regular contact with students and who provides services to or on behalf of students enrolled in the district's schools, pursuant to a contract with the board of education.

Seclusion means the involuntary confinement of a student in a room, from which the student is physically prevented from leaving. Seclusion does not include an exclusionary time out.

Student means a child (A) enrolled in grades kindergarten to twelve, inclusive, in a public school under the jurisdiction of a local or regional Board of Education, (B) receiving special education and related services in an institution or facility operating under contract with a local or

Physical Restraint/Seclusion/Exclusionary Time Out, continued

regional Board of Education, (C) enrolled in a program or school administered by a regional education service center, or (D) receiving special education and related services from an approved private special education program, but shall not include any child receiving educational services from Unified School District #2 or the Department of Mental Health and Addiction Services.

Exclusionary time out means a temporary, continuously monitored separation of a student from an ongoing activity in a non-locked setting, for the purpose of calming such student or deescalating such student's behavior.

Conditions Pertaining to the Use of Physical Restraint and/or Seclusion

- A. School employees shall not use a life-threatening physical restraint on a student under any circumstance.
- B. If any instance of physical restraint or seclusion of a student exceeds fifteen minutes an administrator or his/her designee, or a school health or mental health personnel, or a board certified behavioral analyst, who has received training in the use of physical restraint and seclusion shall determine whether continued physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others. Upon a determination that such continued physical restraint or seclusion is necessary, such individual shall make a new determination every thirty minutes thereafter regarding whether such physical restraint or seclusion is necessary to prevent immediate or imminent injury to the student or to others.
- C. No student shall be placed in seclusion unless:
 - 1. The use of seclusion is as an emergency intervention to prevent immediate or imminent injury to the student or to others, provided the seclusion is not used for discipline or convenience and is not used as a substitute for a less restrictive alternative.
 - 2. Such student is continually monitored by a school employee during the period of such student's seclusion. Any student voluntarily or involuntarily placed in seclusion or restrained shall be regularly evaluated by a school employee for indications of physical distress. The school employee conducting the evaluation shall enter each evaluation in the student's educational record. Monitor shall mean by direct observation or by observation using video monitoring within physical proximity sufficient to provide aid as may be required.
 - 3. The area in which such student is secluded is equipped with a window or other fixture allowing the student a clear line of sight beyond the area of seclusion.
 - 4. Seclusion shall not be utilized as a planned intervention in a student's behavioral intervention plan, individualized education program or plan pursuant to Section 504 of the Rehabilitation Act of 1973, as amended from time to time.
- D. School employees may not use a psychopharmacologic agent on a student without that student's consent except (1) as an emergency intervention to prevent immediate or imminent injury to the student or to others, or (2) as an integral part of the student's established medical or behavioral support or educational plan, as developed consistent with Section 17a-543 of

Physical Restraint/Seclusion/Exclusionary Time Out, continued

the Connecticut General Statutes or, if no such plan has been developed, as part of a licensed practitioner's initial orders. The use of psychopharmacologic agents, alone or in combination, may be used only in doses that are therapeutically appropriate and not as a substitute for other appropriate treatment.

- E. In the event that physical restraint or seclusion is used on a student four or more times within twenty school days:
 - 1. An administrator, one or more of such student's teachers, the parent/guardian of such student and, if any, a mental health professional shall convene for the purpose of:
 - a. Conducting or revising a behavioral assessment of the student;
 - b. Creating or revising any applicable behavioral intervention plan; and
 - c. Determining whether such student may require special education.
 - 2. If such student is a child requiring special education or is a child being evaluated for eligibility for special education and awaiting a determination, such student's planning and placement team shall convene for the purpose of (1) conducting or revising a behavioral assessment of the student, and (2) creating or revising any applicable behavioral intervention plan, including, but not limited to, such student's individualized education plan.
- F. The parent/guardian of a student who is placed in physical restraint or seclusion shall be notified not later than twenty-four hours after the student is placed in physical restraint or seclusion. A reasonable effort shall be made to provide such notification immediately after such physical restraint or seclusion is initiated.
- G. School employees shall not use a physical restraint on a student or place a student in seclusion unless he/she has received training on the proper means for performing such physical restraint or seclusion.
- H. The Board of Education, and each institution or facility operating under contract with the Board to provide special education for children, including any approved private special education program, shall:
 - 1. Record each instance of the use of physical restraint or seclusion on a student;
 - 2. Specify the nature of the emergency that necessitated the use of such physical restraint or seclusion; and
 - 3. Include such information in an annual compilation on its use of such restraint and seclusion on students.
- I. The Board and institutions or facilities operating under contract with the Board to provide special education for children, including any approved private special education program shall provide such annual compilation to the Department of Education in order to examine incidents of physical restraint and seclusion in schools.

Physical Restraint/Seclusion/Exclusionary Time Out, continued

- J. Any use of physical restraint or seclusion on a student shall be documented in the student's educational record. The documentation shall include:
1. The nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise; and
 2. A detailed description of the nature of the restraint or seclusion, the duration of such restraint or seclusion and the effect of such restraint or seclusion on the student's established educational plan.
- K. Any incident of the use of restraint or seclusion that results in physical injury to a student shall be reported to the State Board of Education.

Required Training and Prevention Training Plan

Training shall be provided by the Board to the members of the crisis intervention team for each school in the district. The Board may provide such training to any teacher, administrator, school professional or other school employee, designated by the school principal and who has direct contact with students regarding physical restraint and seclusion of students. Training shall be provided during the school year and shall include, but not be limited to:

- A. An overview of the relevant laws and regulations regarding the use of physical restraint and seclusion on students and the proper uses of physical restraint and seclusion.
- B. The creation of a plan by which the Board will provide training regarding the prevention of incidents requiring physical restraint or seclusion of students.
- C. The planning requires training regarding the proper means of physical restraint or seclusion of a student, including, but not limited to:
 1. Verbal defusing and de-escalation;
 2. Prevention strategies;
 3. Various types of physical restraint and seclusion;
 4. The differences between life-threatening physical restraint and other varying levels of physical restraint;
 5. The differences between permissible physical restraint and pain compliance techniques; and
 6. Monitoring methods to prevent harm to a student who is physically restrained or in seclusion, including training in the proper means of physically restraining or secluding a student.
 7. Recording and reporting procedures on the use of physical restraint and seclusion.

Physical Restraint/Seclusion/Exclusionary Time Out, continued**Crisis Intervention Teams**

For the school year commencing July 1, 2017 and each school year thereafter, the Board requires each school in the District to identify a crisis intervention team. Such team shall consist of any teacher, administrator, school professional or other school employee designated by the school principal and who has direct contact with student and trained in the use of physical restraint and seclusion.

Such teams shall respond to any incident in which the use of physical restraint or seclusion may be necessary as an emergency intervention to prevent immediate or imminent injury to a student or to others.

Each member of the crisis intervention team shall be recertified in the use of physical restraint and seclusion on an annual basis. The Board shall maintain a list of the members of the crisis intervention team for each student.

The Board establishes this portion of this policy regarding the use of an exclusionary time out, as defined in this policy. This policy regarding exclusionary time outs includes, but need not be limited to, the following requirements:

1. exclusionary time outs are not to be used as a form of discipline;
2. at least one school employee remains with the student, or be immediately available to the student such that the student and school employee are able to communicate verbally, throughout the exclusionary time out;
3. the space used for an exclusionary time out is clean, safe, sanitary and appropriate for the purpose of calming such student or deescalating such student's behavior;
4. the exclusionary time out period terminate as soon as possible; and
5. if such student is a child requiring special education, as defined in C.G.S. 10-76a, or a child being evaluated for special education, pursuant to C.G.S. 10-76d, and awaiting a determination, and the interventions or strategies are unsuccessful in addressing such student's problematic behavior, such student's planning and placement team shall convene as soon as is practicable to determine alternative interventions or strategies.

Dissemination of Policy

This policy and its procedures shall be made available on the District's website and in the Board's procedural manual. The policy shall be updated not later than sixty (60) days after the adoption or revision of regulations promulgated by the State Board of Education.

Physical Restraint/Seclusion/Exclusionary Time Out, continued

(cf. 4148/4248 - Employee Protection)
(cf. 5141.23 - Students with Special Health Care Needs)
(cf. 5144.2 - Use of Exclusionary Time Out Settings)

Legal Reference: Connecticut General Statutes

10-76b State supervision of special education programs and services.
10-76d Duties and powers of boards of education to provide special education programs and services.
10-236b Physical restraint and seclusion of students by school employees. (as amended by PA 17-220 and PA 18-51)
46a-150 Definitions. (as amended by PA 07-147 and PA 15-141)
46a-152 Physical restraint, seclusion and use of psychopharmacologic agents restricted. Monitoring and documentation required.
46a-153 Recording of use of restraint and seclusion required. Review of records by state agencies. Reviewing state agency to report serious injury or death to Office of Protection and Advocacy for Persons with Disabilities and to Office of Child Advocate. (as amended by PA 12-88)
53a-18 Use of reasonable physical force or deadly physical force generally.
53a-19 Use of physical force in defense of person.
53a-20 Use of physical force in defense of premises.
53a-21 Use of physical force in defense of property.
PA 07-147 An Act Concerning Restraints and Seclusion in Public Schools.
PA 15-141 An Act Concerning Seclusion and Restraint in Schools.
State Board of Education Regulations Sections 10-76b-5 through 10-76b-11.

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.1

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following athletic appointments:

Alves, John – WHS Varsity Boys Soccer Coach, eff. 08/23/19.
Ayers, Ryan – WHS Winter Strength & Conditioning Coach, eff. 11/28/18.
LeVasseur, Armand – Carrington Intramural Basketball, eff. 11/01/18.
Martinez, Joseph – KHS Assistant Indoor Track Coach, eff. 12/03/18.
McKenna, Hollis – CHS Assistant Football Coach, eff. 11/08/18.
Ocasio, Matthew – NEMS Volleyball Coach, eff. 11/02/18.
Putetti, Ronald – KHS Freshman Boys Basketball, eff. 12/10/18.

Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.2

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following appointments:

Shocki, Jeff – Site Coordinator, KHS Edgenuity Program, effective immediately.

Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.3

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following
21st Century/State Department of Education After-school Program Teacher
appointments, salary per contract:

Matthew DeMirs – Substitute PE Teacher

Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.4

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Extended School Hours Program (ESH) appointments, salary according to individual's contract:

<u>School</u>	<u>Last Name</u>	<u>First Name</u>	<u>Assignment</u>
<i>Bucks Hill</i>	Bassett	Stacey	Paraprofessional
<i>Chase</i>	Cianfagna	Traci	Teacher – Sub
	McCue	Erin	Teacher – Sub
<i>Kingsbury</i>	Osborne	Arielle	Lead Teacher – Grade 4
	Muratori	Katie	Grade 3 Teacher
	Capaldo	Christine	Substitute
	Hamel	Claire	Substitute
	Meaney	Susan	Substitute
	DiBella	Lee	Substitute
	Guedelha	Norma	Clerical
<i>Walsh</i>	Ocasio	Jessica	Sub Administrator
	Paolino	Ellen	Sub Administrator
<i>Washington</i>	Santos	Melanie	Sub Para

Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.5

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following teacher hires:

<u>Name</u>		<u>Assignment</u>		<u>Effective</u>
Barbieri	Amber	Bunker Hill	Special Ed	9/5/2018
Brown	Charlene	Duggan	Lib. Media Spec.	11/13/2018
Douglas	Lydia	Kennedy	Art	11/15/2018
Dunn Brown	Fallon-Gay	West Side	Theatre Arts	11/26/18
Evanoski	Jessica	Crosby	Special Ed	12/6/2018
Kuhse	Robert	WCA	Tech Ed.	11/5/2018
Metaj	Robin	Carrington	Lib. Media Spec.	11/26/2018
Mirles Vazquez	Charito	Chase	Bilingual Gr 2	9/12/2018
Rangel Garcia	Alicia	Chase	Bilingual Gr 3	9/26/2018
Ronalter	Joanne	Driggs	Special Ed	11/26/2018
Ruggiero	Candice	Reed	PreK Special Ed	11/29/18
Sanchez Cabrera	Alina	Hopeville	Social Worker	11/15/2018
Yuiza	Gladynell	West Side	Special Ed	9/26/2018

Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.6

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following resignations:

Rodriguez, Rachel – Driggs Reading, effective 11/02/18.

Mitchell, Deszreen – Bunker Hill Grade 5, effective 11/23/18.

Callahan, Antoinette – Reed PreK Special Education, effective 11/27/18.

Martinez-Marrero, Emmanuel – WHS Bil. Biology, effective 01/01/19.

Schreck, Peter – NEMS Math Lab, effective 11/30/18.

Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.7

December 20, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following retirements:

Casey, Nancy – WAMS Math, effective 01/01/19.

Curley, John – WHS Special Education, effective 06/30/19.

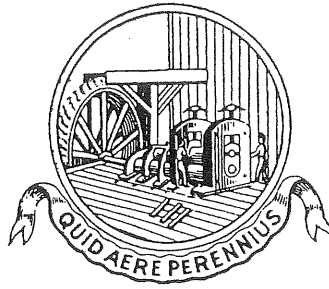
Respectfully submitted,

Verna D. Ruffin, Ed.D.
Superintendent of Schools

Communications



Packet week ending 12/18/18



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

December 6, 2018

William Clark
337 Humphrey St.
New Haven, CT 06511

Dear Mr. Clark:

Welcome to employment with the City of Waterbury. Your name is being selected for the position of "at-will" Appointed Chief Operating Officer in the Department of Education (Req. #2019416) at \$170,000.00 per year. Please contact Dr. Verna Ruffin, Superintendent of Schools at (203) 574-8000 with any questions you may have in regards to this position.

Your official start date in this position will be January 2, 2019.

Again, welcome to the City of Waterbury.

Sincerely,

Scott Morgan
Director of Human Resources

SM/sd

cc Board of Education
Dr. Ruffin, Supt. of Schools
file

Carrie Swain

From: Theresa DeMars <CABE@embrams-mail.com>
Sent: Friday, December 07, 2018 7:00 AM
To: Carrie Swain
Subject: CABE Policy Highlights 12-7-2018
Attachments: December 7 2018.pdf

EXTERNAL MAIL



Hello,

Attached you will find *CABE's Policy Highlights Publication* for **December 7, 2018**. Policy Highlights are designed to contain informative topics of interest for your district.

Please feel free to contact the Policy Department at 860-571-7446 with any questions or concerns.

The publication is attached as a PDF file. You will need Adobe Acrobat Reader which is available by [clicking here](#).

To unsubscribe to this publication, please email Terry DeMars at tdemars@cabe.org and state that you would like to unsubscribe from Policy Highlights.

Connecticut Association of Boards of Education

81 Wolcott Hill Road
Wethersfield, CT 06109
Phone 860-571-7446 ~ Fax 860-571-7452



Connecticut Association of Boards of Education

Vincent A. Mustaro, Senior Staff Associate for Policy Services

PRESENTS POLICY HIGHLIGHTS

December 7, 2018

Volume 18 – Issue #12

Annual Notice Required by the Title VI, Section 504, the Age Discrimination Act, Title II of the Americans with Disabilities Act, and the Boy Scouts of America Equal Access Act:

Several federal statutes protect the rights of beneficiaries not to be discriminated against in programs or activities receiving federal and/or state financial assistance. Specifically, the following statutes prohibit discrimination: Title VI (race, color, ethnicity, and national origin); Title IX (sex and pregnancy); Section 504 and Title II of the Americans with Disabilities Act (disability); and the Age Discrimination Act (age). The Boy Scouts of America Equal Access Act requires public schools to provide equal access to the use of school property to the Boy Scouts and other designated youth groups.

The regulations implementing the above statutes require school districts to notify students, parents, and others that they do not discriminate on the basis of race, color, ethnicity, national origin, sex, pregnancy, disability, or age, and that they provide equal access to the Boy Scouts and other designated youth groups. (Title VI, 34 C.F.R. §100.6(d); Title IX, 34 C.F.R. §106.9; Section 504, 34 C.F.R. §104.8; Age Discrimination Act, 34 C.F.R. §110.25; Title II, 28 C.F.R. §35.106; Boy Scouts Act, 34 C.F.R. §108.9) The regulations contain minor differences relating to the required content of the notices and the methods used to publish them.

- Download the U.S. Department of Education's *Notice of Non-Discrimination*, which describes the content requirements of notices under these statutes, including the methods of notification required by Title IX and Section 504, and contains a sample notice of non-discrimination school districts may use to meet the requirements of **all** of the above statutes, at:

<http://www2.ed.gov/print/about/offices/list/ocr/docs/nondisc.html>.

- NOTE: The notice must include the identity and contact information of the coordinators designated to handle complaints under Title IX (34 C.F.R. §106.8), Section 504 (34 C.F.R. §104.8), the Americans with Disabilities Act (28 C.F.R. §35.107), and the Age Discrimination Act (34 C.F.R. §110.25).

Source: Source: "Annual Notices, August 2018," by Jordan Cooper, NSBA Senior Staff Attorney, NSBA, Council of School Attorneys.

Policy Implications: Issue #1 & #2 of *Policy Highlights* (July 6, 2018) contained a listing of required annual due process notifications. The first section of that publication addressed notifications required by federal legislation. As indicated in previous issues of *Policy Highlights*, we are continuing with this issue, to address these required notifications in greater detail. The next issue of *Policy Highlights* will address in detail the notification requirements of the Individuals with Disabilities Act (IDEA).

The policies impacted by the above are as follows:

- Policy #0521 – Nondiscrimination (Mission/Goals/Objectives)
- Policy #4118.11/4218.11 – Nondiscrimination (Personnel)
- Policy #5148.4 – Nondiscrimination (Students)
- Policy #6121 – Nondiscrimination/Equal Education Opportunity (Instruction)

The policies listed above are mandated policies.

- Policy #1330 or #3515 – Use of School Facilities (a recommended policy)

Selective Service System Registrar Program: Upon the referral of the State Department of Education (SDE) I had the opportunity to speak with CDR George Adams, a Reserve Forces Officer with the Selective Service System. One of his most important duties is promoting the mandatory registration of males ages 18-25, which is required under federal law.

He is currently seeking to encourage Connecticut high schools to appoint a member of the staff to register with the Selective Service Registrar Program and promote the mandatory registration with the local high school. Adams stated that, “the appointment and registration of this individual provides a conduit for the Selective Service to contact and provide materials to improve Selective Service registration.”

Federal law considers it a young man’s civic duty and legal obligation to register with the Selective Service. Unfortunately, many young men students are not aware of the existence of this registration requirement. Some mistakenly believe it does not apply to them. Not registering is a felony. Young men prosecuted and convicted of failure to register may be fined up to \$250,000, imprisoned for up to five years, or both. Failure to register also may cause men to permanently lose eligibility for student college financial aid and grants, government employment, job training and U.S. citizenship for male immigrants.

Registration can be done online at www.sss.gov or at any U.S. Post Office.

Information regarding the Selective Service Registrar Program, including the application form, is available at: <https://www.sss.gov/Volunteers/Selective-Service-Registrar-Program>.

Additional information is also available by contacting CDR George Adams, Reserve Forces Officer, 1CT at 360-320-0241.

Policy Implications: Every day more than 6,000 young men in America celebrate their 18th birthday. A group that large demands attention and needs guidance. This important topic does not require a policy. It is urged that principals of local high schools nominate a guidance counselor, teacher, or administrative staff member to serve as a Selective Service registrar to educate male students about the federal requirement to register with the Selective Service System. The high school registrar program provides a convenient location and means for young men to register at their school.

It is also recommended that this topic and the responsibility it contains for young men be included in the student handbook at the high school level.

School Improves Culture with Restorative Justice: A Colorado high school that previously was known as violent has been able to turn around its school culture by implementing a restorative-justice model. Since adopting restorative justice in 2011, aggressive behaviors have decreased by 43% and graduation rates have increased 11.3%.

William C. Hinkley High School in Aurora, Colo., a winner in the Schools of Opportunity project, which recognizes public high schools that work to close opportunity gaps by creating learning environments that reach every student, used “restorative justice,” a concept that has developed over the past 35 years as an alternative to traditional disciplinary and criminal justice systems in and out of school.

While its critics say it is simply a way to be easy on offenders, it is far more than that. The Centre for Justice & Reconciliation formally defines restorative justice this way:

“Restorative justice is a theory of justice that emphasizes repairing the harm caused by criminal behavior. It is best accomplished through cooperative processes that include all stakeholders. This can lead to transformation of people, relationships and communities.

In practice, it means that the harm done is repaired and the perpetrator takes responsibility, and that the best way to repair the harm is for all stakeholders to be involved. According to the center:

Restorative justice views crime as more than breaking the law – it also causes harm to people, relationships, and the community. So a just response must address those harms as well as the wrongdoing. If the parties are willing, the best way to do this is to help them meet to discuss those harms and how to [bring about] resolution. Other approaches are available if they are unable or unwilling to meet. Sometimes those meetings lead to transformational changes in their lives.”

Located in one of the Denver metro area’s lowest resource neighborhoods, William C. Hinkley High School once had a reputation as a violent school with gang conflicts. Since 2011, all of that has changed. A robust “culture of care” drives policies and practices that create a healthy, positive learning environment for students, teachers and staff.

The school’s teachers, staff, and leadership systematically worked on improving the school’s culture by replacing ineffective push-out discipline policies with restorative justice (RJ) principles. Suspensions and expulsions are sometimes appropriate and even necessary, but when these discipline policies are overused, they needlessly deprive students of learning opportunities, and they leave the underlying problems in place.

At Hinkley, everyone participates in RJ practices. Students, teachers, staff and parents learn how to resolve conflicts with an eye toward changing (rather than just punishing) bad behavior choices, talking through conflicts, and repairing harm while improving communication.

Source: “This school once had a reputation for violence. Here’s how that changed.” By Valerie Strauss, *The Washington Post*, October 11, 2018.

Policy Implications: The November and December issues of the CABE Journal contained a two-part article on this topic and is recommended for your reading on this topic. Moving toward a restorative approach requires fundamental change; changes in how we think and how we interact. Therefore, the move towards a restorative approach is a slow one, requiring significant training and commitment. However, as the above indicates, it can be successful. The process is always voluntary for students.

Implementing this practice represents a change in culture. Board policy remains an important element in a district's culture and practices. A new policy, #5144.12, "Student Discipline: Restorative Justice Approach," and an administrative regulation have been developed and are available. Another approach is to include language pertaining to this approach in the district's existing student discipline policy. CABE has such language for consideration.

Food for thought:

"We speak different languages, we come from different cultures, we keep different traditions. No matter who we are, or where we are, we are not responsible for the past, but we are responsible for the future."

Source: A high-school poster quoted in "Abby as Ally: Argument for Culturally Disruptive Pedagogy" by Timothy San Pedro in *American Educational Research Journal*, December 2018 (Vol. 55, #6, p. 1193-1232).

"A diverse teaching corps should be a goal of every school not because it may raise the test scores of some students, but because it will help all students understand that our country is made up of many different kinds of people and that this variety is one of the strengths of our democracy."

Source: Jeremy Glazer (Rowan University) in a *New York Times* letter, September 23, 2018,



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

December 13, 2018

Gregory Rodriguez
1912 Troy Dr.
Carlsbad, NM 88220

Dear Mr. Rodriguez:

Congratulations, you have been selected for employment with the City of Waterbury for the position of Deputy Superintendent of Schools in the Education Department (Requisition #2019430.) In this position, your starting compensation will be \$180,000.00 per year. In addition you may be eligible for benefits.

This is a conditional offer pending satisfactory results of the pre-employment process. This process includes a urine drug screen, physical exam and a Human Performance Evaluation 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.

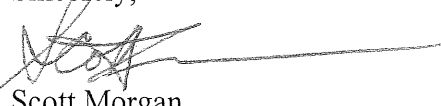
Please provide the following items, which are necessary for completing your pre-employment requirements for the final certification:

- 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,


Scott Morgan
Director of Human Resources

SM/sd

cc: Board of Education
Dr. Ruffin, Supt. of Schools
file