

Board of Education

REGULAR MEETING

Thursday, August 16, 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. Communication dated July 23, 2018 from Rebekah Etique regarding college costs.
- b. Copy of communications dated July 26, 2018 from Civil Service certifying Willie Jones, Todd Piascik, Jared Collette, Joshua Mediaville, Jesse Saunders, and John Santopietro for the position of Maintainer I.
- c. Copy of communications dated August 6, 2018 from Civil Service certifying Luz Alicea, Shirie Woods, Michael Feliciano, and Beverly Beverly for the position of Paraprofessional.
- d. Copy of communications dated August 7, 2018 from Civil Service certifying Marlene Correa, Keisha Saunders, Ramona Hunter, Stephany Alvarado, and Tawnesha Potts for the position of Paraprofessional.
- e. Copy of communication dated August 7, 2018 from Civil Service to Dimary Rodas regarding acceptance of offer for the position of Lunch Aide.
- f. Copy of communications dated August 7, 2018 from Civil Service certifying Ebony Gaines for the position of Administrative Associate I, Lauren Smoot for the position of School Secretary, and Sheri Jameson for the position of Food Service Worker..

5. *Approval of Minutes:* April 5, 2018 Special Meeting, April 5, 2018 Workshop, April 26, 2018 Rescheduled Regular Meeting, May 2, 2018 Rescheduled Workshop, May 17, 2018 Regular Meeting, June 7, 2018 Special Meeting, June 7, 2018 Workshop, June 28, 2018 Regular Meeting, July 12, 2018 Rescheduled Workshop, and July 19, 2018 Regular Meeting.

6. *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.

7. *Superintendent's Announcements*

8. *President's Comments*

9. *Consent Calendar*

- 9.1 *Committee of the Whole:* Request approval of a College Facility Request/Reservation Agreement with Naugatuck Valley Community College.
- 9.2 *Committee of the Whole:* Reappointment of Nancy Vaughan as the Department of Education's representative to the Greater Waterbury Cable Council.
- 9.3 *Committee of the Whole:* Request approval of revisions to the 2018/19 School Year Calendar.
- 9.4 *Committee of the Whole:* Request approval of an Agreement with Springfield College for Social Work Internships.

- 9.5 *Committee on Finance:* Request approval of a Professional Services Agreement with AAA Nursing Care, LLC to provide nursing services.
- 9.6 *Committee on Finance:* Request approval of a Professional Services Agreement with Constellation School-Based Therapy LLC to provide registered behavior technician services.
- 9.7 *Committee on Finance:* Request approval of an Agreement with Joseph Caiazzo, d/b/a Abbey Vending, to provide messenger/courier services.
- 9.8 *Committee on Policy:* Request approval of revisions to the High School Graduation Exit Criteria Policy (#6146).
- 9.9 *Committee on Legislation:* Request approval a Resolution Proposal to CABE regarding state grant process and timelines.
- 9.10 *Committee on School Facilities & Grounds:* Use of school facilities by school organizations and/or City departments.
- 9.11 *Committee on School Facilities & Grounds:* Use of school facilities by outside organizations and/or waiver requests.

10. Items Removed from Consent Calendar

11. Committee on Policy – Commissioner Sweeney.

- 11.1 Request approval of revisions to the Board of Education Bylaws #9010.
- 11.2 Request approval of the new policy “Electronic Participation” #9005.

12. Executive Session

13. Committee on School Personnel – Commissioner Stango

- 13.1 Tinker School Principal appointment.
- 13.2 Lateral transfer request to Supervisor, Office of Early Childhood Education.
- 13.3 Lateral transfer request to Supervising Vice Principal, Driggs School.
- 13.4 Request approval of the jobs specifications for the position of Assistant (Deputy) Superintendent of Schools.

14. Superintendent’s Notification to the Board

- 14.1 Appointments:
Simms, Amy – Interim Principal, Bucks Hill Annex Pre-K, effective 08/23/18.

14.2 Athletic appointments:

Clough, Kaitlyn – Duggan, Girls Basketball Coach, eff. 01/01/19.

O'Neill, Patrick – WAMS, Unified Sports Associate Coach, eff. 08/27/18.

Shepherd, Myrania – WHS, Head Cheerleading Coach, eff. 08/23/18.

Walker, Ryan – KHS Head Girls Swimming Coach, eff. 08/23/18.

14.3 Grant funded appointments effective immediately:

Coia, Cynthia – ESL Teacher, Adult Education, \$32.00 p/hour, part time and without benefits, funded by Adult Education.

Curci, Joseph – Science Teacher, Adult Education, \$32.00 p/hour, part time and without benefits, funded by Adult Education.

Hayes, Deborah – Parent Liaison, WMS, \$15.12 p/hour, full time, non-union with benefits, funded by Title I.

Peralta, Juan Carlos – Hall Duty Monitor, NEMS, \$90.00 p/day, part time and without benefits, funded by Title I.

14.4 Teacher new hires:

LAST	FIRST	SCHOOL	ASSIGNMENT	DOH
Drewry	Emily	Kennedy	ELA	8/23/2018
Field	Lauren	W. Cross	Gr 2	8/23/2018
Herbert	Sharell	Wallace	ELA Gr. 7	8/23/2018
Johnson (Wilkins)	Mariah	Tinker	Gr. 2	8/23/2018
Kabusk	Alyssa	West Side	Guidance Counselor	8/23/2018
Kulesza	Kimberly	West Side	ELA	8/23/2018
Lance	Michele	Bunker Hill	Gr 4	8/23/2018
Lundquist	Jessica	Wallace	ELA Gr. 7	8/23/2018
Maxhari	Marinela	West Side	Math Gr. 7	8/23/2018
Mitchell	Deszreen	Bunker Hill	Gr 5	8/23/2018
Osborne	Arielle	Kingsbury	Gr 4	8/23/2018
Scarfone	Concetta	WAMS	WL-Spanish/Italian	8/23/2018
Shinskie	Shannon	Wilby	ROTC Instructor	8/01/2018

14.5 Involuntary transfers:

Blakeslee, Marisa – from Principal, Bucks Hill PreK Annex to Early Childhood Special Education Supervisor, effective 08/23/18.

14.6 Resignations:

Cocco, Lynn – CHS Guidance Counselor, effective 06/30/18 (correction – previously listed as retirement).

Coyle, Kerry – CHS English/Language Arts, effective 07/19/18.

DeFilio, Rachel – Tinker grade five, effective 07/24/18.

Denu, Reese – WCA Spanish, effective 08/06/18.

George, Phelan – NEMS Technology Education, effective 07/17/18.

Julian, Kate – Tinker BDLC grade 3 – 5, effective 07/25/18.

Razz, Jamie – Regan grade two, effective 07/18/18.

Sloat, Sean – WCA Math, effective 07/16/18.

Stevens, Jaime – Regan grade four, effective 08/07/18.

Sweeny, Sarah – Bucks Hill Special Ed, effective 07/31/18.
Tichon, Joanne – WHS Family Consumer Science, effective 07/27/18.
Tremose, Kathleen – CHS Biology, effective 06/21/18.
Velodota, Danielle – Chase grade five, effective 07/18/18.
Weedon, Virginia – Bucks Hill, Library Media Specialist, effective 07/27/18.

15. Unfinished Business of Preceding Meeting Only

16. Other Unfinished, New, and Miscellaneous Business

17. Executive Session

18. Adjournment

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.1

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends that the Board of Education approve of a College Facility Request/Reservation Agreement with Naugatuck Valley Community College, at no cost, for the use of a room on campus for the Transition Learning Center Program for students with disabilities.

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.2

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends that the Board of Education approve of the appointment of Nancy Vaughan to serve on the Greater Waterbury Cable Council, Inc. as the representative for the Waterbury Board of Education for the term of July 1, 2018 through June 30, 2020.

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.3

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends that the Board of Education approve of the revised 2018-2019 Waterbury Public Schools Calendar, as attached.

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.4

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends that the Board of Education approve of an Agreement with Springfield College, for a period of three years and at no cost, to provide social work student internships.

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.5

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve of a Professional Services Agreement with AAA Nursing Care, LLC, for a three year period, to provide nursing services for the Waterbury School District and students with disabilities.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.6

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve of a Professional Services Agreement with Constellation School-Based Therapy, LLC, for a three year period, to provide Registered Behavior Technician Services for students with disabilities.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.7

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends that the Waterbury Board of Education approve of an Agreement with Joseph Caiazzo, d/b/a Abbey Vending, for a three year period, to provide messenger/courier services for the Department of Education.

Approved:

Catherine N. Awwad

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY

Item #9.8

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy recommends the Waterbury Board of Education approve the revised High School Graduation Exit Criteria Policy, #6146, as attached.

Approved:

Ann M. Sweeney

High School Graduation Exit Criteria**High School Graduation Exit Criteria for Graduating Classes of 2016 through 2019 2022**

To complete the graduation requirements and receive a high school diploma from the City of Waterbury Public Schools, a student must take the Science CAPT (Science Connecticut Academic Performance Test) in Grade 10, and SB (Smarter Balanced) or CTAA (Connecticut Alternative Assessment) in grade 11 to satisfy the State Department of Education requirements for the core subjects, and complete the Waterbury Board of Education policy (High School Grading/QPR - #6146.1) for the attainment of 22 Carnegie Units.

In the event that the student does not meet the Exit Criteria goal on CAPT or SB or CTAA established by the Board of Education, the student will meet with his/her Guidance Counselor to determine an appropriate course of action for meeting graduation requirements.

Graduation Requirements 22 credits	
4.0	English
3.0	Mathematics
2.0	Science
3.0	Social Studies (1.0 US History & 0.5 Civics)
1.0	Physical Education (0.5 Health)
1.0	Arts and/or Vocational Education
8.0	Open Electives

A student must earn five (5) Carnegie units to be promoted to the 10th grade.

A student must earn ten (10) Carnegie units and have completed the 10th grade to be promoted to the 11th grade.

A student must earn fifteen (15) Carnegie units and have completed three (3) years of high school to be promoted to the 12th grade.

Twenty-two (22) Carnegie Units and completion of four (4) years of high school are required for graduation. All students must follow the core curriculum as outlined by the Board of Education. *Further, if a student has credits withheld due to unexcused absences, in accordance with the Board of Education attendance policy, those credits are declared unearned credits.*

Carnegie Units	Meeting Times	C.U.'s Earned
Extended courses	15 periods/per week	3.0 c.u.
Extended courses	10 periods/per week	2.0 c.u.
Lab Sciences courses	6 periods/per week	1.2 c.u.
Regular courses	5 periods/per week	1.0 c.u.
Elective courses	4 periods/per week	.8 c.u.
½ year courses	5 periods/per week	.5 c.u.
½ year courses	4 periods/per week	.4 c.u.

High School Graduation Exit Criteria continued**High School Graduation Exit Criteria for Graduating Classes of 2020-2023 and Beyond**

To complete the graduation requirements and receive a high school diploma from the City of Waterbury Public Schools, a student must take the Science CAPT (Science Connecticut Academic Performance Test) in Grade 10, and SB (Smarter Balanced) or CTAA (Connecticut Alternative Assessment) in grade 11 to satisfy the State Department of Education requirements for the core subjects, and complete the Waterbury Board of Education policy (High School Grading/QPR - #6146.1) for the attainment of 25 Carnegie Units (Graduation Cohorts 2020 and beyond).

In the event that the student does not meet the Exit Criteria goal on CAPT or SB or CTAA established by the Board of Education, the student will meet with his/her Guidance Counselor to determine an appropriate course of action for meeting graduation requirements.

College & Career Ready 25 credits		Career & Life Skills 25 credits	
4.0	English	4.0	English
4.0	Mathematics	4.0	Mathematics
3.0	Science	3.0	Science
3.0	Social Studies	3.0	Social Studies
1.5	Physical Education	1.5	Physical Education
1.0	Fine Arts	1.0	Fine Arts
1.0	Educational Technology	1.0	Educational Technology
3.0	World Languages	2.0	Career & Life Skills Electives
3.0	Open Electives	4.0	Open Electives
1.5	Capstone Experience	1.5	Capstone Experience

A student must earn five (5) Carnegie units to be promoted to the 10th grade.

A student must earn ten (10) Carnegie units and have completed the 10th grade to be promoted to the 11th grade.

A student must earn fifteen (15) Carnegie units and have completed three (3) years of high school to be promoted to the 12th grade.

Twenty-five (25) Carnegie Units and completion of four (4) years of high school are required for graduation. All students must follow the core curriculum as outlined by the Board of Education. *Further, if a student has credits withheld due to unexcused absences, in accordance with the Board of Education attendance policy, those credits are declared unearned credits.*

Carnegie Units	Meeting Times	C.U.'s Earned
Extended courses	15 periods/per week	3.0 c.u.
Extended courses	10 periods/per week	2.0 c.u.
Lab Sciences courses	6 periods/per week	1.2 c.u.
Regular courses	5 periods/per week	1.0 c.u.
Elective courses	4 periods/per week	.8 c.u.
½ year courses	5 periods/per week	.5 c.u.
¼ year courses	4 periods/per week	.4 c.u.

High School Graduation Exit Criteria continued

(NOTE: Graduating Class is defined as a group of students who started ninth grade for the first time and are expected to graduate in four years. For example, if a student started as a freshman in 2015 then their expected graduating class would be 2019.)

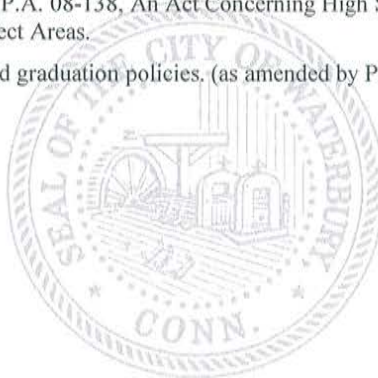
Legal Reference: Connecticut General Statutes

10-14n Statewide mastery examination. Conditions for reexamination. Limitation on use of test results.

10-16(l) Graduation exercises. (As amended by PA 96-108, An Act Concerning Student Use of Telecommunication Devices and the Establishment of Graduation Dates)

10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation, and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses and Other Subject Areas.

10-233(a) Promotion and graduation policies. (as amended by PA 01-166)



Policy adopted by the Waterbury Board of Education on March 7, 2013, revised on May 7, 2015, revised on September 3, 2015, and revised on **DRAFT**

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON LEGISLATION

Item #9.9

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Legislation recommends the Waterbury Board of Education approve of the submission of the following Resolution Proposal to CABE:

Resolution Proposal Form

Submitted by: Waterbury Board of Education

Title: State Grant Timelines

Issue: The need to provide appropriate timelines to expend grant funds for grants such as Alliance facilities grants that are tailored to the project to be funded.

Resolution: CABE urges the state to provide uniform grant spending timelines of no less than 24 months after the Bond Commission approves funding for grants.

Rationale: Grants such as the Alliance facilities grants are awarded for projects of varying complexity. Some require more time to ensure project details provide the most cost effective solutions available, that RFP's/RFQ's are properly constructed, draw a sufficient pool of applicants, and are vetted properly. It is important for districts to have sufficient time to vet projects to ensure maximizing grant funds

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.10

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on School Facilities and Grounds 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
G. Wright	WAMS gym & café: Wed., Oct. 3, 2018 4:30-7:30 pm (Title I District Advisory Council annual meeting) Gilmartin café, gym, lib.: Wed., Nov. 14, 2018 4:30-7:30 pm (Title I District Parent Advisory Council meeting)
J. Hayes	Career Academy café: Aug. 21 & 22, 7:00 am - 4:00 pm (teacher orientation)
L. Richard	Career Academy media ctr.: Fri., Oct. 19, 7 am – 2 pm (HOSA state advisory meeting) Career Academy 4 th Floor rms.: Fri., Sept. 7, 5 – 7 pm (CNA Pinning Ceremony) Career Academy gym: Mon., Oct. 29, 7 am – 3 pm (Blood Drive sponsored by HOSA students) Career Academy gym, rms.: Sat., March 9, 2019, 7 am – 5 pm (HOSA State Leadership Conference) (snow day: 3/16/19)
D. Mortensen	Rotella conference rm.: Nov. 8 & 9, 8 am – 3 pm, (Lively Letters Training)
PTSO	WAMS café: Wed., Sept. 5, 4:30 - 8:00 pm (ice cream social) WAMS lib.: 1 st Wed. each month – Oct. to June 4:30 - 7:30 pm (PTSO mtgs.) WAMS café: Fri., Oct. 25 th 5:00 - 8:30 pm (M/S Halloween dance)
S. Schulte	WAMS dance studio, apron stage, recital hall, drama studio, café, atrium: Nov. thru April for rehearsals
B. Post	WAMS rm.: 8/27/18-10/28/18, 2:15 - 7:00 pm (rehearsals)
J. Reed	Crosby media ctr. & rooms: Thurs., Aug. 23, 7:30 am - 3:00 pm (Prof Dev. – Science teachers)

Approved:

Charles E. Pagano

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.11

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on School Facilities and Grounds 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
Valley Chordsmen	Rotella auditorium, 11/8/18, 5 - 10 pm, rehearsal
G. Riccio	and 11/10/18 5-10 pm performance

REQUESTING WAIVERS:

Wtby. Knights	Career Academy gym: Sat. & Sun. August 18 & 19, 10 am – 2 pm	
C. Jones	(cheerleading try-outs)	(\$420.)
Town Plot Sports	West Side gym: Saturdays, 9/8/18 – 10/27/18. 9:00 am – 3:00 pm	(\$2,352)
D. Cronin	Duggan gym: Sat. & Sun., 11/3/18 – 3/31/19, 9:00 am - 5:00 pm	
	(basketball programs)	(\$13,604.)

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

Southmayd Home	Kingsbury parking lot: Sat., Sept. 8, 2018 1:00-3:30 pm
K. Cunningham	(use of school parking lot if addition parking space is needed for Southmayd Home open house event)
P.A.L.	Wilby gym: Fri., Nov. 9, 2018, noon - 11:00 pm
Ofc. Chris Amatruda	(Wrestling event)
Hoops 4 Life	WSMS gym: 9/17 – 11/15/18, weeknights, 4:30 - 9:00 pm
D. Fryer	Reed gym: 9/17 – 11/15/18, weeknights, 4:30 - 9:00 pm
	(basketball programs)
Town Plot Sports	Duggan gym: Tues. & Thurs. 11/1/18 – 3/28/19, 6 – 9 pm
D. Cronin	

Approved:

Charles E. Pagano

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY

Item #11.1

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy recommends the Waterbury Board of Education approve of revisions to the Bylaws of the Board, #9010, under "Standing Committees", the addition of the following:

- e. The Board will allow electronic participation of members of Standing committees and Ad-hoc committees in accordance with Board policy #9005 "Electronic Participation".

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON POLICY

Item #11.2

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on Policy recommends the Waterbury Board of Education approve of the new policy entitled "Electronic Participation" (#9005), as attached.

Approved:

Ann M. Sweeney

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #13.1

August 16, 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, Tinker School, effective immediately.

Respectfully submitted,

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

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #13.2

August 16, 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 lateral transfer request of Maureen Bergin from Early Childhood Special Education Supervisor to Supervisor, Office of Early Childhood Education, effective August 23, 2018.

Respectfully submitted,

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

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #13.3

August 16, 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 lateral transfer request of Kelly Pinho from Supervising Vice Principal, Wilson School, to Supervising Vice Principal, Driggs School, effective August 2, 2018.

Respectfully submitted,

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

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #13.4

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Committee on School Personnel recommends the Waterbury Board of Education approve the jobs specifications for the position of Assistant (Deputy) Superintendent of Schools, as attached.

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #14.1

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Simms, Amy – Interim Principal, Bucks Hill Annex Pre-K, effective 08/23/18.

Respectfully submitted,

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

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #14.2

August 16, 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:

Clough, Kaitlyn – Duggan, Girls Basketball Coach, eff. 01/01/19.
O'Neill, Patrick – WAMS, Unified Sports Associate Coach, eff. 08/27/18.
Shepherd, Myrania – WHS, Head Cheerleading Coach, eff. 08/23/18.
Walker, Ryan – KHS Head Girls Swimming Coach, eff. 08/23/18.

Respectfully submitted,

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

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #14.3

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following grant funded appointments effective immediately:

Coia, Cynthia – ESL Teacher, Adult Education, \$32.00 p/hour, part time and without benefits, funded by Adult Education.

Curci, Joseph – Science Teacher, Adult Education, \$32.00 p/hour, part time and without benefits, funded by Adult Education.

Hayes, Deborah – Parent Liaison, WMS, \$15.12 p/hour, full time, non-union with benefits, funded by Title I.

Peralta, Juan Carlos – Hall Duty Monitor, NEMS, \$90.00 p/day, part time and without benefits, funded by Title I.

Respectfully submitted,

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

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #14.4

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

LAST	FIRST	SCHOOL	ASSIGNMENT	DOH
Drewry	Emily	Kennedy	ELA	8/23/2018
Field	Lauren	W. Cross	Gr 2	8/23/2018
Herbert	Sharell	Wallace	ELA Gr. 7	8/23/2018
Johnson (Wilkins)	Mariah	Tinker	Gr. 2	8/23/2018
Kabusk	Alyssa	West Side	Guidance Counselor	8/23/2018
Kulesza	Kimberly	West Side	ELA	8/23/2018
Lance	Michele	Bunker Hill	Gr 4	8/23/2018
Lundquist	Jessica	Wallace	ELA Gr. 7	8/23/2018
Maxhari	Marinela	West Side	Math Gr. 7	8/23/2018
Mitchell	Deszreen	Bunker Hill	Gr 5	8/23/2018
Osborne	Arielle	Kingsbury	Gr 4	8/23/2018
Scarfone	Concetta	WAMS	WL-Spanish/Italian	8/23/2018
Shinskie	Shannon	Wilby	ROTC Instructor	8/01/2018

Respectfully submitted,

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

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #14.5

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following involuntary transfers:

Blakeslee, Marisa – from Principal, Bucks Hill PreK Annex to Early Childhood Special Education Supervisor, effective 08/23/18.

Respectfully submitted,

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

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #14.6

August 16, 2018

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Cocco, Lynn – CHS Guidance Counselor, effective 06/30/18 (correction – previously listed as retirement).
Coyle, Kerry – CHS English/Language Arts, effective 07/19/18.
DeFilio, Rachel – Tinker grade five, effective 07/24/18.
Denu, Reese – WCA Spanish, effective 08/06/18.
George, Phelan – NEMS Technology Education, effective 07/17/18.
Julian, Kate – Tinker BDLC grade 3 – 5, effective 07/25/18.
Razz, Jamie – Regan grade two, effective 07/18/18.
Sloat, Sean – WCA Math, effective 07/16/18.
Stevens, Jaime – Regan grade four, effective 08/07/18.
Sweeny, Sarah – Bucks Hill Special Ed, effective 07/31/18.
Tichon, Joanne – WHS Family Consumer Science, effective 07/27/18.
Tremose, Kathleen – CHS Biology, effective 06/21/18.
Velodota, Danielle – Chase grade five, effective 07/18/18.
Weedon, Virginia – Bucks Hill, Library Media Specialist, effective 07/27/18.

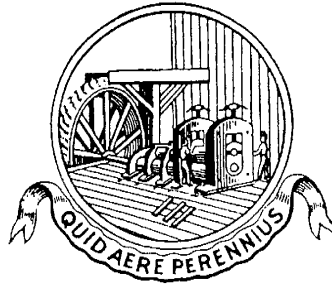
Respectfully submitted,

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

Communications



Packet week ending 8/14/18



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

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

August 1, 2018

Denise Dilworth-Jones
188 Three Mile Hill Rd.
Middlebury, CT 06762

Dear Ms. Dilworth-Jones:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional at West Side Middle School (Req. #2018469) at \$16.36 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 August 30, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 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.

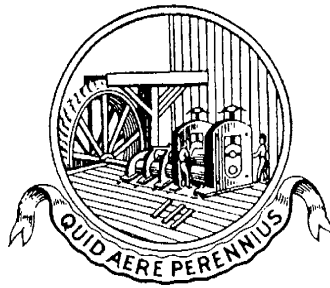
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 1, 2018

Simone Lacy
205 Cooke St.
Waterbury, CT 06710

Dear Ms. Lacy:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional – Washington Elementary School (Req. #2018450) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 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.

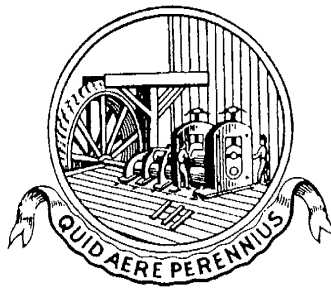
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Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 1, 2018

Shannon Laccone
123 Hewey St., Fl. 2
Waterbury, CT 06705

Dear Ms. Laccone:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional – Washington Elementary School (Req. #2018449) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 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.

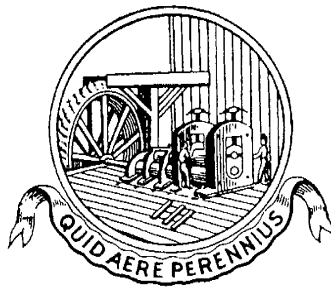
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 1, 2018

Raevynn Williams
109 Frost Rd., 2nd Fl.
Waterbury, CT 06705

Dear Ms. Williams:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional – Bucks Hill Elementary School (Req. #2018544) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 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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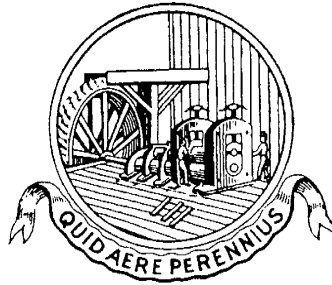
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 2, 2018

Ivet Arroyo
22 West Porter St., Apt. 4C
Waterbury, CT 06708

Dear Ms. Arroyo:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional at Chase Elementary School (Req. #2018462) at \$16.36 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 August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 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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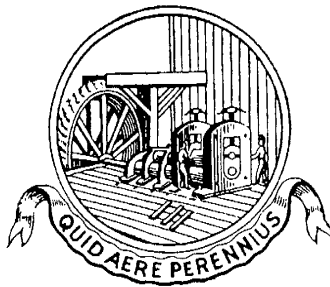
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 6, 2018

Luz Alicea
152 Oak St.
Waterbury, CT 06704

Dear Ms. Alicea:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional – Carrington Elementary School (Req. #2018468) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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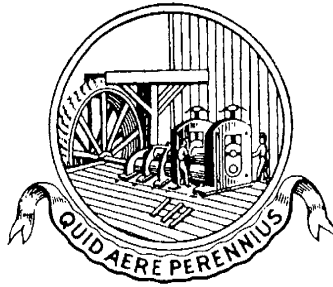
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 6, 2018

Shirie Woods
129 Park Rd.
Waterbury, CT 06708

Dear Ms. Woods:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2018748) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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

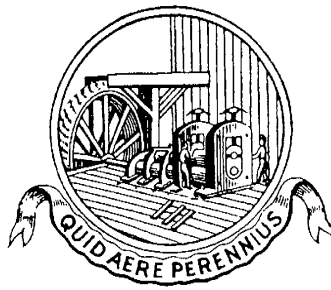
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 6, 2018

Michael Feliciano
151 Bunker Hill Ave., #3
Waterbury, CT 06708

Dear Mr. Feliciano:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional – State Street School (Req. #2018533) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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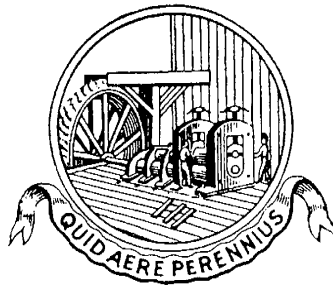
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 6, 2018

Beverly Beverly
50 Old Farms Rd.
Watertown, CT 06795

Dear Ms. Beverly:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2018746) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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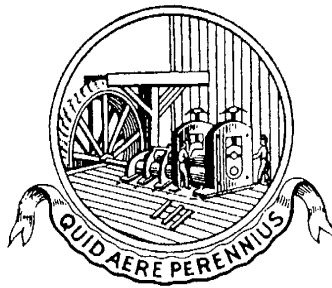
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 7, 2018

Marlene Correa
191 Bennett Ave.
Waterbury, CT 06708

Dear Ms. Correa:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional at Woodrow Wilson Elementary School (Req. #2018750) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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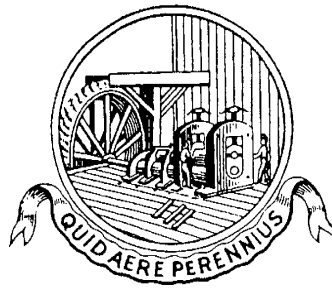
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Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 7, 2018

Keisha Saunders
107 Stillson Rd.
Waterbury, CT 06705

Dear Ms. Saunders:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional at Hopeville Elementary School (Req. #2018744) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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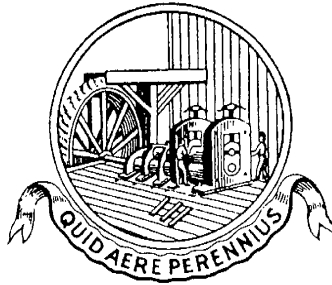
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Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 7, 2018

Ramona Hunter
144-A Springbrook Rd.
Waterbury, CT 06706

Dear Ms. Hunter:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2018752) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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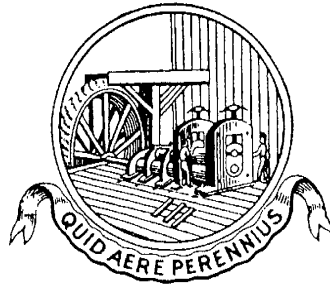
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Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 7, 2018

Stephany Alvarado
20 Dorian Terrace, Apt. A
Waterbury, CT 06708

Dear Ms. Alvarado:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2018753) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 at your regular scheduled time.

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

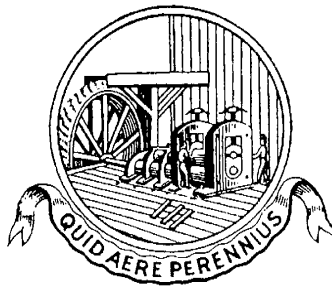
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Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 7, 2018

Tawnesha Potts
62 Alma St., Fl. 2
Waterbury, CT 06705

Dear Ms. Potts:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2018751) at \$16.36 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, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 23, 2018 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.

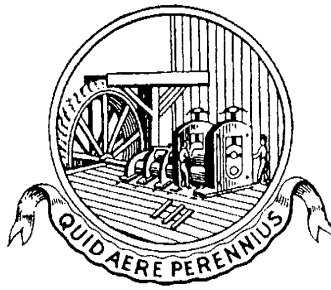
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Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc: Board of Education
Dr. Ruffin,, Supt. of Schools
Melissa Baldwin, Director of Spec 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

August 7, 2018

Dimary Rodas
146 Jersey St., Apt. 7
Waterbury, CT 06706

Dear Ms. Rodas:

We are pleased to receive your acceptance of our offer of employment for the position of Lunch Aide @ Wilson Elementary School for the Department of Education – Food Service (Requisition #2018466) at \$10.66 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.

We have scheduled your orientation for Thursday, August 23, 2018 at 11:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 27, 2018 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.

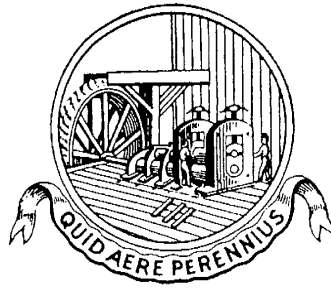
Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist

CSF/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

August 7, 2018

Ebony Gaines
106-6 Stonefield Dr.
Waterbury, CT 06705

Dear Ms. Gaines:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Administrative Associate I at Walsh Elementary School (Req. #2018548) at \$14.48 per hour. Please contact Ellen Paolino, Principal at Walsh Elementary School at (203) (203) 574-8164 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 27, 2018 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.

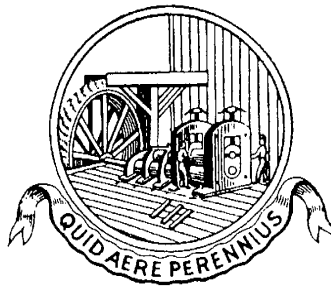
Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc Board of Education
Dr. Ruffin, Supt. of Schools
Ellen Paolino, Principal @ Walsh
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

August 7, 2018

Lauren Smoot
51 Plaza Ave.
Waterbury, CT 06710

Dear Ms. Smoot:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of School Secretary – Woodrow Wilson School (Req. #2019007) at \$16.06 per hour. Please contact Jennifer Rosser, Principal @ Woodrow Wilson School at (203) 573-6660 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 16, 2018 at 9:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 20, 2018 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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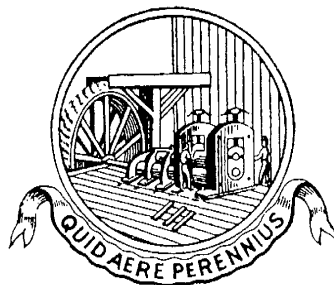
Again, welcome to the City of Waterbury.

Sincerely,


Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc Board of Education
Dr. Ruffin, Supt. of Schools
Jennifer Rosser, Prin @ W. Wilson
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

August 7, 2018

Sheri Jameson
54 Wyoming Ave.
Waterbury, CT 06706

Dear Ms. Jameson:

Your name is being certified to the Department of Education – Food Service for the position of Food Service Worker (Req. #2018368) at \$13.91 per hour.

Please contact Linda Franzese, Director of Food Service at (203) 574-8035 with any questions you may have in regards to this position.

Your official start date is August 27, 2018 at Gilmartin School.

Under the Civil Service Rules, your name will be removed from the eligibility list if you refuse this offer of appointment unless, within seven days from today, you furnish satisfactory evidence acceptable to me justifying such refusal. Please call the Civil Service Office at (203) 574-6761 if you are not interested in the position so that another candidate can be certified. If you have any questions, please do not hesitate to contact us.

Sincerely,

Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc: Board of Education
Linda Franzese, Food Service Director
Dr. Ruffin, Supt. of Schools
file