

Board of Education

REGULAR MEETING

Thursday, August 3, 2017 – 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***
- 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. *Committee on School Personnel* – Commissioner Stango**
 - 8.1 Wilby High School Principal appointment.
- 9. *Consent Calendar***
 - 9.1 *Committee of the Whole:* Request approval of a College Facility Request/Reservation Agreement with Naugatuck Valley Community College for the Transition Learning Center Program.
 - 9.2 *Committee on Finance:* Request approval of a contract with Delta-T Group Hartford, Inc. to provide psychology services for students with disabilities.
 - 9.3 *Committee on Finance:* Request approval of a Music Mentoring Services Agreement with Waterbury Symphony Orchestra, Incorporated to provide Music Mentoring Services to the Waterbury Arts Magnet School.
 - 9.4 *Committee on Finance:* Request approval of a Contract with Amplify.
 - 9.5 *Committee on Curriculum:* Request approval of a contract with The Hispanic Coalition of Greater Waterbury, Inc., at no cost, to provide transition services for students with disabilities.
 - 9.6 *Committee on Curriculum:* Request approval of a contract with The Children's Community School, Inc., at no cost, to provide transition services for students with disabilities.

- 9.7 *Committee on Curriculum:* Request approval of a contract with Brass City Charter School, at no cost, to provide transition services for students with disabilities.
- 9.8 *Committee on Curriculum:* Request approval of a contract with The Belle Academy of Cosmetology, LLC, at no cost, to provide transition services for students with disabilities.
- 9.9 *Committee on Curriculum:* Request approval of a contract with Abbott Terrace Health Center, Inc., at no cost, to provide transition services for students with disabilities.
- 9.10 *Committee on Curriculum:* Request approval of the revised Kindergarten Report Card.
- 9.11 *Committee on School Personnel:* Request approval of the job specifications for the position of Secondary Title I Literacy Interventionist (replacing the former position of Literacy Numeracy Teacher).
- 9.12 *Committee on School Personnel:* Request approval of the job specifications for the new position of Special Education Team Leader.
- 9.13 *Committee on School Personnel:* Request approval of a Memorandum of Understanding with Relay Graduate School of Education to provide Alternate Route to Certification.
- 9.14 *Committee on School Facilities & Grounds:* Request approval of the 2017/18 Rental of School Facilities Fees Schedule.
- 9.15 *Committee on School Facilities & Grounds:* Use of school facilities by school organizations and/or City departments.
- 9.16 *Committee on School Facilities & Grounds:* Use of school facilities by outside organizations and/or waiver requests.

10. Items Removed from Consent Calendar

11. Superintendent's Notification to the Board

- 11.1 Appointments:
Williams, Charles – Interim Administrator, WHS, effective 07/17/17.
- 11.2 Grant funded appointments:
Whitaker, Lenora – Secretary 3, Grant Supervisor Department, salary and benefits according to the UPSEU Agreement, effective immediately.
- 11.3 Crosby High School's STEAM Summer Beautification Project appointments, 12 days, salary according to individual's contract:

Mary Delarosa	Paul Gwiazdoski
Rachel Spagnoletti	Eileen Stow

11.4 High School Summer School Teacher appointments contingent upon enrollment:

<u>Name</u>		<u>Position</u>
Washington	Brenda	Science
Soucey	David	(did not work)

11.5 21st Century Summer Program appointments, July 10 – August 4, 2017, at \$32.00 p/hour:

Maloney Magnet School (22.5 hrs. per week + field trips)

Traci Cianfagna	Steven Cruess	Jaimie Donahue
Talisha Foy	Benjamin Germain	Peter McCann
Betzaida Vega		

North End Middle School (25 hrs. per week + field trips)

Justin Froese	Debra Gluz	Wesley Katrenya
Marcy Pogodzienski	Dennis Poulter	Kara Poulter
David Sidella	Lucille Spinelli	Timothy Terenzi
Nicole Tittley	Carrin Zareck	

11.6 Extended School Year (ESY) appointments, salary according to contract, subject to enrollment:

Arroyo, Maria	Paraprofessional
Belancik, Benjamin	Sp Ed Teacher Sub
Boll, Deana	Sp Ed Teacher
Clark Arthur, Deyanira	Paraprofessional Sub
Colangelo, Sharon	Paraprofessional Sub
DeGeorge, Shanna	Paraprofessional (did not work)
Faber, Cheryl	Sp Ed Teacher (external)
Marchetti, Michelle	Paraprofessional
Motowidlo, Diane	Sp Ed Teacher
Padua, Maria	Paraprofessional
Pizarro, Diana	Paraprofessional (did not work)
Robillard, Leigh	Speech/Language Pathologist
Santiago, Genevieve	Paraprofessional
Ward-Watson, Sarah	Paraprofessional (did not work)

11.7 SOAR Summer School Program appointments, salary according to contract, subject to enrollment:

Avxhiu, Bjanka	Teacher
Conway, Jaimie	Carrington Secretary
Ferrara, Chelsea	Teacher
Fitzgerald, Kristin	District Secretary
Gauvin, Anna	Teacher
Hubany, Carolyn	Teacher
Kuskowski, Diane	Duggan Secretary
Lucian, David	Teacher
Morotto, Christine	(did not work)

Rizzo, Lisa	(did not work)
Robinson, Debra	Teacher
Rose, Mary	Gilmartin Secretary
Wehry, Nina	Reed Secretary

11.8 Teacher new hires:

<i>Name</i>		<i>Assignment</i>		<i>Effective</i>
Arroyo	Alyssa	WSMS	Science	8/23/17
Serafine	Dana	Gilmartin	Math	8/23/17

11.9 Retirements:

Moore, Patricia – Assistant Principal, WAMS, effective 12/31/17.
Ouellette, Kathleen M. – Superintendent of Schools, effective 07/01/18.

11.10 Resignations:

Alessandro, Joseph – KHS Math, effective 07/31/17.
Brocksmith, Jennifer – WMS, School Counselor, effective 07/31/17.
Carlo, Dana – Carrington Literacy Facilitator, effective 07/17/17.
DiVergilio, Kimberly – School Psychologist, effective 08/18/17.
Goold, Emily – Tinker Kindergarten, effective 08/01/17.
Krisavage, Nicole – Chase Grade 1, effective 07/17/17.
LaCombe, Brianne – Gilmartin Grade 5, effective 06/21/17.
Latronica, Eric – CHS Science, effective 06/23/17.
Lawrence, Caley – WMS Grad 7 ELA, effective 07/11/17.
Liebman, Jennifer – Chase Library/Media, effective 06/23/17.
Modenese, Michelle – WHS Math, effective 07/25/17.
Montano, Dori – Bunker Hill Grade 4, effective 07/17/17.
Nolisa, Ifunanya – Bunker Hill Grade 2, effective 07/12/17.
Palmieri, Courtney – Chase Grade 1, effective 07/09/17.
Russell, Blair – Regan Grade 1, effective 08/04/17.
Russo, Stephanie – WHS Special Education, effective 07/16/17.
Smith, William – Sprague Grade 5, effective 07/28/17.
Stone, Jennifer – WAMS Physical Education, effective 07/27/17.

11.11 Leave of Absence requests:

Coussens-Chapman, Maria – Hopeville Literacy Facilitator, requesting an unpaid childrearing leave of absence for the 2017/2018 school year.

12. *Unfinished Business of Preceding Meeting Only*

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

14. *Executive Session*

15. *Adjournment*

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #8.1

August 3, 2017

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 _____
High School Building Principal, Wilby High School, effective immediately.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.1

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee of the Whole, the Superintendent of Schools recommends approval of a College Facility Request/Reservation Agreement with Naugatuck Valley Community College, at no cost, for the Transition Learning Center Program.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Felix M. Rodriguez

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.2

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent of Schools recommends approval of a Professional Services Agreement with Delta-T Group Hartford, Inc., for a three year period, to provide school psychological and related services to Waterbury School District students.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.3

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent of Schools recommends approval of a Music Mentoring Services Agreement with Waterbury Symphony Orchestra, Inc. to provide Music Mentoring Services to the Waterbury Arts Magnet School.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.4

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent of Schools
recommends approval of a contract with **AMPLIFY.**

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.5

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval of an Agreement with The Hispanic Coalition of Greater Waterbury, Inc., at no cost, to provide transition services for students with disabilities.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.6

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval of an Agreement with Children's Community School, Inc., at no cost, to provide transition services for students with disabilities.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.7

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval of an Agreement with Brass City Charter School, Inc., at no cost, to provide transition services for students with disabilities.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.8

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval of an Agreement with Belle Academy of Cosmetology, LLC, at no cost, to provide transition services for students with disabilities.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.9

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval of an Agreement with Abbott Terrace Health Center, Inc., at no cost, to provide transition services for students with disabilities.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.10

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval the revised Kindergarten Report, as attached, beginning with the 2017/18 school year.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #9.11

August 3, 2017

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 job specifications for the position of Secondary Title I Literacy Interventionist (replacing the former position of Literacy Numeracy Teacher), as attached.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #9.12

August 3, 2017

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 job specifications for, and new position of, Special Education Team Leader, as attached.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #9.13

August 3, 2017

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 a Memorandum of Understanding with Relay Graduate School of Education for Relay Teaching Residency Alternate Route to Certification.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.14

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Facilities and Grounds, the Superintendent of Schools recommends approval of the 2017/2018 Rental of School Facilities Fees and Schedule, as attached.

:

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved

John E. Theriault

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.15

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

GROUP	FACILITIES AND DATES/TIMES
M. Rocco	Career Academy cafe: Aug. thru April, one Tuesday each month 5:30-7:00 p.m. (Family Engagement Nights)
M.A. Marold	Wallace lib. & café: Wed., Oct. 25, 5:30 - 7:30 pm (Parents' Workshop) Kennedy lib. & café: Thurs., Oct. 26, 3:30 - 5:30 pm (Parents' Workshop) Reed lib. & café: Wed., Oct. 18, 5:30 - 7:30 pm (Parents' Workshop)
G. Wright	WAMS café, gym: Wed., Oct. 4, 4:00 - 8:00 pm (Title I annual meeting)
N. Smith	WAMS apron stage/studio: 8/29-10/28, 2:15 - 8:00 pm (rehearsals) WAMS apron stage: 10/2-1/21, 2:15 - 8:00 pm (rehearsals-performances) WAMS apron stage: 12/4-12/8, 2:15 - 8:00 pm (rehearsals-performances) WAMS drama studio: 1/2/18-1/5/18, 2:15 - 8:00 pm (rehearsals-performance) WAMS drama studio: 5/15-5/24, 2:15 - 8:00 pm (rehearsals-performance) WAMS drama studio: 5/28-6/2, 2:15 - 8:00 pm (rehearsals-performance) WAMS apron stage: 5/1-5/19, 2:15 - 8:00 pm (rehearsals-performances) WAMS apron stage/studio: 1/28-3/31, 2:15 - 8:00 pm (rehearsals-performances)
N. Hutchinson	WAMS lib.: Sept.-June, one Tuesday each month, 6 - 8 pm (PTSO meetings)
D. Lopez	WAMS apron stage: Fri. Oct. 13, 5:00 - 9:00 pm (Mr. WAMS)
K. Effes	WAMS atrium/library: Oct.-May, 6:00 - 8:30 pm, one Tues. each month (Literacy Book Club)
R. Arroyo	Enlightenment café: 2017-18 school year, Monday thru Thursday, 1:30 - 5:30 pm (after school program)
*N. Jones	Reed café: Friday, Aug. 18 th 10:00-11:30 a.m. (crossing guards meeting)

Approved:

Respectfully submitted,

John E. Theriault

Dr. Kathleen M. Ouellette
Superintendent of Schools

[Handwritten signature]

SCHOOL PERSONNEL USE ONLY

AUG - 1 2017

DATE: 8-1-2017

TO: SCHOOL BUSINESS OFFICE

FROM: *[Signature]*

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

NAME OF SCHOOL REQUESTED: Reed

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: Aug 18, 2017

FROM: 10⁰ am/pm TO: 11:30a (am/pm)

FOR THE FOLLOWING PURPOSES:

Crossing Guards Annual meeting

[Signature]
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.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.16

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

GROUP	FACILITIES AND DATES/TIMES
Sacred Heart H.S. M. Madden	Kennedy pool: Mon. thru Fri., 4:30-6:30 pm and Saturdays, 8 - 10 am (girls and boys swim programs)
Holy Cross H.S. J. Ciarleglio, A.D.	WSMS pool: Mon. thru Fri., 4:30-6:30 pm and Saturdays, 8-10 am (girls and boys swim programs)

REQUESTING WAIVERS:

Grandville Academy:	Career Academy café, gym, 5 rms., field: Sat., Aug. 12, 9 am – 4 pm	
Maurice Mosley	(college day/picnic)	(\$1,008.)
Town Plot Sports	Duggan gym: 11/4 to 3/26, Sat. & Sun., 9 am – 5 pm	(\$15,120.)
D. Cronin	WSMS gym: 9/9 to 10/28, Saturdays, 9 am – 3 pm (basketball program)	(\$2,352.)

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

YMCA	Chase, Generali, Gilmartin & Tinker café, gym, library: 2017-2018 Sch. Yr.
Jim O'Rourke	2:30-6:00 pm, (after-school programs)
Rivera Memorial	Duggan gym: July, 2017 – June, 2018, Monday, Wednesday, Friday, 4:00-9:00 pm
Matthew Ocasio	(basketball sports program)
Wtby. Tax Assessors	Kennedy classroom: Sept.-Oct., 2 nights per wk. 6:00-9:00 pm
David Dietsch	(Assessor's certification class)
Town Plot Sports	Duggan gym: 11/2/17-3/29/18, Tues. & Thurs., 6 - 9 pm (basketball program)
D. Cronin	
Hoops 4 Life	WSMS gym: weekdays, 9/5-11/15/17, 4:30-9:00 pm (basketball program)
D. Fryer	Reed gym: weekdays, 9/5-11/15/17, 4:30-9:00 pm (basketball program)
*Wtby. Wizards	Gilmartin gym: 8/2/17-9/27/17, Mon. & Wed., 5:30 - 7:30 pm
M. Maisto	(basketball practice)
*Wtby. Knights	Driggs gym: 8/21-12/5/17, Mon. thru Fri., 5:45 - 8:00 pm, cheerleading
S. Clements	Kingsbury gym: 8/21-12/5/17, Mon. thru Fri., 5:45-8:00 pm, cheerleading practice

Approved:

Respectfully submitted,

John E. Theriault

Dr. Kathleen M. Ouellette
Superintendent of Schools

JUL 27 2017

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#

Book
 APPLICANT MICHAEL MAISTO NAME OF ORGANIZATION Waterbury Wizards
 ADDRESS 572 Lakeside Blvd W Waterbury CT 06708 TELEPHONE # 203-597-7909
 (street) (city) (state) (zip code)
 SCHOOL REQUESTED Bilmarcton DATES Aug 2nd thru ROOM(S) Gym
 OPENING TIME 5:30 CLOSING TIME 7:30 Sept 27th PURPOSE Basketball Practice
 ADMISSION (if any) _____ CHARGE TO BE DEVOTED TO _____
 APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 2 CHILDREN 15-20
 SIGNATURE OF APPLICANT Michael Maisto DATE 7-26-17
 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. m.m. (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. 574-6983 FIRE DEPT. 597-3452

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____

SCHOOL BUSINESS OFFICE

CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

RECEIVE:

NO. 9032

07/26/2017/WED 11:34AM

Party Plus

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

AUG - 1 2017

CONTRACT#

APPLICANT Shengquaya Clements NAME OF ORGANIZATION Withy Knights

ADDRESS 129 Washington St Withy CT 06706 TELEPHONE # 203-819-3766
(street) (city) (state) (zip code)

SCHOOL REQUESTED Driggs DATES MON-FRI (starting) Aug 21 (ending) Dec 5 ROOM(S) Gym

OPENING TIME 5:45 CLOSING TIME 8pm PURPOSE Cheerleading

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO _____

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 7 CHILDREN 25

SIGNATURE OF APPLICANT S Clements DATE 7/18/17

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: 129 Washington St Withy

Shengquaya Clements / Courtney Jones 101 Rumford St Withy CT

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. (S) (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.

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#

Book
APPLICANT Shenquayra Clements NAME OF ORGANIZATION Wtby Knight's
ADDRESS 14 Washington St Wtby CT 06706 TELEPHONE # 203-819-3766
(street) 2nd Fl. (city) (state) (zip code) Ending Dec 5
SCHOOL REQUESTED Kingsbury DATES Mon-Fri (Aug 21) ROOM(S) Gym
OPENING TIME 5:45pm CLOSING TIME 8pm PURPOSE Cheerleading
ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO _____
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 7 CHILDREN 25
SIGNATURE OF APPLICANT S. Clements DATE 7/18/17
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. (S) (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.

White-Permittee

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #11.1

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Williams, Charles – Interim Administrator, WHS, effective 07/17/17.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #11.2

August 3, 2017

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:

Whitaker, Lenora – Secretary 3, Grant Supervisor Department, salary and benefits according to the UPSEU Agreement, effective immediately.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #11.3

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Crosby High School's STEAM Summer Beautification Project appointments, 12 days, salary according to individual's contract:

Mary Delarosa
Rachel Spagnoletti

Paul Gwiazdoski
Eileen Stow

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #11.4

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following High School Summer School Teacher appointments contingent upon enrollment:

Name		Position
Washington	Brenda	Science
Soucey	David	(did not work)

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #11.5

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following
21st Century Summer Program appointments, July 10 – August 4, 2017, at \$32.00
p/hour:

Maloney Magnet School (22.5 hrs. per week + field trips)

Traci Cianfagna	Steven Cruess	Jaimie Donahue
Talisha Foy	Benjamin Germain	Peter McCann
Betzaida Vega		

North End Middle School (25 hrs. per week + field trips)

Justin Froese	Debra Gluz	Wesley Katrenya
Marcy Pogodzienski	Dennis Poulter	Kara Poulter
David Sidella	Lucille Spinelli	Timothy Terenzi
Nicole Tittley	Carrin Zareck	

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #11.6

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Extended School Year (ESY) appointments, salary according to contract, subject to enrollment:

Arroyo, Maria	Paraprofessional
Belancik, Benjamin	Sp Ed Teacher Sub
Boll, Deana	Sp Ed Teacher
Clark Arthur, Deyanira	Paraprofessional Sub
Colangelo, Sharon	Paraprofessional Sub
DeGeorge, Shanna	Paraprofessional (did not work)
Faber, Cheryl	Sp Ed Teacher (external)
Marchetti, Michelle	Paraprofessional
Motowidlo, Diane	Sp Ed Teacher
Padua, Maria	Paraprofessional
Pizarro, Diana	Paraprofessional (did not work)
Robillard, Leigh	Speech/Language Pathologist
Santiago, Genevieve	Paraprofessional
Ward Watson, Sarah	Paraprofessional (did not work)

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

Item #11.7

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following SOAR Summer School Program appointments, salary according to contract, subject to enrollment:

Avxhiu, Bjanka	Teacher
Conway, Jaimie	Carrington Secretary
Ferrara, Chelsea	Teacher
Fitzgerald, Kristin	District Secretary
Gauvin, Anna	Teacher
Hubany, Carolyn	Teacher
Kuskowski, Diane	Duggan Secretary
Lucian, David	Teacher
Morotto, Christine	(did not work)
Rizzo, Lisa	(did not work)
Robinson, Debra	Teacher
Rose, Mary	Gilmartin Secretary
Wehry, Nina	Reed Secretary

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

Item #11.8

August 3, 2017

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:

Name		Assignment		Effective
Arroyo	Alyssa	WSMS	Science	8/23/17
Serafine	Dana	Gilmartin	Math	8/23/17

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

Item #11.9

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Moore, Patricia – Assistant Principal, WAMS, effective 12/31/17.

Ouellette, Kathleen M. – Superintendent of Schools, effective 07/01/18.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

Item #11.10

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Alessandro, Joseph – KHS Math, effective 07/31/17.
Brocksmith, Jennifer – WMS, School Counselor, effective 07/31/17.
Carlo, Dana – Carrington Literacy Facilitator, effective 07/17/17.
DiVergilio, Kimberly – School Psychologist, effective 08/18/17.
Goold, Emilyn – Tinker Kindergarten, effective 08/01/17.
Krisavage, Nicole – Chase Grade 1, effective 07/17/17.
LaCombe, Brianne – Gilmartin Grade 5, effective 06/21/17.
Latronica, Eric – CHS Science, effective 06/23/17.
Lawrence, Caley – WMS Grad 7 ELA, effective 07/11/17.
Liebman, Jennifer – Chase Library/Media, effective 06/23/17.
Modenese, Michelle – WHS Math, effective 07/25/17.
Montano, Dori – Bunker Hill Grade 4, effective 07/17/17.
Nolisa, Ifunanya – Bunker Hill Grade 2, effective 07/12/17.
Palmieri, Courtney – Chase Grade 1, effective 07/09/17.
Russell, Blair – Regan Grade 1, effective 08/04/17.
Russo, Stephanie – WHS Special Education, effective 07/16/17.
Smith, William – Sprague Grade 5, effective 07/28/17.
Stone, Jennifer – WAMS Physical Education, effective 07/27/17.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

Item #11.11

August 3, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

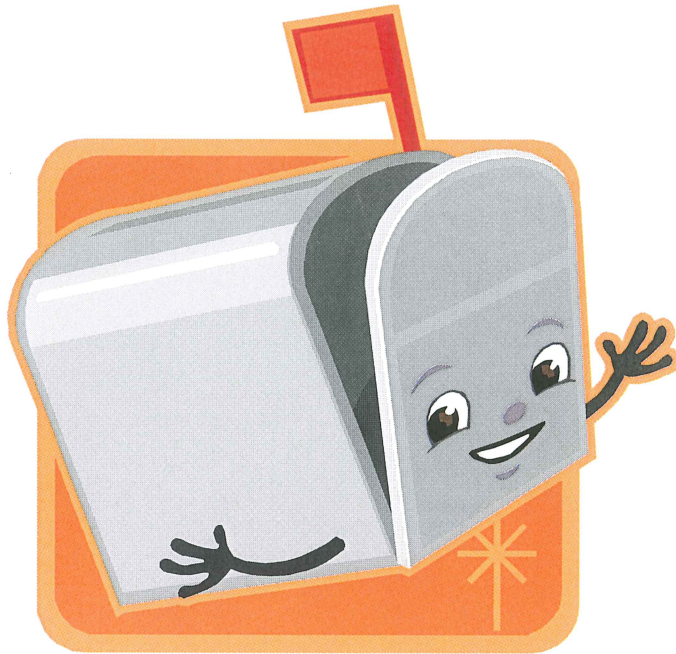
The Superintendent of Schools notifies the Board of Education of the following leave of absence requests:

Coussens-Chapman, Maria – Hopeville Literacy Facilitator, requesting an unpaid childrearing leave of absence for the 2017/2018 school year.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Communications



Packet week ending: 8/1/17



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

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

July 20, 2017

Dwane Hodges
449 Oakville Ave.
Waterbury, CT 06708

Dear Mr. Hodges:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2017456) 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 3, 2017 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 25, 2017 at your regular scheduled time.

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

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

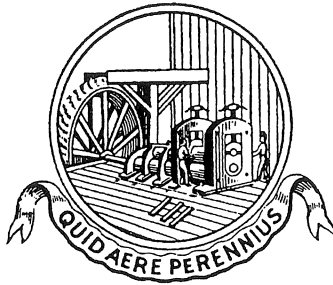
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

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



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut

Department of Human Resources
Office of the Civil Service Commission
July 24, 2017

Mark DiGiovancarlo
186 Madison St.
Waterbury, CT 06706

Dear Mr. DiGiovancarlo:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Maintainer I (Req. #2017437) at \$14.91 per hour. Please contact Shannon Sullivan, School Inspector at (203) 574-8013 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 3, 2017 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 4, 2017 at your regular scheduled time.

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

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

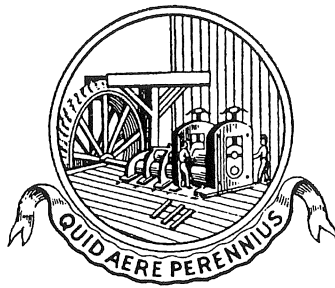
Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc Board of Education
Dr. Ouellette, Supt. of Schools
Shannon Sullivan, Schl Insp



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

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

July 24, 2017

Aisha Williams
255 N. Main St., Apt. 202
Waterbury, CT 06702

Dear Ms. Williams:

We are pleased to receive your acceptance of our offer of employment for the position of Lunch Aide – Waterbury Arts Magnet School for the Department of Education – Food Service (Requisition #2017387) at 10.10 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 3, 2017 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 28, 2017 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.

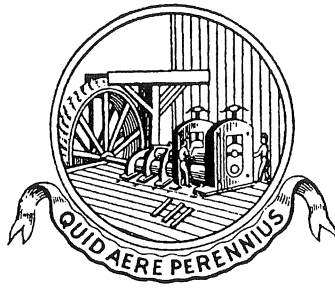
Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc: Board of Education
Dr. Ouellette, Supt. of Schools
Linda Franzese, Food Serv. Director



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

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

July 24, 2017

Arellys Cruz Velzaquez
354 Long Hill Rd., Apt. 2K
Waterbury, CT 06704

Dear Ms. Cruz Velzaquez:

We are pleased to receive your acceptance of our offer of employment for the position of Lunch Aide – Driggs Elementary School for the Department of Education – Food Service (Requisition #2017425) at 10.10 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 3, 2017 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 28, 2017 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.

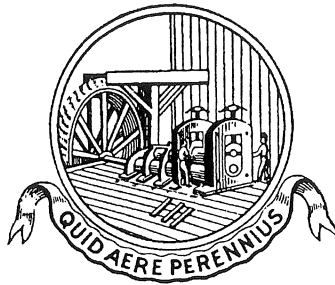
Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc: Board of Education
Dr. Ouellette, 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

July 24, 2017

Janice Roach
118 Appleton St.
Waterbury, CT 06704

Dear Ms. Roach:

We are pleased to receive your acceptance of our offer of employment for the position of Lunch Aide – Sprague Elementary School for the Department of Education – Food Service (Requisition #2017265) at 10.10 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.

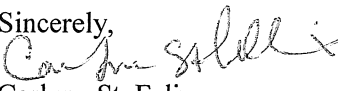
We have scheduled your orientation for Thursday, August 3, 2017 at 11:15 a.m. at the Department of Human Resources located at 236 Grand Street in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 28, 2017 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. Ouellette, Supt. of Schools
Linda Franzese, Food Serv. Director

Carrie Swain

From: JOHN THERIAULT <john.theriault@snet.net>
Sent: Saturday, July 29, 2017 7:40 PM
To: Carrie Swain; JOHN THERIAULT; Michael Gagne
Subject: Executive Advisory Position

Carrie,

In regard to Chuck Pagano's volunteer position, as an unpaid Executive Advisor in Central Office, I wish to express my concerns regarding this job, voluntary or paid, as being a possible violation, of the Rules and Regulation of the Board of Education, the Board of Alderman, and the Ordinances of the City of Waterbury (Article 30.050), and the Civil Service System. The fact that Mr. Pagano is volunteering to be an unpaid Executive Advisor, does not change the fact that he will be working for the City in some capacity, though not a formal employee. What is the liability of an unpaid Executive Advisor doing City of Waterbury business? What authority does he have over staff in this position? How long will he have this unpaid position? Can he use his experience later to apply for a central office position? Can anyone else volunteer for this position or other positions that may become available in the future?

Certainly, Mr. Pagano is a well respected member of the professional community, and did a good job as a BOE member for two years, but this voluntary position may set a bad precedent for the future. It is great to get free help, but every appointment or voluntary position needs to be properly vented to avoid, **political favoritism, nepotism, or cronyism**, that is why we have a Civil service System and City Ordinances. Will we use this procedure in the future for other positions, voluntary or appointed, or use "**political patronage**" as a way to have individuals with political connection appointed to various City jobs and positions?

I would respectfully request that this matter be taken for consideration by the BOE, and that the BOE request an opinion from the Corporation Council regarding the legality of this **Voluntary Executive Advisor position**, and other possible violation of Ordinances, or conflicts with regard to the Rules and Regulations of the City, and the BOE.

Thank You for your Consideration

Please copy the President of the BOE and make it part of the correspondence to the BOE as a hard copy

John E. Theriault
Commissioner, Wtby, BOE