

Board of Education

REGULAR MEETING

Thursday, March 16, 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. *Approval of Minutes:*** January 12, 2017 Special Meeting, January 12, 2017 Workshop, January 19, 2017 Regular Meeting, January 26, 2017 Workshop, February 23, 2017 Special Meeting, February 23, 2017 Workshop, February 27, 2017 Special Workshop, and March 2, 2017 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 School Garden Program at Gilmartin School.
 - 9.2 *Committee on Finance:* Request approval to apply for the CT Department of Administrative Services "Alliance District's School Buildings Grant Program".
 - 9.3 *Committee on Curriculum:* Request approval to award credit for students who participate in the Global Leadership Institute.
 - 9.4 *Committee on Curriculum:* Request permission be granted to Jennifer Formato, WCA, and 21 chaperones to take 220 students to Agawam, MA on May 31, 2017 to visit Six Flags.
 - 9.5 *Committee on Curriculum:* Request permission be granted to George Flaherty, Jr., KHS, and two chaperones to take 22 students to Smithfield, RI from March 25 through 26, 2017 to participate in the FIRST Robotics Competition at Bryant University.
 - 9.6 *Committee on School Facilities & Grounds:* Use of school facilities by school organizations and/or City departments.

- 9.7 *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 School Personnel* – Commissioner Stango

- 11.1 Appointment of Administrator of Pupil Personnel.

12. *Superintendent's Notification to the Board*

12.1 Athletic resignations effective immediately:

Datil, Luis – JV Baseball Coach, WHS.
Gonzalez, Victor – Varsity Soccer Coach, CHS.
Guarda, Vincent – JV Baseball Coach, WCA.

12.2 Athletic appointments effective immediately:

Clark, Amy – Unified Sports Associate Coach, CHS.
Patrick, Kenneth – JV Softball Coach, WHS.

12.3 Interim appointments:

Baldwin, Melissa – Interim Director of Special Education, effective 02/24/17.

12.4 Teacher new hires:

Name		Assignment		Step		Effective
Byrnes	Kristina	Bucks Hill Annex	PreK	BA	3	03/01/17

12.5 Retirements:

Collette, Kimberly – Special Education, NEMS, effective 07/01/17.
Conway, Michael – Technology Education, KHS, 07/01/17.
Faucher, Wanda – Allied Health, CHS, effective 06/30/17.
Kalach, Dawn – Vice Principal, WHS, effective 08/01/17.
Krill, David – Science, WHS, effective 11/01/17.
Violette, Wayne – ROTC Instructor, WHS, effective 08/01/17.

12.6 Leave of absence requests:

Doubleday, Maribeth – WCA Bilingual, requesting an unpaid leave of absence from March 27 through April 14, 2017.

13. *Unfinished Business of Preceding Meeting Only*

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

15. *Executive Session* for discussion concerning the appointment, employment, performance, evaluation, health, or dismissal of a public officer or employee.

16. *Adjournment*

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #9.1

March 16, 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 School Garden Program at Gilmartin School sponsored by Whole Foods.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Felix M. Rodriguez

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #9.2

March 16, 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 to apply for the CT Department of Administrative Services "Alliance District's School Buildings Grant Program".

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Charles E. Pagano

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.3

March 16, 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 to award one (1) high school credit to students who successfully complete participation in the Global Leadership Institute.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.4

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends permission be granted to Jennifer Formato, WCA, and 21 chaperones to take 220 students to Agawam, MA on May 31, 2017 to visit Six Flags.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #9.5

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends permission be granted to George Flaherty, Jr., KHS, and two chaperones to take 22 students to Smithfield, RI from March 25 through 26, 2017 to participate in the FIRST Robotics Competition at Bryant University.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Thomas Van Stone, Sr.

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.6

March 16, 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
P. Poulter	Regan all purpose room: Thurs., March 23, 5:30-7:30 pm (Family Night Book Bingo)
D. Foster	Enlightenment café: Thurs., Mar. 30, 4-6 pm (Bullying workshop) Tues., April 18, 3-5 pm (m/s parents' workshop)
R. Moffo	Generali café: Thurs., Mar. 16, 5:30-7:30 pm (Family Reading Night)
B. Washington	WAMS gym: Fri., March 10, 2:00-4:20 pm (Jr. class basketball fundraiser)
R. Arroyo	Enlightenment café: Mar. 17 thru June 2, 1:30-3:30 pm (partnership with advanced career training program)
J. Silva	West Side café: Fri., Mar. 17, 2:30-8:00 pm (Captivating Kids Program)
M. Webster	WAMS atrium: Fri. Apr. 28, 4-8 pm (set-up)
Mayor's Office	Sat. Apr. 29, 7:30 am - 3:00 pm (Family-Housing Expo)
S. Schulte	WAMS apron stage: May 18, 22, 23, 24, 25, 2, 3:30-9:00 pm (rehearsal & performance of play)
M. Magda	Wilby café: Fri., Mar. 24, 6:00-9:30 pm (National Honor Society)
T. Grabowski	Maloney café: Thurs., Mar. 23, 5:30-7:30 pm (Build a Book activity) (snow date: 3/30/17) Maloney café: Thurs., April 6, 4:30 - 8:30 pm (Book Bingo)
L. Dunn	Rotella café, rooms: Tues., April 25, 3:45 - 7:00 pm
Human Resources	(Career Fair)
Y. Demirali	Sprague gym: Tues., Mar. 21, 6:00-7:30 pm (Family Art Night) Sprague gym: Thurs., Apr. 27, 5:00-6:30 pm (Family Science Night)
H. Doolan	Wilby music rm.: Sat., Mar. 11, 10 am - noon (play practice)
N. Vaughan	Crosby aud.: Wed., May 31, 3:00-6:00 pm (Teacher of the Year award program)
Adult Education	West Side culinary rm.: Mon.-Fri. 3/6/17 to 6/9/17 5:30-9:00 pm (Enrichment Program/Culinary Arts) Kennedy rooms: Mon.-Fri., 3/6/17-6/9/17, 5:30-9:00 pm (Enrichment Programs) Kennedy aud. & 5 classrooms: Mon. & Tues. June 12 & 13, 5-7 pm (rehearsals) Wed., June 14, 4:30-9:00 pm (graduation)
S. Petteway	Bucks Hill gym: Tues., March 21, 5:00 - 7:00 pm (Family Math Night)
D. Digsby	Walsh gym: Wed., March 15, 5:30 - 6:30 pm (Family Reading Night)

Approved:

Respectfully submitted,

John E. Theriault

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #9.7

March 16, 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 by outside organizations and/or waiver requests, subject to fees and insurance as required:

GROUP	FACILITIES AND DATES/TIMES
Ticket to Broadway Dance Co. Karen Shapiro	Rotella aud., band rm.: Sat. & Sun., Mar. 11 th & 12 th (Dance Competition) ** (NEEDS CONSENT)

REQUESTING WAIVERS:

Torna ShopRite-Talent Show Mary Lou Grandziszewski	Rotella aud.: Sat., May 20 th 4:00-9:00 pm (local talent show in sponsorship with ShopRite)	(\$756.)
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GROUPS NOT SUBJECT TO FEES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:

Hoops 4 Life D. Fryer	Reed gym: 3/29 to 5/24, weeknights, 4:30-9:00 pm West Side gym: 3/29 to 5/24, weeknights, 4:30-9:00 pm (basketball program)
Wtby. Wizards B. Maisto	Carrington gym: Tues. & Thurs., 3/21-5/15, 5:30-7:30 pm (basketball program)
Post University Pat. Ford	WSMS parking lot: Sat. May 13, 8 am – 6 pm (use for additional parking for Post Univ. graduation ceremony)
Fulton Park Neighborhood Assoc. M. Ciarlo	Kingsbury gym or rm.: March, 2017 – Dec., 2017, 3 rd Tues. each month 6:00-8:30 pm (monthly meetings)
P.A.L. Ofc. C. Amatruda	Wilby track: Mondays 4/1/17 – 6/1/17 6:00-8:00 pm (track practice)

Approved:

Respectfully submitted,

John E. Theriault

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #11.1

March 16, 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 _____ as Administrator of Pupil Personnel effective immediately.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Charles L. Stango

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.1

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following athletic resignations effective immediately:

Datil, Luis – JV Baseball Coach, WHS.
Gonzalez, Victor – Varsity Soccer Coach, CHS.
Guarda, Vincent – JV Baseball Coach, WCA.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.2

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Clark, Amy – Unified Sports Associate Coach, CHS.
Patrick, Kenneth – JV Softball Coach, WHS.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.3

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Baldwin, Melissa – Interim Director of Special Education, effective 02/24/17.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.4

March 16, 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		Step		Effective
Byrnes	Kristina	Bucks Hill Annex	PreK	BA	3	03/01/17

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.5

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Collette, Kimberly – Special Education, NEMS, effective 07/01/17.

Conway, Michael – Technology Education, KHS, 07/01/17.

Faucher, Wanda – Allied Health, CHS, effective 06/30/17.

Kalach, Dawn – Vice Principal, WHS, effective 08/01/17.

Krill, David – Science, WHS, effective 11/01/17.

Violette, Wayne – ROTC Instructor, WHS, effective 08/01/17.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.6

March 16, 2017

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

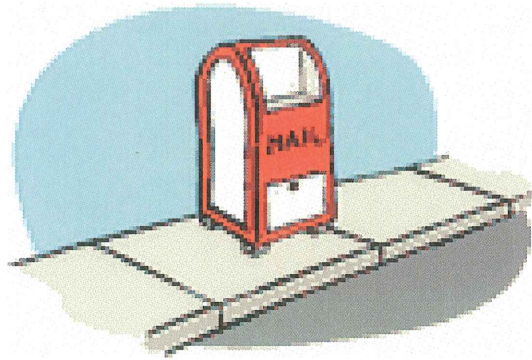
The Superintendent of Schools notifies the Board of Education of the following leave of absence requests:

Doubleday, Maribeth – WCA Bilingual, requesting an unpaid leave of absence from March 27 through April 14, 2017.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Communications



Packet week ending 3/14/17

Office of the Corporation Counsel

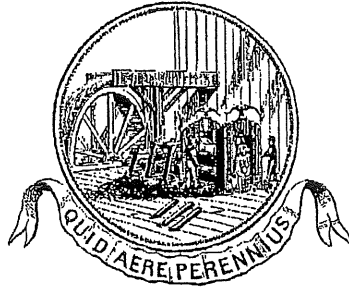
THE CITY OF WATERBURY
CONNECTICUT

LINDA T. WIHBEY+
CORPORATION COUNSEL

NICHOLAS R. BAMONTE
ASSISTANT CORPORATION COUNSEL, Interim

ANGELA R. JULIANI
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SPECIAL COUNSEL



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THIRD FLOOR
WATERBURY, CT 06702
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+Also admitted in Massachusetts
*Also admitted in Florida

March 7, 2017

Department Heads
City of Waterbury

RE: Procurement Ordinance Amendment
File #: CC16-380

Department Heads:

On February 6, 2017, the Board of Aldermen approved an amendment to Sections 38.022(G)(3) and (4) of the City's procurement ordinance. The amendment only applies to requests for proposals and authorizes negotiation with up to three firms ranked highest by the selection committee, instead of just the single highest ranked firm. If negotiation with multiple firms is not practicable or advantageous to the city as determined by the selection committee in consultation with the Director of Purchasing, the city will negotiate with the single highest ranked firm according to existing practice.

I have included a clean copy of the amended Section 38.022 for your reference. The amendment becomes effective on March 17, 2017.

Very truly yours,

Nicholas R. Bamonte

NRB:mmmb

WHEREAS, the Board of Aldermen of the City of Waterbury, being desirous of amending the Waterbury Code of Ordinances Chapter 38: Centralized Procurement System, does hereby adopt and approve the following amendments to the code.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WATERBURY THAT: Waterbury Code of Ordinances Title III, Chapter 38, Section 38.022 regulating competitive sealed proposals is amended as follows:

§ 38.022 COMPETITIVE SEALED PROPOSALS.

(A) Conditions for use.

(1) Purchase orders or contracts, in excess of \$10,000, may be entered into following the issuance of competitive sealed proposals when the Director of Purchasing determines that the use of competitive sealed bidding is either not practicable or not advantageous to the city. As a general rule, the competitive sealed proposal shall be utilized for services, construction contracts and other commodities or services not susceptible to a competitive sealed bid.

(2) Professional services other than architectural and engineering are exempt from the provisions of this chapter; however, using agencies may, in the director of purchasing's discretion, utilize the competitive sealed proposal process set forth herein.

(B) Requests for proposals. Proposals shall be solicited through a request for proposals. As required by the Director of Purchasing, a request for information, request for qualifications or other forms of solicitation may be utilized to ascertain information, to establish qualifications, or to establish a list of those eligible to submit bids or proposals at subsequent steps in the procurement process in a manner established by the Director of Purchasing. The solicitations shall also contain, among other things, a description of the projected scope of services or system requirements, a notice of mandatory city contractual provisions or terms and conditions required by this chapter or other state or federal agencies as well as the requirements of Chapter 93 of the code of ordinances. Services shall be selected on the basis of a request for proposals. The Director of Purchasing shall establish guidelines identifying the content of requests for proposals. With respect to any particular request for proposals, the Director of Purchasing or the Corporation Counsel may vary any clauses that may have, prior thereto, been promulgated by the Department of Purchases for inclusion in all request for proposals. However, the Director of Purchasing does not have the discretion to vary the specifically enumerated legal requirements of the code of ordinances.

(C) Public notice. Adequate public notice of the request for proposals shall be given a reasonable time period prior to the date set forth therein for the opening of proposals and in a manner that the Director of Purchasing determines will maximize public participation and competition in the competitive sealed proposal process.

(1) Prohibited practices following opening of proposals. After opening the proposals, no changes in prices or other provisions of proposals prejudicial to the interest of the city or fair competition shall be permitted.

(2) Written determination regarding cancellation of awards or contracts or purchase orders. Except as otherwise provided by any regulation and/or policy, all decisions to permit the correction or withdrawal of proposals, or cancel awards of contracts or purchase orders based on proposal mistakes shall be supported by a written determination made by the Director of Purchasing.

(G) Selection committee. The Director of Purchasing or his designee shall establish a selection committee of two or more people to review responses to requests for proposals. No member of the selection committee shall have a financial interest in the transaction.

(1) Review of responses to request for proposals. The selection committee shall evaluate the responses to requests for proposals. The selection process may include interviews or oral presentations, with the determination of those to be invited to be interviewed or to make an oral presentation to be based on the established evaluation factors.

(2) Recommendation. Based on its review, the selection committee shall submit to the Director of Purchasing a list, in rank order based on the established evaluation factors, of no fewer than three firms, if possible. The selection committee, in consultation with the Director of Purchasing, shall determine whether negotiation with up to three of the highest rated firms or negotiation with the highest rated firm is most practicable and advantageous to the city.

(3) Negotiation with up to three highest rated firms.

(a) The Director of Purchasing, or his designee, may negotiate a contract, including in regard to cost and scope, with up to three firms rated highest by the selection committee. (b) Should the Director of Purchasing, or his designee, be unable to negotiate a satisfactory contract that he determines to be fair and reasonable to the city with the firms selected for negotiations pursuant to this sub-section, the Director of Purchasing shall terminate the existing procurement process.

(4) Negotiation with highest rated firm.

(a) Where the selection committee, in consultation with the Director of Purchasing, determines that negotiation pursuant to § 38.022(G)(3)(a) is either not practicable or not advantageous to the city, the Director of Purchasing, or his designee, shall negotiate a contract, including in regard to cost and scope, with the firm rated highest by the selection committee.

(b) Should the Director of Purchasing, or his designee, be unable to negotiate a satisfactory contract that he determines to be fair and reasonable to the city with the firm selected for negotiations pursuant to this sub-section, the Director of Purchasing, or his designee, may then continue this process, starting with the next highest rated firm on the