



MEMORANDUM

FROM: Carrie A. Swain, Clerk
Board of Education

DATE: February 22, 2017

TO: Michael J. Dalton, City Clerk

SUBJECT: Notice of Committee Meetings – Thursday, February 23, 2017,
5:30 p.m., Waterbury Career Academy
Notice of Special Meeting - Thursday, February 23, 2017,
7:30 p.m., Waterbury Career Academy
Notice of Regular Meeting – Thursday, March 2, 2017,
6:30 p.m., Waterbury Arts Magnet School, Atrium

The Committees of the Board of Education will meet on Thursday, February 23, 2017 at 5:30 p.m., Waterbury Career Academy, 175 Birch Street, Waterbury, CT.

AGENDA

SILENT PRAYER

PLEDGE ALLEGIANCE TO THE FLAG

1. Committee of the Whole/30 minutes ~ Principal’s Report/Media Center Dedication [BFC: n/a] (no backup) – Dr. Padua.
2. Committee of the Whole/10 minutes ~ Update: School Readiness Program [BFC: G2/O4] (no backup) – D. Schwartz.
3. Committee on Finance/5 minutes ~ Request approval of an Agreement with Follett School Solutions, Inc. for Licensing and Implementation of the Follett Destiny Solution Program for school library systems [BFC: n/a] – S. Strand.
4. Committee on Finance/5 minutes ~ Request approval of Amendment #2 with Benhaven Inc. for out-of-district student placements as required by their Individual Education Program (IEP) [BFC: n/a] – M. Baldwin.
5. Committee on Finance/10 minutes ~ Discussion: Proposed 2017-2018 Department of Education’s Budget [BFC: G2/O1] (no backup) – D. Biolo.
6. Committee on School Personnel/10 minutes ~ Request approval of the position of Director of Special Education [BFC: G1 & 3] – R. Brenker.
7. Committee on School Facilities & Grounds/15 minutes ~ Update: State Street Facility [BFC: G2/G3] (no backup) – R. Brenker, M. Baker.
8. Committee on Building/5 minutes ~ Request approval of the SCG-042, Request for Review of Final Plans, for the West Side Middle School Roof Project [BFC: n/a] – R. Brenker.
9. Committee on Curriculum/2 minutes ~ Request permission be granted to Joseph Brady, WAMS, and two chaperones to take 30 students to Jersey City, NJ on March 17, 2017 to visit the Liberty Science Center [BFC: G2/O1].

10. Committee on Curriculum/2 minutes ~ Request permission be granted to Elizabeth DaSilva, WAMS, and one chaperones to take 20 students to Jersey City, NJ on March 17, 2017 to visit the Liberty Science Center [BFC: G2/01].
11. Committee on Curriculum/2 minutes ~ Request permission be granted to Deborah Benjamin, WAMS, and three chaperones to take 36 students to New York, NY on April 4, 2017 to visit the Federal Reserve Bank of NY [BFC: G2/01].
12. Committee on Curriculum/2 minutes ~ Request permission be granted to Deborah Benjamin, WAMS, and four chaperones to take 50 students to New York, NY on May 23, 2017 to tour Radio City Music Hall [BFC: G2/01].
13. Committee on Curriculum/2 minutes ~ Request permission be granted to Marianna Vagnini, WAMS, and seven chaperones to take 80 students to New York, NY on April 19, 2017 to perform at the Bowery Mission and attend a musical [BFC: G2/01].
14. Committee on Curriculum/2 minutes ~ Request permission be granted to Marianna Vagnini, WAMS, and 19 chaperones to take 160 students to Agawam, MA on Friday, June 2, 2016 to participate in a music competition and visit Six Flags [BFC: G2/01].
15. Committee on Curriculum/2 minutes ~ Request permission be granted to Galina D'Amico, NEMS, and four chaperones to take 30 students to New York, NY on May 4, 2017 to visit the Metropolitan Museum of Art [BFC: G2/01].
16. Committee on Curriculum/2 minutes ~ Request permission be granted to Galina D'Amico, NEMS, and four chaperones to take 50 students to Bronx, NY on May 24, 2017 to visit the Bronx Zoo [BFC: G2/01].
17. Committee on Curriculum/2 minutes ~ Request permission be granted to Theresa Gionfriddo, CHS, and vie chaperones to take 13 students to Smithfield, RI to participate in the FIRST Competition at Bryant University. [BFC: G2/01].
18. Committee on School Facilities & Grounds/5 minutes ~ Use of school facilities by school organizations and/or City departments [BFC: n/a].
19. Committee on School Facilities & Grounds/5 minutes ~ Use of school facilities by outside organizations and/or waiver requests [BFC: n/a].
20. Superintendent's Notification to the Board/5 minutes: [BFC: n/a]
 - a. Athletic resignations effective immediately:
 Bandurski, Andrew – WSMS Softball Coach.
 Caruso, Michael – WHS Girls JV Soccer Coach.
 Gaines, Stacey – KHS Cross Country Coach.
 Paradis, Sara – WCA Head outdoor Boys and Girls Track Coach.
 - b. Athletic appointments effective immediately:
 Calma, Marie – CHS Year-long Unified Lead Sports Coach.
 Guarda, Vincent – WCA JV Baseball Coach.
 Hart, Ryan – Duggan Intramural Soccer Coach.
 Phostole, Sean – KHS Year-long Unified Lead Sports Coach.
 - c. Grant funded appointments effective immediately:
 Digsby, Dalia – from Family & Community Coordinator to Parent Liaison, Walsh School, 30 hours p/week @ \$18.78 p/hour, non-union with benefits governed by SEIU, funded by Title I.

- d. State Department of Education and 21st Century Grant Afterschool Programs appointments, maximum of 10 hours per week, non-union and without benefits, effective immediately:

Name	Assignment	Salary
Abarzua, Lauren	Sub Teacher	Per WTA
Gambucci, Anne Marie	Sub Teacher	Per WTA
Tansley, Stephen	Sub Teacher	Per WTA
Campbell, Cassandra*	Recreation Specialist	\$12.00 p/hr
Christ, Patricia	Recreation Specialist	\$12.00 p/hr
Crim, Kayla*	Recreation Specialist	\$12.00 p/hr
Fields, Jamesina	Recreation Specialist	\$12.00 p/hr
Forbes, Sonia*	Recreation Specialist	\$12.00 p/hr
*denotes new hire		

- e. Waterbury Career Academy Grade 8 After-school STEM Program appointments, funded by Alliance Grant:

Generali, Alyssa – teacher Holley, Christine – teacher
Santiago, Maritza – clerical Shungu, Alex – teacher

- f. Teacher new hires:

Name		Assignment		Step		Effective
Lucian	David	Reed/Duggan	Tech Ed	6 th +15	1	12/27/2016

- g. Retirements:

Berger, Nancy – KHS Special Education Teacher, effective 03/03/17.
Casey, Wanda – CHS Business Teacher, effective 06/30/17.
Mancuso, Donna – CHS Talented and Gifted Teacher, effective 06/30/17.
Sidella, Judith – Maloney grade 1, effective 06/30/17.

- h. Resignations:

Lucian, Caitlin – Maloney grade 4, effective 01/30/17.

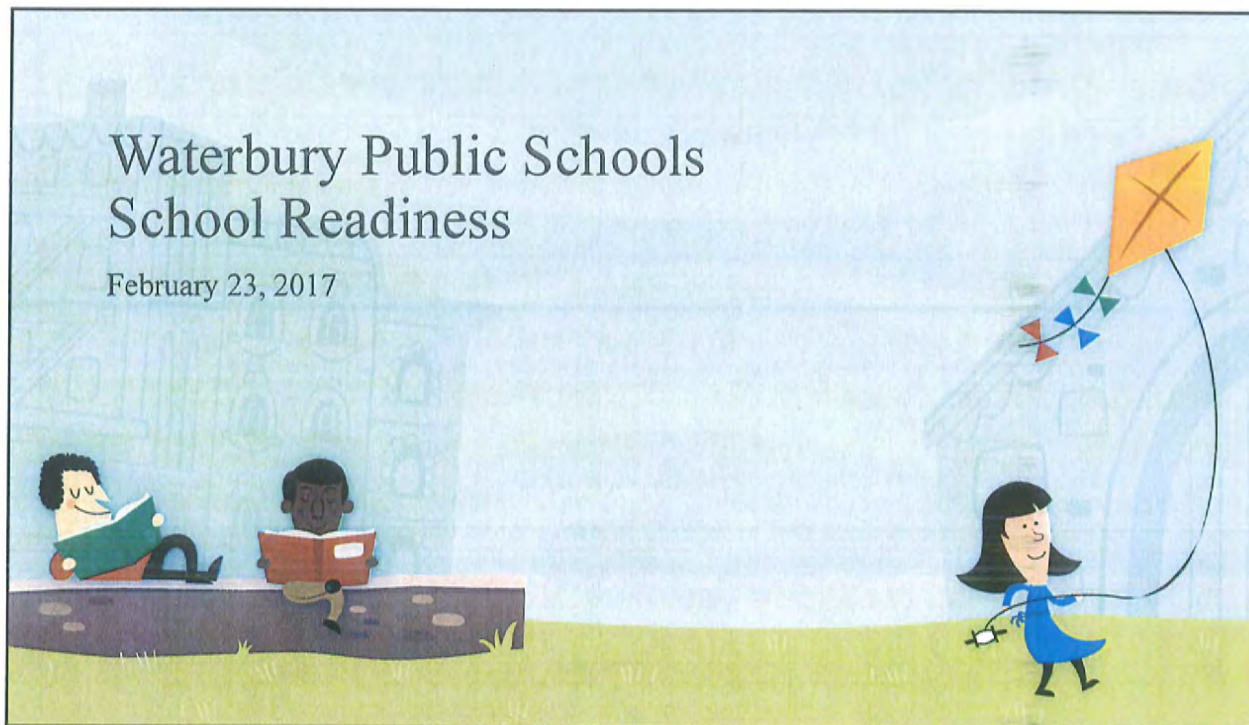
EXECUTIVE SESSION for discussion concerning the appointment, employment, performance, evaluation, health, or dismissal of a public officer or employee.

ADJOURNMENT

ATTEST: 
Carrie A. Swain, Clerk
Board of Education

Waterbury Public Schools School Readiness

February 23, 2017



WPS Preschools Overview

Funded via three sources: Alliance, Title 1 and School Readiness Grant

- 4 Full-day Classes from the Alliance Grant
- 11 Full-day Classes from Title 1
- 9 Full-day Classes and 18 Part-day (AM or PM) Classes from the School Readiness Grant



Waterbury School Readiness

- In addition to the Waterbury Public Schools, the School Readiness Grant supports the following sites: The Ark Child Development Center, The Ark Care and Education Center, Catholic Charities CDC South Main St., Children's Community School, Children's Center, Children's Village Inc., Easter Seals Children's Academy Tompkins, Easter Seals Children's Academy- Ave of Industry, Muriel H. Moore CDC (NOI Inc), NVCC, Rainbow Academy. Inc., St. Mary's Hospital CDC, TEAM Slocum Center, Greater Waterbury YMCA
- 1318 students served in the community
- 341 students being served in Waterbury Public Schools (including FRCs)



School Readiness Background

- Grant program established in 1997
- Provides spaces in high-quality PK programs for eligible children in priority school districts or comp
- Encourages parental choice
- Coordinates programs and services
- Minimizes developmental delays
- Strengthens family engagement
- Improves availability and quality of programs



Historical Numbers and Funding

2009	\$7,256,377
2010	\$9,415,320
2011	\$9,456,244
2012	\$9,815,746
2013	\$9,743,964
2014	\$10,076,124
2015	\$10,377,752
2016	\$10,225,322

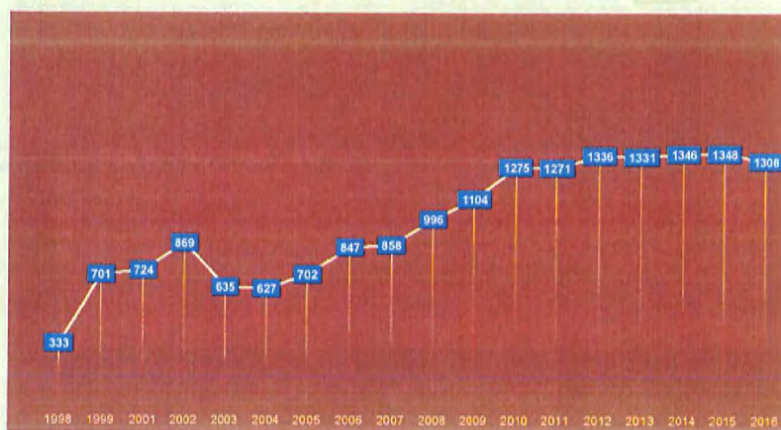


Total Grant Amounts 2017

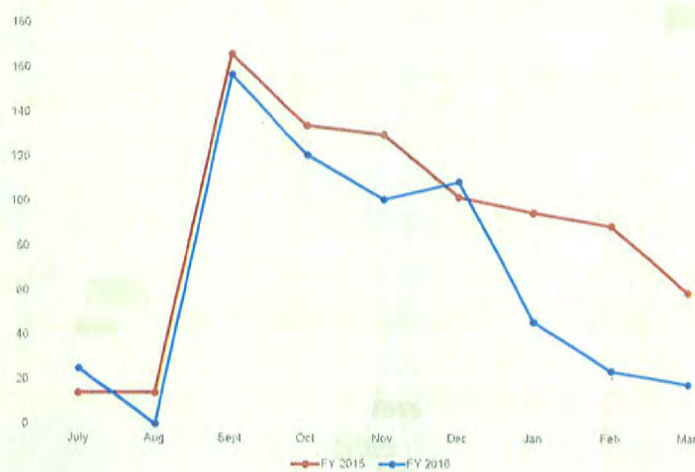
Priority Communities	Grant Amount
Ansonia	\$1,214,917
Bloomfield	684,184
Bridgeport	13,070,384
Bristol	2,891,128
Danbury	3,546,716
Derby	121,813
East Hartford	2,872,860
Hartford	12,214,768
Meriden	3,834,076
Middletown	2,129,700
New Britain	4,938,128
New Haven	8,242,328
New London	1,456,409
Norwalk	5,190,272
Norwich	2,241,350
Putnam	590,604
Stamford	4,316,244
Waterbury	10,368,828
West Haven	2,007,890
Windham	1,583,946
Total	\$83,516,545



Waterbury School Readiness Funded Slots/seats



Unfilled School Readiness Seats FY 15 and FY 16



School Readiness Grant Reimbursement Details

Space Type	Services	Rate
Full-Day	10 hours per day 5 days per week 50 weeks per year	\$8,924
School-Day	6 hours per day 5 days per week 180 days minimum	\$6,000
Part-Day	2.5 hours per day 5 days per week 180 days minimum	\$4,500
Extended-Day (Wrap-around) *Priority SR only	Extends the day	\$2,772



Quality Enhancement Grant

FY 2016	Amount	FY 2016	Amount
Andover	\$ 3,881	Milford	3,881
Ansonia	6,447	Naugatuck	3,881
Ashford	3,881	New Britain	51,271
Bloomfield	8,035	New Haven	108,583
Branford	3,881	New London	17,226
Bridgeport	134,851	North Canaan	3,881
Bristol	25,024	Norwalk	50,282
Brooklyn	3,881	Norwich	20,120
Canterbury	3,881	Plainfield	3,881
Chaplin	3,881	Plainville	3,881
Colchester	3,881	Plymouth	3,881
Coventry	3,881	Putnam	6,447
Danbury	31,206	Scotland	3,881
Derby	3,881	Seymour	3,881
Eastford	3,881	Shelton	3,881
East Hartford	28,340	Sprague	3,881
East Haven	3,881	Stafford	3,881
Ellington	3,881	Stamford	65,335
Enfield	3,881	Sterling	3,881
Greenwich	3,881	Stratford	3,881
Griswold	3,881	Thomaston	3,881
Groton	3,881	Thompson	3,881
Hamden	3,881	Torrington	3,881
Hampton	3,881	Vernon	3,881
Hartford	150,125	Voluntown	3,881
Hebron	3,881	Waterbury	100,918
Killingly	3,881	West Hartford	3,881
Lebanon	3,881	West Haven	33,318
Ledyard	3,881	Winchester	3,881
Lisbon	3,881	Windham	13,963
Manchester	3,881	Windsor	3,881
Mansfield	3,881	Windsor Locks	3,881
Meriden	37,807	Wolcott	3,881
Middletown	25,310		
		Total	\$1,104,966



Eligibility

- Three- and four-year-olds
- Five-year-olds if not eligible for K
- 60% must be at or below 75% SMI
- Residency options (GP C-06)



Quality Components

- Plan for collaboration
- Parent outreach and involvement
- Record keeping
- Referrals for health services
- Plan for pre-literacy practices and training
- Nutrition services
- Referrals to family literacy programs
- Admission policies
- Transition to kindergarten
- Professional development
- Sliding fee for families
- Inclusion of children with special needs
- Annual evaluation



Staff Qualifications

July 1, 2017 – June 30, 2020

50% or more of the designated QSMs need a Bachelor degree in ECE

July 1, 2020 and beyond

100% of QSMs must have a EC Certification, Bachelor degree in ECE, or ECTC



School Readiness Council Overview

- Convened jointly by the chief elected official and superintendent (or their designees)
- Responsible for shared decision making
- Establish local policy (consistent with OEC GPs and guidance)



School Readiness Council

- Parent Leadership
- Provider Network
- McKinney-Vento liaison (homelessness)
- Health care provider (Staywell Health Center)
- United Way
- Silas Bronson Library
- BTS
- Supervisor of Special Education
- CT Senator
- WPS Early Childhood Supervisor
- FRC
- UConn
- YMCA
- Headstart



School Readiness Liaison

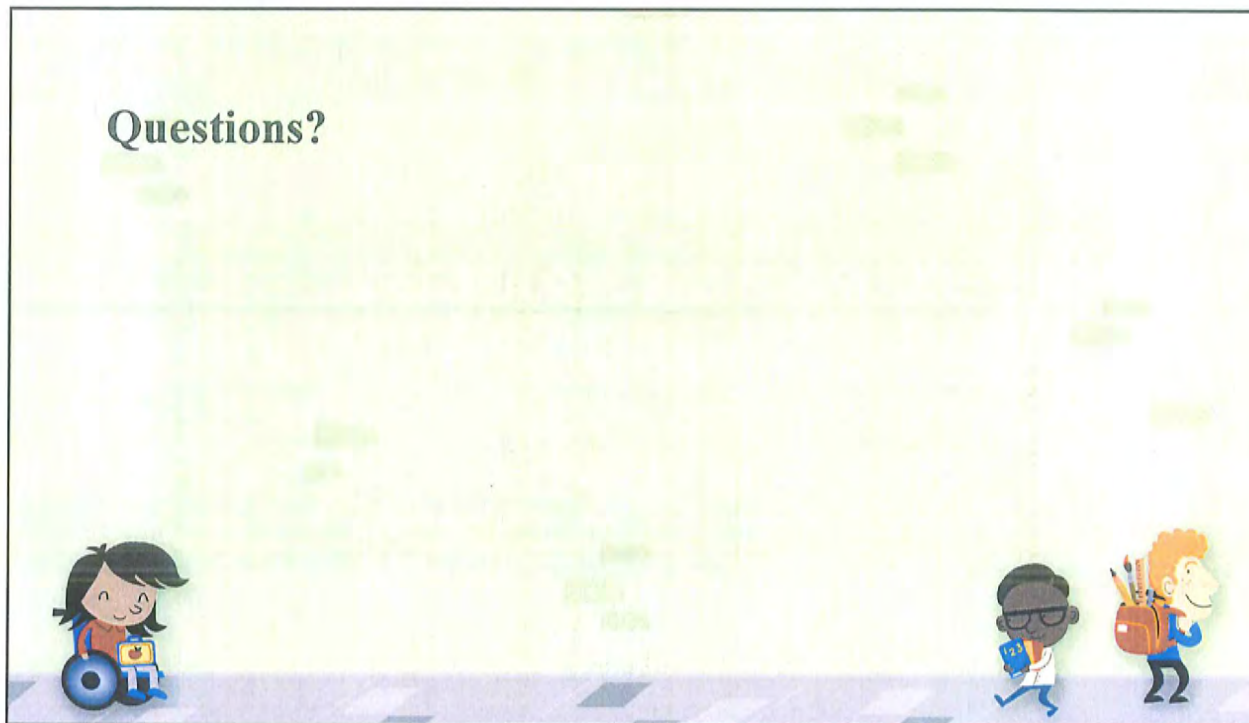
- Make recommendations on issues relating to SR (e.g., local grant awards)
- Foster partnerships
- Evaluate local programs
- Identify resources
- Coordinate delivery of services
- Communicate information promptly and effectively
- Make recommendations to school officials regarding transition to kindergarten
- Encourage public participation



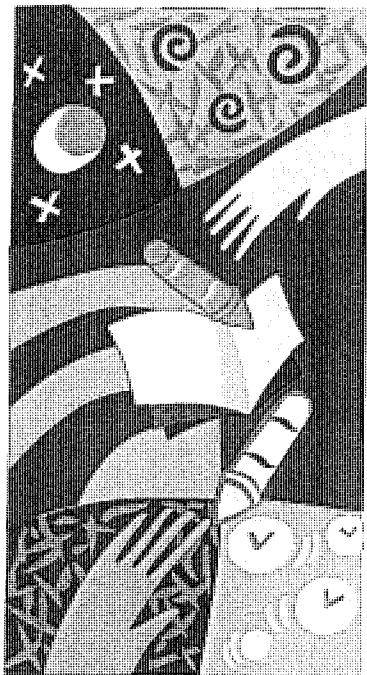
Questions?



Questions?



School Readiness

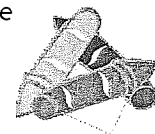


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OBJECTIVE

A state-funded initiative administered by the Office of Early Childhood (OEC) that develops a network of school readiness programs to:

- Provide open access for children to quality programs that promote the health and safety of children and prepare them for formal schooling;
- Provide opportunities for parents to choose among affordable and accredited programs;
- Encourage coordination and cooperation among programs and prevent the duplication of services;
- Recognize the specific service needs and unique resources available to particular municipalities and provide flexibility in the implementation of programs;
- Prevent or minimize the potential for developmental delays in children prior to their reaching the age of five;
- Enhance federally funded school readiness programs;
- Strengthen the family through: (A) Encouragement of parental involvement in a child's development and education; and (B) enhancement of a family's capacity to meet the special needs of the children, including children with disabilities;
- Reduce educational costs by decreasing the need for special education services for school age children and to avoid grade repetition;
- Assure that children with disabilities are integrated into programs available to children who are not disabled; and
- Improve the availability and quality of school readiness programs and the coordination with the services of child care providers.

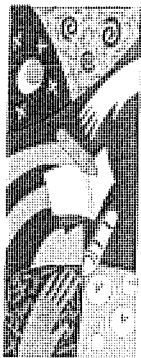


OVERVIEW

Established in 1997 under P.A. 97-259, An Act Concerning School Readiness and Child Day Care and encoded in the CT General Statutes C.G.S. 10-16p - 10-16u, the legislation established a grant program to provide spaces in NAEYC accredited or Federal Head Start approved programs for eligible children in priority school districts and competitive grant municipalities.

Priority School Districts

All current and former priority school districts receive a grant allocation for spaces for eligible children.



Competitive Grant Municipalities

Competitive grant municipalities or regional school districts are eligible to receive a grant allocation for spaces for eligible children if the area is served by a priority school or in a town ranked 1 to 50 when all towns are ranked in ascending order according to town wealth. Each eligible municipality or regional school district may apply for a Competitive School Readiness grant.

The School Readiness grant allocation is based on the formula that uses the March 30 space count of the fiscal year prior to the fiscal year in which the grant is to be paid, plus or minus the current space requests, multiplied by the per child cost space rate.

Grant awards are made annually to eligible communities, for a period of five years. The chief elected official and the superintendent of schools jointly submit a plan for the expenditure of the funds and the responses to the local request for proposals process.

To review the RFP for Priority or Competitive School Readiness Grants, please refer to the OEC School Readiness web page.

SCHOOL READINESS COUNCIL

The chief elected official and the superintendent of schools jointly appoint and convene a School Readiness Council with the responsibility of making recommendations on issues relating to School Readiness including the application for School Readiness grants. The School Readiness Council is composed of the chief elected official or designee, the superintendent of schools or management level staff person, parents, a representative of a community health care provider, a librarian, representatives from programs such as Head Start, family resource centers, nonprofit and for profit child-care centers, group day-care homes, pre-kindergarten and nursery schools, family day care home providers and representatives from the community who provide services to children or have an interest in young children and their families.

ELIGIBILITY

Children who are ages 3 and 4 years of age and children age 5 years of age who are not eligible to enroll in kindergarten may enroll in a School Readiness program. Under C.G.S. Sec 10-16t, a School Readiness Council may elect to reserve 5 percent of its spaces for 5-year-olds eligible to enroll in school provided they have been in the program for one year and the parent or legal guardian, the School Readiness provider and local or regional school district agree that the child is not ready for kindergarten and the parent signs the public school option form exempting his/her child from attendance at the public school.

At least 60 percent of the children enrolled must be at or below 75 percent of the State Median Income.

PROGRAM TYPES

Full-day/Full-year Programs	Those programs providing services for 10 hours per day for 50 weeks per year. Reimbursed at \$8,924 per child per year.
School-Day/School-Year Programs	Those programs providing services for 6 hours per day for 180 consecutive days. Reimbursed at \$6,000 per child per year.
Part-Day/Part-Year Programs	Those programs providing services for at least 2.5 hours per day for 180 consecutive days. Reimbursed at \$4,500 per child per year.
Extended-Day Programs	This program is only available in the priority school districts. Those programs providing services that extend the hours, days and/or weeks of programming for children who are in an existing part time program not funded by School Readiness dollars. The purpose is to provide those children with a full time program of 10 hours per day for 50 weeks. Reimbursed at \$2,772 per child per year.

All programs must charge parent fees, based on the School Readiness Sliding Fee Scale, and/or use the child-care subsidy certificates from the Care4Kids program. School Readiness Councils may exempt part-day programs from charging parent fees. Exempt programs are not eligible for Child Care Assistance Program (CCAP).

School Readiness



REQUIREMENTS

In the Priority and Competitive School Readiness municipalities, the School Readiness Council shall issue a local request for proposals to identify and fund local early care and education providers to provide School Readiness spaces. After a review by the Council to ensure that the proposals address all the requirements of the School Readiness legislation, the School Readiness Council shall, within their allocation, purchase capacity in public schools, for profit and non-profit early childhood programs, Head Start and state funded child care programs. All programs must either be accredited by the National Association for the Education of Young Children (NAEYC) or complete that process within three years of being awarded the funds, or receive Federal Head Start funding. At least 50 percent of the spaces in a priority community must be full-day/full-year spaces.

In funded Competitive grant municipalities, a School Readiness Council may file a waiver application to the OEC for the purpose of seeking approval of a School Readiness schedule that varies from the minimum hours and number of days and maximizes available dollars to serve more children or address community needs. The School Readiness Council may purchase capacity in early care and education programs such as public schools, for profit and non-profit early childhood programs, Head Start and state funded child care programs. These programs must be accredited by NAEYC or complete the process within three years of being awarded the funds, or receive Federal Head Start funding.

QUALITY COMPONENTS

The legislation has identified specific requirements for School Readiness programs as part of the continuum of services in quality programs that meet the needs of children and families. These indicators include:

- A plan for collaboration with other community programs and services, including public libraries and for coordination of resources in order to facilitate full-day and year-round child-care and education programs for children of working parents and parents in education or training programs;
- Parent involvement, parenting education and outreach;
- Referrals for health services, including referrals for appropriate immunizations and screenings;
- Nutrition services;
- Referrals to family literacy programs that incorporate adult basic education and provide for the promotion of literacy through access to public library services;
- Admission policies that promote enrollment of children from different racial, ethnic and economic backgrounds and from other communities;
- A plan of transition for participating children from the School Readiness program to kindergarten and provide for the transfer of records from the program to the kindergarten program;
- A plan for professional development for staff;
- A sliding fee scale for families participating in the program;
- An annual evaluation of the effectiveness of the program; and
- A plan to ensure that children with disabilities are integrated into programs with children who are not disabled.

FY 2016 GRANTS

Priority Communities	Grant Amount
Ansonia	\$1,214,917
Bloomfield	684,184
Bridgeport	13,070,384
Bristol	2,891,128
Danbury	3,546,716
Derby	121,813
East Hartford	2,872,860
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Stamford	4,316,244
Waterbury	10,368,828
West Haven	2,007,890
Windham	1,583,946
Total	\$83,516,545

Competitive Grant Municipalities

	Grant Amount
Andover	\$ 113,400
Ashford	113,400
Branford	121,813
Brooklyn	113,400
Canterbury	250,425
Chaplin	119,700
Colchester	151,200
Coventry	132,300
East Haven	402,919
Eastford	107,100
Ellington	117,407
Enfield	281,106
Greenwich	290,476
Griswold	305,449
Groton	509,380
Hamden	655,914
Hampton	104,000
Hebron	113,400
Killingly	368,550
Lebanon	113,400
Ledyard	226,800
Lisbon	108,675
Manchester	374,808
Mansfield	154,808
Milford	552,842
Naugatuck	337,327
North Canaan	140,553
Plainfield	215,914
Plainville	207,102
Plymouth	131,582
Scotland	113,400
Seymour	121,813
Shelton	309,217
Sprague	141,750
Stafford	117,487
Sterling	113,400
Stratford	203,713
Thomaston	131,502
Thompson	109,771
Torrington	297,893
Vernon	334,039
Voluntown	207,900
West Hartford *	410,615
Winchester	275,764
Windsor	290,636
Windsor Locks	226,800
Wolcott	187,404
Total	\$10,528,250

* \$88,000 is funded through PSD

RESOURCES

GENERAL POLICY DOCUMENTS

These documents are issued to provide guidance to School Readiness Councils and providers regarding School Readiness policies and procedures.

CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY

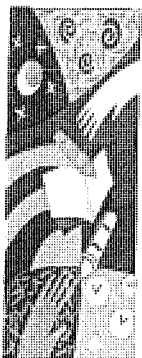
CHEFA Bonding and Loan Program

Funds are available to early childhood programs through the CHEFA to fund renovations and construction for early care and education facilities. For information concerning funding, contact CHEFA at 860-520-4001.

SCHOOL FACILITIES CONSTRUCTION

GRANT PROGRAM

Each town or regional school district may apply for a grant for a school building project. If a town or regional school district's project is a new building or expansion of an existing building for an elementary school and it includes space for a School Readiness program, the percentage that the local board of education is eligible to receive shall be increased by five percentage points but shall not exceed one hundred per cent, for the portion of the building used primarily for such purpose. For further information contact the Department of Construction Services, School Facilities at 860-713-6480.



QUALITY ENHANCEMENT GRANTS

Supplemental grants are available to School Readiness municipalities to improve the quality and comprehensiveness of school readiness programs. These grants are awarded annually and require an application from the community in response to a state Request for Proposal (RFP).

FY 2016	Amount	FY 2016	Amount
Andover	\$ 3,881	Milford	3,881
Ansonia	6,447	Naugatuck	3,881
Ashford	3,881	New Britain	53,271
Bloomfield	8,035	New Haven	108,583
Branford	3,881	New London	17,226
Bridgeport	134,851	North Canaan	3,881
Bristol	25,024	Norwalk	50,282
Brooklyn	3,881	Norwich	20,120
Canterbury	3,881	Plainfield	3,881
Chaplin	3,881	Plainville	3,881
Colchester	3,881	Plymouth	3,881
Coventry	3,881	Putnam	6,447
Danbury	33,206	Scotland	3,881
Derby	3,881	Seymour	3,881
Eastford	3,881	Shelton	3,881
East Hartford	28,340	Sprague	3,881
East Haven	3,881	Stafford	3,881
Ellington	3,881	Stamford	65,335
Enfield	3,881	Sterling	3,881
Greenwich	3,881	Stratford	3,881
Griswold	3,881	Thomaston	3,881
Groton	3,881	Thompson	3,881
Hamden	3,881	Torrington	3,881
Hampton	3,881	Vernon	3,881
Hartford	150,125	Voluntown	3,881
Hebron	3,881	Waterbury	100,918
Killingly	3,881	West Hartford	3,881
Lebanon	3,881	West Haven	33,318
Ledyard	3,881	Winchester	3,881
Lisbon	3,881	Windham	13,963
Manchester	3,881	Windsor	3,881
Mansfield	3,881	Windsor Locks	3,881
Meriden	37,807	Wolcott	3,881
Middletown	25,380		
		Total	\$1,104,966

LINKAGES

Accreditation Facilitation Project - <http://www.ctcharts.org/>

This statewide initiative provides intensive support to programs seeking National Association for the Education of Young Children (NAEYC) accreditation.

Connecticut Charts-A-Course - <http://www.ctcharts.org/>

Connecticut Charts-A-Course strives to bring professionalism to the field of early education by promoting the following:

- career development ladder for individuals working in all child-care settings;
- professional recognition for training;
- training that can be applied toward a CDA credential and college credit;
- high-quality training and trainers; and
- financial assistance towards training, education and national accreditation to child-care centers.


WATERBURY SCHOOL READINESS COUNCIL

DATE: November 9, 2016
4:30pmPM

UNITED WAY conference room
2nd. Floor, 100 N.Elm Street, Waterbury

ATTENDANCE SHEET

VOTING MEMBER NAME	AFFILIATION	SIGNATURE
PRESIDENT ELIZABETH BROWN	CO-CHAIR MAYORAL APPOINTEE	
CHIEF ACADEMIC OFFICER DARREN SCHWARTZ	CO-CHAIR SUPERINTENDENT APPOINTEE	
CLIVEL CHARLTON	SILAS BRONSON LIBRARY	
JOANN REYNOLDS BALANDA	UNITED WAY	
AMY SIMMS	SUPERVISOR/SPECIAL EDUCATION/W.P.S.	
WILLIAM RYBCZYK	NEW OPPORTUNITIES, INC.	
JOSEPHINE BENNETT	PARENT/GRANDPARENT	
ABBIE CALO	NVCC EARLY CHILDHOOD ASSOCIATE PRPGRAM	
JOAN HARTLEY	CT SENATOR	
PATRICIA MORAN	EARLY CHILDHOOD DEPT. WPS	
CAROL BLAKE	PROVIDER NETWORK	
MARIE MONAHAN	CAEYC	
ANGELA HOLMES	PARENT LEADERSHIP	
CHRISTINA BIANCHI	COMMUNITY HEALTHCARE PROGRAM	
CAROL O'DONNELL	PHILANTHROPIC ORGANIZATION	
JESSICA REHO	FRC - WILSON	
DR. KIMBERLY CUEVAS	UCONN-INFANT RESEARCH	
JAMES O'ROURKE	COMMUNITY WELLNESS	
BARBARA TENOR	McKENNY VENTOR	
VACANT	REPRESENTATIVE HIGHER EDUCATION WITH 4 YEAR DEGREE	
VACANT	FAMILY MENTAL HEALTH PROVIDER	
VACANT	PEDIATRICS HEALTH	

 Guest Sign-in Sheet on Next Page.

#3

**Agreement
Between
City of Waterbury
Waterbury Public Schools
And
Follett School Solutions, Inc.
For
Licensing and Implementation of Follett Destiny Solution**

THIS AGREEMENT effective on the date signed by the Mayor, is by and between the City of Waterbury, Waterbury Public Schools, 236 Grand Street, Waterbury, Connecticut (the "City"/Customer) and Follett School Solutions, Inc. located at 1340 Ridgeview Drive, McHenry, Illinois 60050, a State of Illinois duly registered foreign corporation ("Follett").

WHEREAS, Follett has provided the City a proposal for the Licensing and Implementation of the Follett Destiny solution Program for its school Library systems:

WHEREAS, the City has accepted this proposal from Follett. Follett has represented that it is a sole source provider of said program and services,;

NOW THEREFORE, the City and Follett hereby agree and covenant as follows to enter into this following agreement for the Licensing and implementation for the Follett Destiny Program ("Program") under the terms and conditions outlined as follows:

1. Scope of Services. Follett shall furnish all of the labor, services, equipment, materials, supplies, and incidentals necessary to complete the Project as specified in this agreement (also referred to herein as "Contract") and such shall be completed in a satisfactory manner, as reasonably determined by the City. All labor, services, equipment, materials, supplies and incidentals shall comply with (i) any and all applicable local, state and federal laws, statutes, ordinances, rules and regulations, including without limitation all notice requirements thereunder, and (ii) generally accepted professional standards, and shall consist of those activities as more particularly described and set forth in Schedule A Statement of Work. All services shall be applicable as detailed to the Licensed School Sites as set forth in Schedule C attached hereto and made part of this Agreement as if fully set forth herein.

2. Nature of the Transaction. Follett School Solutions, Inc. ("Follett") agrees to sell and license to the School District first named in this Agreement ("Customer"), and Customer agrees to purchase and license from Follett, the products and services listed in this Agreement (collectively referred to as the "Destiny Solution" or "Solution").

3. License. Upon commencement of the hosting services provided under the Agreement, Customer will be licensed to use the Destiny™ software (the "Software") according to the Follett School Solutions, Inc. Product Licensing Terms, incorporated into this Agreement by reference and available at the following URL: http://www.follettsoftware.com/_files/fsc/file/cms/DestinyLicense.pdf. The license shall be subject to the Term stated in Section 13 below. In the event of a conflict between the terms of this Agreement and the Follett School Solutions, Inc. Product Licensing Terms, the terms of this Agreement shall govern. Access or use of certain additional or special features of Destiny,

including but not limited to Destiny Discover, requires that Customer maintains current Follett School Solutions, Inc. support services.

Discover, requires that Customer maintains current Follett School Solutions, Inc. support services.

4. **Hosting.** Follett will provide to Customer those hosting services more particularly described in the SOW ("Hosted Services"). Follett may provide the Hosted Services from any facility and may from time to time transfer any or all of the Hosting Services to any new facilities or relocate the personnel, equipment, and other resources used in providing Hosting Services. Follett will back up the Customer's database at the Follett Hosting Center daily and will store the backup in accordance with industry standards.

5. **Service Levels.** The Follett Hosting Service is provided 24 hours per day, 7 days per week. Follett shall provide the following service levels for the Hosting Service: 98% up-time, Monday through Friday during the hours of 6 a.m. to 6 p.m. (US Central Time) ("Up-time").

6. **Security.** Follett agrees to employ commercially reasonable security measures that comply with all applicable federal and state laws and regulations regarding data security and privacy for provision of the Hosted Service. Except as expressly provided in this Section, neither Follett nor its successors or assigns shall have any liability for the breach of its security measures or the integrity of the Hosting Services, unless caused by the willful misconduct of Follett, its employees or subcontractors.

7. **Third Party Equipment and Software.** Unless otherwise indicated in the SOW, Follett will be responsible for the purchase of, and entering into appropriate licensing agreements concerning, any third party equipment and software necessary for the performance of the Hosted Service. Ownership and/or licenses for the third party equipment and software shall be in the name of Follett.

8. **Customer Responsibilities.** In addition to any other duties and obligations set forth in this Agreement, Customer will undertake the following responsibilities at Customer's sole cost and expense:

- (a) Completion of any Customer requirements set forth in the SOW
- (b) Provision and continuous operation of all communication lines, parts, modems, interface equipment and workstations as necessary or reasonably appropriate for use and maintenance of the network capacity between Customer facilities and the hosted system;
- (c) Cooperation with and assistance to Follett with the transition to the Hosted Service;
- (d) Inspection and review of all reports and other output provided by Follett and notification to Follett of any incorrect reports or output within three business days after its receipt (or other mutually agreed upon time frame);
- (e) Training of appropriate Customer personnel to properly prepare input for and to effectively utilize output from the hosted system; and
- (f) Cooperation with Follett by, among other things, making available as reasonably requested management decisions, information, approvals, and acceptances in order that Follett may properly accomplish its obligations and responsibilities under this Agreement.

9. **Payment.** Customer will make payments for the quoted price of the Software according to the Payment Schedule, as set forth in Schedule B, attached hereto and made part of this Agreement. On-time payments prior to term expiration are required for annual licensing to use the Follett Hosted Service.

10. Ownership. All Customer Personally Identifiable Information and other data received by Follett from Customer (collectively, "Customer Data") will remain Customer's property, and upon the termination of this Agreement for any reason, the Customer will be provided an opportunity to export catalog and patron data in a reasonable timeframe, not to exceed 120 days past termination date. Follett shall terminate the Customer's access to the Follett hosted service and destroy the Customer Data after the customer's timeframe to export data has passed. Follett may use aggregate data from schools or districts for marketing purposes. Follett shall own all intellectual property rights, including copyright, trademark, patent and trade secret rights in and to the Software, and this Agreement shall not be construed as a transfer of any right, title or interest in the Software.

11. License. During the term of this Agreement, Customer grants to Follett the limited, nonexclusive right and license to copy, display, perform, modify and otherwise use (and permit others to use) any Customer Data solely for the purpose of rendering the Services to Customer.

12. Delays. Follett is not responsible for any failure to provide Hosting Services if such failure is caused by changes to the format of the Customer Data, changes to Customer's equipment or software, or Customer's delay or failure in the performance of customer responsibilities.

13. Service Term. The term of the Service shall be one (1) year with automatic renewal, unless either party terminates in writing at least sixty (60) days prior to expiration of the current term, or any term thereafter. The renewal date shall be the date in which the implementation of the program system is complete, and completion is confirmed by the City. The parties will endeavor to complete the implementation by February 28, 2017. Prices will not change for the first two (2) years of the agreement. Follett will notify Customer at least 90 days in advance of any price changes beyond the initial two (2) years of service.

14. Effect of Termination. Sections 10, 15, 16, 17, 18 and 21 shall survive any termination of this Agreement. At any time prior to termination, Customer may export Customer's data using the Software.

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

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

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

- 14.2. Termination for Convenience of the City. The City may terminate this Contract at any time for the convenience of the City, by a notice in writing from the City to Follett. If this Contract is terminated by the City as provided herein, Follett will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of Follett covered by this Contract, less payments of compensation previously made.
- 14.3. Termination for Non-Appropriation or Lack of Funding. Follett acknowledges that the City is a municipal corporation and that this Contract is subject to the appropriation of funds by the City sufficient for this Contract for each budget year in which this Contract is in effect. Follett therefore agrees that the City shall have the right to terminate this Contract in whole or in part without penalty in the event sufficient funds to provide for City payment(s) under this Contract is not appropriated, not authorized or not made available pursuant to law, or such funding has been reduced pursuant to law.
- 14.3.1 Effects of Non-Appropriation. If funds to enable the City to effect continued payment under this Contract are not appropriated, authorized or otherwise made available by law, the City shall have the right to terminate this Contract without penalty at the end of the last period for which funds have been appropriated, authorized or otherwise made available by law by giving written notice of termination to Follett.
- 14.3.2 Effects of Reduced Levels of Funding. If funding is reduced by law, or funds to pay Follett for the agreed to level of the products, services and functions to be provided by Follett under this Contract are not appropriated, authorized or otherwise made available by law, the City may, upon seven (7) calendar days written notice to Follett, reduce the level of the products, services or functions in such manner and for such periods of time as the City may elect. The charges payable under this Contract shall be equitably adjusted to reflect such reduced level of products, services or functions and the parties shall be afforded the rights set forth in this Contract.
- 14.3.3 No Payment for Lost Profits. In no event shall the City be obligated to pay or otherwise compensate Follett for any lost or expected future profits.
- 14.4. Rights Upon Cancellation of Termination.
- 14.4.1 Termination for Cause. In the event the City terminates this Contract for cause, Follett shall relinquish to the City any applicable interest, title and ownership including, but not limited to, perpetual use of any proprietary rights in and to the documents, data, studies, reports, specifications, deliverables, etc. provided to, in possession of, and properly invoiced and paid for by (except to the extent such invoiced amount is disputed) the City. With regard to third party products, Follett shall transfer all licenses to the City which Follett is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate Follett for such terminated documents, data, studies, reports, specifications, deliverables, etc. unless payment is otherwise approved by the City

prior to such termination. Follett shall be liable for costs incurred by the City, including but not limited to reasonable attorney fees and all court awarded fees and costs incurred in terminating this agreement in whole or in part.

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

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

15. Limited Warranties. Follett warrants, for the benefit of Customer only, that the third party equipment purchased under this Agreement will conform in all material respects to the specifications supplied by the manufacturer and shall be free of material defects. Follett's sole obligation and Customer's exclusive remedy for any defect or nonconformity in the equipment will be Follett's cooperation with Customer to provide it with the benefit of any warranty and support commitment of the third-party manufacturers and suppliers of the equipment. Follett warrants that the services provided under the attached SOW will be performed using generally accepted industry standards and practices and in compliance with all applicable state, federal, municipal or local educational institution codes. Follett's limited warranty covering the Software is set forth in the Follett School Solutions, Inc. Product Licensing Terms.

16. Disclaimer of warranty. The limited warranties set forth herein are exclusive and in lieu of all other warranties and conditions, express or implied (including, but not limited to, warranties of merchantability, fitness for a particular purpose, title and non-infringement, statutory or otherwise). Customer acknowledges that Follett is not the manufacturer of the equipment and expressly waives any claim against Follett based upon any infringement or alleged infringement of any patent with respect to any item(s), any defects or any nonconformance of the third party equipment with its specifications, or for any indemnity against any claim made by any third party against customer.

17. Limitation of liability. To the maximum extent permitted by applicable law, in no event shall Follett, its affiliates, or their respective directors, shareholders, employees, agents and representatives be liable to customer for any incidental, consequential, indirect, special, or punitive damages (including, but not limited to, lost profits, business interruptions, loss of business information or other pecuniary loss) arising out of the use of the products or services, regardless of whether such liability is based on breach of contract, tort (including negligence), strict liability, breach of warranty, failure of essential purpose, or otherwise, and even if the party has been advised of the possibility of such damages. Follett's total liability for any claims brought by customer regarding the products and services is limited to the amount of any payments made by customer during the twelve months preceding customer's notice of the claim to Follett. This section will not apply to limit Follett's indemnification obligations under this agreement.

18. Indemnification. Follett agrees to indemnify, defend and hold harmless Customer and its officers, directors, employees, agents, attorneys and assigns, against any third party claims, demands, actions, arbitrations, losses and liabilities of any kind caused by Follett's employees or subcontractors in performing the obligations under this Agreement. Follett shall maintain liability insurance sufficient to fulfill its obligations under this Section and shall submit proof of such insurance to Customer upon request. Such insurance may not be changed by Follett in a manner that would lessen the protection provided to Customer during the term of this Agreement without Customer's prior written consent.

19. Publicity. During the term of this Agreement, Follett and its affiliates shall have the right to use the customer name and profile in Follett's marketing materials in any media.

20. Assignment. This Agreement and the rights and obligations of the parties hereunder may not be assigned or otherwise transferred by either party without prior written consent from the other party, which shall not be unreasonably withheld. Notwithstanding the foregoing, either party may assign this Agreement in its entirety as the result of a sale of all or substantially all of its assets, a merger, reorganization or spin-off, without having to obtain the other party's consent.

21. Applicable Law. This Agreement shall be construed under the laws of the State of Connecticut, exclusive of its choice of laws provisions.

22. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all other prior or present understandings, either verbal or written, regarding the subject matter. This Agreement may only be modified or amended in a writing executed by both parties. Any additional or contrary terms or conditions contained in any purchase order or other document issued by Customer shall be null and void unless expressly agreed to in a written modification or amendment to this Agreement.

23. FERPA. In the event that Follett comes into possession of education records of City of Waterbury students, as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99), the Follett shall comply with the requirements of said statute and regulations, and agrees to use information obtained regarding student education records only for the purposes provided in this Agreement. Without the prior written consent of the student, as required by FERPA, Follett has no authority to make any other disclosures of any information from education records.

24. Data Privacy.

Electronic Transmission of Student Records

24.1 Follett shall comply with all relevant provisions of Public Act No. 16-189 entitled an

act concerning Student Data Privacy.

- 24.2 Follett agrees that student records, student information, and student-generated content (herein after "student data") as defined by Connecticut P.A. 16-189 are not the property of, or under the control of Follett.
- 24.3 Follett agrees that the City may at any time upon five (5) business days written notice request the deletion of student data in the possession of Follett.
- 24.4 Follett agrees that it will not use student data for any purposes other than those specifically allowed under the terms of this Agreement.
- 24.5 Follett agrees that, Students, their parents or legal guardians may review personally identifiable information contained in student information, student records, or student-generated content and correct erroneous information, if any, in such student record pursuant to the Waterbury Board of Education Policy's.
- 24.6 Follett agrees and is responsible to take all actions designed and required by applicable State, Federal, and local law to ensure the confidentiality of all student data.
- 24.7 Follett agrees that it will not retain any student data or let said student data remain available to Follett upon completion of the services under this Agreement unless the Parents, Legal guardians, and/or the student have entered into an Agreement with Follett regarding the retention of the student's data in an electronic form or database.

25. Security Breach of Student Information and Data.

- 25.1 Follett's Procedure for Notification Regarding Breach or Unauthorized Release of Student Information.

Follett shall establish a procedure and provide a copy of said procedure to the City and its Board of Education setting forth its notification policy to the Board of Education and the Parents when there has been a breach or unauthorized release of student information or records.

- 25.2 Follett shall provide a 30-Day notification in event of unauthorized release of student information.

Upon the discovery of a breach of security that results in the unauthorized release of student information, as defined by Public Act 16-189, (excluding directory information), Follett must notify the City of such breach without unreasonable delay, and in no case later than thirty (30) days from discovery of the breach. During that 30-day period, Follett may (1) conduct an investigation to determine the scope of the unauthorized release and the identity of the students whose information was compromised or (2) restore the integrity of Follett's data system.

- 25.3 Follett shall provide a 60-Day notification in event of unauthorized release of directory information, student records, or student-generated content.

Upon the discovery of a breach of security that results in the unauthorized release of directory information, student records, or student-generated content as defined by Public Act 16-189, the Follett must notify the City without unreasonable delay and in no case later than sixty (60) days from discovery of the breach. During the 60-day period, Follett may (1) conduct an investigation to determine the scope of the unauthorized release and the identity of the students whose information was compromised or restore the integrity of Follett's data system, or (2) restore the reasonable integrity of Follett's data system. In the event that Follett comes into possession of education records of City of Waterbury students, as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99), the Follett shall comply with the requirements of said statute and regulations, and agrees to use information obtained regarding student education records only for the purposes provided in this Agreement. Without the prior written consent of the student, as required by FERPA, Follett has no authority to make any other disclosures of any information from education records.

26. Waterbury Code of Ethics.

- 26.1 Interest of City Officials. No member of the governing body of the City, and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the carrying out of this Agreement, shall have any personal interest, direct or indirect, in this Agreement.
- 26.2 Prohibition Against Gratuities and Kickbacks. No person shall offer, give, or agree to give any current or former public official, employee or member of a board or commission, or for such current or former public official, employee or member of a board or commission to solicit, demand, accept or agree to accept from another person a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or purchase order, or to any solicitation or proposal therefore.

No person shall make any payment, gratuity, or offer of employment as an inducement for the award of a subcontract or order, by or on behalf of a subcontractor, the prime contractor or higher tier subcontractor or any person associated therewith, under contract or purchase order to the City.

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

The value of anything transferred or received in violation of the provisions of this Chapter or regulations promulgated hereunder by any person subject to this Chapter may be recovered by the City.

- 26.3. Prohibition Against Contingency Fees. Follett hereby represents that it has not retained anyone to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage or contingency fee.
- 26.4 City of Waterbury's Ethics Code Ordinance Follett hereby acknowledges receipt of the City of Waterbury's Ordinance regarding Ethics and Conflicts of Interest and has familiarized itself with said Code.

27. Follett's Insurance.

- 27.1 Follett shall not commence work under this Contract until all insurance required under this Section has been obtained by Follett and such insurance has been approved by the City. Follett shall not allow any subcontractor to commence work on any subcontract until all insurance required of any such subcontractor has been so obtained and approved by the City. Insurance shall be provided by insurers that are satisfactory to the City, authorized to do business in the State of Connecticut, that have at least an "A-" Best's Rating, and are in an A.M. Best financial size category of VII or higher. The A.M. Best classifications are based on the most current A.M. Best Company ratings or an equivalent City approved rating system.
- 27.2 At no additional cost to the City, Follett shall purchase and maintain the insurance coverages set forth below which shall protect the City from claims which may arise out of or result from Follett's obligation under this Contract, whether such obligations are Follett's or subcontractor or person or entity directly or indirectly employed by said Consultant or subcontractor, or by any person or entity for whose acts said Consultant or subcontractor may be liable.
- 27.3 Each insurance policy shall state that the insurance company shall agree to investigate and defend the insured against all claims for damages, even if groundless. If any insurance required herein is to be issued or renewed on a claims made form as opposed to an occurrence form, the retroactive date for coverage shall be no later than the commencement date of this Contract and shall provide that in the event of cancellation or non-renewal, the discovery period for insurance claims ("Tail Coverage") shall be available for at least 60 months.
- 27.4 The following policies with stated limits shall be maintained, in full force and effect, at all times during which the services are to be performed by Follett:
 - 27.4.1 General Liability Insurance: \$1,000,000.00 per occurrence, \$2,000,000.00 aggregate and \$2,000,000.00 Products and completed operations aggregate

Providing coverage to protect the City for all damages arising out of bodily injuries, sickness to or death of all persons in any one accident or occurrence and for all damages arising out of destruction of property in any one accident or occurrence.
 - 27.4.2 Automobile Liability Insurance: \$1,000,000.00 combined single limit (CSL) Each Accident.

Providing coverage to protect the City with respect to claims for damage for bodily injury and or property damage arising out of ownership, maintenance, operation, use or loading and unloading of any auto including all owned and hired autos.

27.4.3 Workers' Compensation: Statutory Limits within the State of Connecticut; Employers' Liability: EL Each Accident \$500,000.00, EL Disease Each Employee \$500,000.00, EL Disease Policy Limit \$500,000.00. Follett shall comply with all State of Connecticut statutes as it relates to workers' compensation.

27.4.4 Excess/Umbrella Liability Insurance: Excess or Umbrella Insurance coverage that follows form or sits over General Liability, Automobile Liability and Workers Compensation insurances. \$1,000,000.00 Each Occurrence and \$1,000,000.00 Aggregate.

27.4.5 Professional Liability Insurance:

Professional liability (also known as, errors and omissions) insurance providing coverage to Follett.

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

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

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

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

By signing below, you represent that you have read the terms of this Agreement, including those on the following pages, understand and agree to such terms, and are duly authorized to sign on behalf of the School District.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed by their authorized representatives as set forth below.

FOLLETT SCHOOL SOLUTIONS, INC.:

Signature: _____

Print Name/Title: _____

Address: 1340 Ridgeview Drive
McHenry, IL 60050

Date: -*/_____

CITY OF WATERBURY:

Signature: _____

Print Name/Title: Mayor Neil M. O'Leary, Mayor

Address: 235 Grand Street
Waterbury, CT 06702

Date: _____

Statement of Work

Schedule A

Any capitalized terms not defined in this Statement of Work (SOW) have the meanings given them in the Agreement.

Services

This SOW specifies the services (referred to herein interchangeably as "Services" or the "project") to be provided under the Agreement beginning on or as soon as practical after the Effective Date. Follett will complete the Services according to the schedule below, unless otherwise agreed upon by the parties.

Overview

The Follett Destiny Solution will be specifically tailored with applicable components, among which are implementation services, data services, customized services, Digital Content Solutions, peripherals, additional training services and/or post-implementation services.

Note: The Follett Destiny Solution is a Student Interoperability Framework (SIF) certified product based on the US SIF Specification. The Destiny SIF agent and SIF implementation services are sold by Kimono (web.kimonocloud.com).

Application Software and Online Services

This SOW covers your Solution, including the following Follett Destiny Solution components:

- Destiny Library Manager

The Follett-hosted service provides access to support the resource management needs of your district. The core of the solution consists of several applications and online service components for inventory management, including:

Application:

- Centralized database and application
- Cataloging
- Circulation
- Inventory
- Searching
- Reporting
- Off-line Circulation
- Online help
- Alliance Plus—Online access to a database of over 9 million high-quality MARC21 records
- One Search
- TitlePeek
- Z39.50 Client

- Z39.50 Server
- WebPath Express

Destiny Discover

With the purchase of Destiny Library Manager, you receive Destiny Discover interface which is an optional cloud based interface to access all your digital and print materials.

Digital Content Solutions

Follett Digital Content Solutions are tools for schools and districts to be at the forefront of digital learning. Manage content to help create active, personalized learning for students.

Alliance Plus®

Alliance Plus offers 24/7 access to more than 9 million high-quality MARC records for print materials. The database is continuously updated with new records, allowing your district to quickly and easily keep your catalog up-to-date with local holdings as well as improve search results for your users with the addition of reading and interest levels, subject headings, summary and content notes, and review sources.

One Search™ Solution

One Search is a federated search tool that allows your students and staff to search resources simultaneously with a single search, including content from paid and free online research databases that may be available in your library (such as ProQuest, EBSCO or Gale Group) and Destiny. By presenting a single, familiar interface for searching these data sources, your students will find the information they need quickly and effectively, and usage of your valuable research databases will be improved.

TitlePeek™ Solution

TitlePeek enhances the patron searching experience by providing content enrichment services to titles in the library collection. Content includes cover photos, title profiles, table of contents, brief summaries, author notes, first chapter or excerpts, and published reviews.

WebPath Express™ Solution

This is an online solution that directs users who are searching Destiny Library Manager's Catalog to high quality, educator-reviewed Web sites. WebPath Express contains over 85,000 Web sites with more updated and added on a regular basis.

Implementation Services

Project Management

Follett will provide project management services in accordance with industry standard techniques. The Project Manager is your district's central point of contact during the implementation of Destiny, to guide and oversee the entire implementation.

Your Project Manager focuses on the following objectives:

- Facilitation of all project planning activities
- Creation of a Project Plan that is developed and agreed to in writing by both you and Follett
- Coordination of all internal resources to ensure that timelines and deadlines are met
- Successful completion of the project and written customer Acknowledgement of Delivery of the Follett Destiny Solution

Project planning includes the following key activities:

Project Planning Questionnaires: At the beginning of your project, your Destiny Project Manager will provide questionnaires to be filled out by your district staff. You will be requested to fill out a questionnaire for each Destiny product, your servers and network, and one concerning your Student Information System (SIS). It is important to complete and return them to your Project Manager prior to the Project Planning Meeting in order to have the most productive meeting, and for Follett to provide the guidance and recommendations appropriate for your district.

Project Planning Meeting: This meeting will review responses from the project planning questionnaires and address any questions or concerns. The expected outcome of this Project Planning Meeting is to develop the implementation, installation and training plan and to ensure that proper expectations are set regarding project responsibilities and schedule. Implementations consisting of more than 26 school locations have the option for the Project Planning Meeting to be held on site.

Additionally, the Project Manager will coordinate the efforts of the various internal resources to ensure that timelines and deadlines are met. The Project Manager guides the project from the time of purchase commitment through the Acknowledgement of Delivery.

Follett Project Manager Responsibilities:

- Facilitate all project planning activities
- Create a detailed Project Plan
- Manage the Project Plan to ensure that deadlines are met, and mitigate whenever plan objectives are at risk
- Maintain project documentation and provide periodic status reports
- Work with your district's primary point of contact to resolve any issues that develop during the project
- Ensure communication between the Implementation Team and your district
- Transition your district to our Customer Service team within the agreed upon period, not to exceed 60 days of receipt of Acknowledgement of Delivery letter

Customer Responsibilities:

- Assign a single Customer point of contact to work directly with the Project Manager.
- Participate in the Project Planning Meeting with Follett—Customer project stakeholders must attend.
- Provide a list of sites that will use the Follett Destiny Solution under the Agreement. This must be documented in **Schedule C** of this Agreement.

- Meet commitments as agreed upon in the Project Plan. If deadlines are not met, the overall Project Plan may need to be modified to compensate for changes. Should Customer not meet a commitment set forth in the agreed Project Plan, Follett cannot guarantee that the original timelines can be kept. Any changes to the agreed upon Plan must be evidenced in writing signed by the parties.
- Participate in conference calls as needed.

System Setup Services

System Setup

System setup for the Follett Hosted Service provides your school with configured access to your Destiny software via a Web site address (URL). Data can be imported into Destiny in many ways including: Bibliographic data that is processed by Follett, current system patron data from a data extraction, and SIS patron data exported in a CSV file format.

It is the customer's responsibility to provide written verification of the Follett Hosted Service Solution delivery immediately following the System Setup via the Acknowledgement of Delivery document (AOD).

There are some services that Follett will not perform for your district:

- Follett will not install any hardware or software at your district or schools.
- Follett will not configure your networking infrastructure. Your entire district-networking infrastructure must be up and running to support the service. This includes all routers and Wide Area Network links.

No school visits are included within the scope of this Agreement. However, during the system setup the Follett Implementation Specialist will illustrate workstation configurations that support Destiny.

Technical Administrative Training

A Follett Technical Specialist will deliver a brief technical training for your district technology staff. For the Follett Hosted Service, this training will focus on technical administrative functions you need to understand (does not include managing a Destiny server since the server will be managed by Follett).

Your district can have up to 12 users at this training session. Attendees who participate in this training will be the only ones authorized to contact Follett's Technical Support hotline for help. Additional attendees can be added at an additional cost.

Follett may utilize remote, web-based conferencing tools to facilitate this training. If this training is delivered with remote, web-based conferencing tools, high-speed Internet access is required. For best results, your district should select a quiet room with a quality conference telephone.

Destiny Library Manager Data Services

Library Manager Standard MARC Conversion

Since your existing system allows export in a standard MARC format, Follett will provide the Library Manager Standard MARC Conversion service to convert your electronic library data to the MARC21 / 852 holdings format.

Follett Responsibilities:

- Follett will profile the data at the time of conversion in an attempt to identify data issues and associated implications with loading the data into Destiny.
- Follett will assign a Data Specialist to the project team to serve as your point of contact for any data consultations.

Customer Responsibilities:

- Customer will provide Follett with the data in electronic format, along with related materials, in accordance with the timeframe specified in the Project Plan.
- Customer will provide clarification of issues associated with the data work to be completed.
- Customer will provide a single point of contact for data related decisions and communications.

Training Services

Training should be scheduled within 30 days, and completed within 90 days, of the signed Acknowledgement of Delivery (AOD). If training is not completed within 90 days of the signed AOD, Follett is not obligated to complete the training, but may do so depending upon the circumstances. If your district elects to receive training at a later date, you may be charged up to current market prices. Customers are not permitted to videotape or record in any way Follett delivered services or training events.

Library Manager On-Site Training – 1 Day

This one-day instructor-led training session covers the fundamentals so that you can start using Destiny Library Manager immediately. Delivered by a certified trainer and geared toward staff members who perform supporting functions in school libraries and media centers, this condensed course covers topics ranging from logging on and navigating the system to circulation and cataloging basics.

Customers may have up to a maximum of twenty (20) participants. Attendees who participate in this training will be authorized to contact Follett's toll-free technical support hotline for help.

Additional Training Services

Destiny Training

Additional training content can be purchased and delivered at the time of implementation or later. Additional training sessions will provide each librarian, textbook coordinator or resource manager in your district with complementary skills to maximize use of your Follett Destiny Solution. The format is hands-on, with the number of attendees per session based on the options selected.

Training toolkits

Training toolkits offer access to our extensive online library of training modules. The training modules include lesson plans, quick reference guides, and videos that let Destiny users maximize their use of the Follett Destiny Solution by providing access to training whenever and wherever needed. Training toolkits are available through Destiny Help.

Post Implementation Support Services

District Technical Support

District Technical Support is included with your Destiny Service Agreement, and features the following services:

- Software updates during the year
- Alliance Plus—Online access to a database of over 9 million high-quality MARC21 records
- One Search
- TitlePeek
- Z39.50 Client
- Z39.50 Server
- Alliance Plus—Online access to a database of over 9 million high-quality MARC21 records
- One Search
- TitlePeek
- Z39.50 Client
- Z39.50 Server
- WebPath Express
- Toll-free telephone technical support for designated Customer contacts
- 24/7 customer Web Portal, with searchable online knowledge base
- Unlimited email support
- Training toolkits (lesson plans, quick reference guides, and videos)

Note: Follett will only provide support for the current and one prior release of software. Follett will only provide support to the extent that the applicable Management product is utilized as licensed. Any use beyond the intended use of the product, as outlined in the Statement of Work, may result in cancellation of Support.

Telephone support for issue resolution

Your designated Customer contacts will have access to Follett's staff of product and technical experts via a toll-free number from 6 a.m. to 6 p.m. Central Time, Monday through Friday. The expectation is that the designated contacts are the point of contact for all end users within the district. Follett will not provide technical support to Customer staff members that have not been designated by the Customer.

Customer Requirements:

- Only the designated Customer contacts may contact Follett Technical Support.
- Unless trained by Follett personnel, site-based staff must contact a designated representative within your district for support.

Customer Web Portal

Follett has a web-based support portal, which is available 24/7 to all customers with a current support Agreement. It includes:

Keyword searchable knowledge base containing articles written by product and system experts

- User guides and manuals
- User groups/online discussion groups
- Electronic newsletters
- Frequently Asked Questions (FAQs)

Email support

Technical support is available to your district via email at any time. You can use this method of support for issues that do not require immediate assistance.

Digital Resource Limit

Digital content that is uploaded and cataloged is limited to 1 GB per Destiny database (for district if the Destiny database serves a multi-school district; or individual school, if the database is limited to a specific school). If at any time you exceed this limit and wish to purchase additional space, you may do so at an additional cost of \$5.00 per GB annually.

This Follett Destiny® Solution Agreement, which includes the attached Terms and Conditions, Statement of Work and schedules (collectively, "Agreement"), governs your purchase and licensing of Follett's Destiny Solution.

Summary of Software and Services: Year 1 Costs		Pricing
	Customer Price	\$49,330.80
	Estimated Shipping and Handling	\$116.14
	Final Price	\$49,446.94
Follett Hosted Service		

Competitive Promotion

- Destiny Library Manager™ for eight (8) location(s) \$12,200.00
 - Alliance Plus
 - Destiny Discover
 - One Search
 - TitlePeek
 - Library Manager Standard MARC Conversion from Bibliomation
 - Online documentation and Help
- Destiny Library Manager™ for nine (9) location(s) \$14,400.00
 - Alliance Plus
 - Destiny Discover
 - One Search
 - TitlePeek
 - Online documentation and Help

Legacy Promotion

- Destiny Library Manager™ for one (1) location(s) \$999.00
 - Alliance Plus
 - Destiny Discover
 - One Search
 - TitlePeek
 - Online documentation and Help
- Destiny Library Manager™ upgrade from Destiny School for six (6) location(s) \$5,100.00
 - Alliance Plus
 - Destiny Discover
 - One Search
 - TitlePeek
 - Online documentation and Help
 - Note: Library Manager is designed specifically as a Library management

tool

- Server maintenance and support

Implementation Services

- **Project Management:** includes a central point of contact during the implementation of the Follett Hosted Service.
- **System Setup:** consists of remote initial setup of district and schools, and initial data load.
- **Technical Administrative Training:** consists of remote brief technical training for the Follett Hosted Service. For the most optimal learning experience, we recommend no more than twelve (12) participants.

Digital Content Solutions

- WebPath Express solution for two (2) location(s) \$998.00

Additional Services

- Destiny Upgrade – One Upgrade to Current Version for four (4) locations \$0.00
- Destiny Upgrade-Three or More Upgrades to Current Version for two (2) locations \$0.00
- Destiny – Patron Data Service \$0.00

Barcodes and Labels

- Thirty thousand (30,000) Title Polythermal Labels (black & white sheet) \$2,422.50

Peripherals

* Note that the Extended Maintenance Agreements must be purchased at the time of original hardware purchase

- PN237 Promotion (Expires December 19, 2016)
 - Eighteen (18) Follett Corded Scanner 5100(s) with Hands-Free Stand (includes manufacturer's 5 year warranty) \$4,213.80

Additional Training

- Destiny Library Manager On-Site Training – 1 day \$2,499.00
- Destiny Library Manager On-Site Training – additional one (1) non-consecutive day(s) \$2,499.00
- Understanding Destiny's Roles and Permissions – one (1) session(s) \$350.00

Follett Hosted Service Support Reduction

- Beginning November 1, 2016, your ongoing Annual Software and Maintenance Fee for four (4) Library Manager with TitlePeek sites will be changed to \$3,400.00 (\$850.00 per site) \$3,400.00
- Bucks Hill Elementary School (0600680)
- Carrington Elementary School (0600682)

- Maloney Magnet School (0600692)
- Waterbury Career Academy High School (0601840)

Digital Content Ongoing Support

- WebPath Express solution for one (1) location(s) \$249.50
- Maloney Magnet School (0600692)

Annual Licensing and Maintenance Costs*

Follett Hosted Service

- Destiny Library Manager for twenty-eight (28) location(s) \$23,800.00
 - Alliance Plus
 - Destiny Discover
 - One Search
 - TitlePeek
 - Online documentation and Help
- District Technical Support includes:
 - Toll-free telephone technical support for designated Customer contacts
 - 24/7 customer Web Portal, with searchable online knowledge base
 - Unlimited email support
 - Training toolkits (lesson plans, quick reference guides, and videos)
 - Product updates

Digital Content Solutions

- WebPath Express solution for three (3) location(s) \$748.50
- Total Annual Licensing and Maintenance Costs**:** **\$24,548.50**

*You must have paid or pay for all prior years' Annual Licensing and Maintenance Costs and renew maintenance for all sites and Management Systems at the same time in order to continue to receive access to the Follett Hosted Service. Otherwise Follett reserves the right to turn off the Services.

Based on discussions with your district, your implementation is scheduled to be completed no later than February 28, 2017. Follett staff will work with your district to begin project planning to reach that implementation date. Because Follett plans our resource allocation based on projected installation requirements, we appreciate your collaboration in meeting this mutually agreed upon timeline.

** Note: This new pricing will be reflected in your next annual renewal fee

To ensure your implementation starts when planned and goes smoothly, please provide us with the information listed below:

- An authorized representative of your District needs to **sign above** using DocuSign. For additional assistance in using DocuSign please reference the following links:
 - <https://www.docusign.com/support/signer/question/how-do-i-sign-a-docusign-document-basic-signing>
 - <https://www.docusign.com/support/classic/documentation/cdse-user-guide/signing/sign-on-paper>

Payment Schedule

Schedule B

Customer agrees to make the following payments related to the purchase outlined in this Agreement.

Description	Amount	Due Date
Initial Costs	\$49,330.80	Net 30 days after acknowledgement of delivery
Shipping & Handling	\$116.14	Net 30 days after acknowledgement of delivery
Total	\$49,446.94	

- Total includes purchase price, estimated shipping and handling, and any applicable interest.
- All fees due under this Agreement are payable in US Dollars only.

Licensed School Sites*

Schedule C

*Note: Licenses are transferable.

School or Site Name	Product Type (check all that apply)	Data Service	Digital Content Subscriptions
1) B W TINKER ELEM SCH 0600679 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
2) BUNKER HILL ELEM SCH 0600681 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express

			<input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
3) CROSBY HIGH SCH 0600683 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
4) DRIGGS ELEM SCH 0600684 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards

		<input type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
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5) DUGGAN ELEM SCH
0601743 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook Manager
☐ Media Manager
☐ Resource Manager

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> Alliance A/V |
| <input type="checkbox"/> | <input type="checkbox"/> Fountas & Pinnell |
| <input type="checkbox"/> | <input type="checkbox"/> Lexile |
| <input type="checkbox"/> | <input type="checkbox"/> Reading Program - AR/RC |
| <input type="checkbox"/> | <input type="checkbox"/> Standards |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> TitlePeek |
| <input type="checkbox"/> | <input type="checkbox"/> WebPath Express |
| <input type="checkbox"/> | <input type="checkbox"/> ABC-CLIO |
| <input type="checkbox"/> | <input type="checkbox"/> ABDO |
| <input type="checkbox"/> | <input type="checkbox"/> A.D.A.M. |
| <input type="checkbox"/> | <input type="checkbox"/> CountryReports |
| <input type="checkbox"/> | <input type="checkbox"/> Soundzabound |
| <input type="checkbox"/> | <input type="checkbox"/> Teachingbooks.net |
| <input type="checkbox"/> | <input type="checkbox"/> Biblionasium Integration |

6) FIKINGSBURY ELEM SCH
0600687 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook

- | | |
|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> Alliance A/V |
| <input type="checkbox"/> | <input type="checkbox"/> Fountas & Pinnell |

	<input type="checkbox"/> Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
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7) GILMARTIN SCH
0600690 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook Manager
☐ Media Manager
☐ Resource Manager

☐
☐
☐
☐

- ☐ Alliance A/V
☐ Fountas & Pinnell
☐ Lexile
☐ Reading Program - AR/RC
☐ Standards
☒ TitlePeek
☒ WebPath Express
☐ ABC-CLIO
☐ ABDO
☐ A.D.A.M.
☐ CountryReports
☐ Soundzabound
☐ Teachingbooks.net
☐ Biblionasium Integration

8) HENRY S CHASE ELEM SCH
0600688 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager

☐☐☐☐☐☐☐☐☐☒☐☐☐☐☐☐☐☐

Alliance A/V

Fountas & Pinnell

Lexile

Reading Program - AR/RC

Standards

TitlePeek

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

Soundzabound

Teachingbooks.net

Biblionasium Integration

9) HOPEVILLE ELEM SCH
0600689 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager

☐☐☐☐☐☐☐☐☐☒☐☐☐☐☐

Alliance A/V

Fountas & Pinnell

Lexile

Reading Program - AR/RC

Standards

TitlePeek

WebPath Express

ABC-CLIO

ABDO

A.D.A.M.

CountryReports

- ☐ Soundzabound
- ☐ Teachingbooks.net
- ☐ Biblionasium Integration

10) JOHN F KENNEDY HIGH SCH
0600691 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager



- ☐ Alliance A/V
- ☐ Fountas & Pinnell
- ☐ Lexile
- ☐ Reading Program - AR/RC
- ☐ Standards
- ☒ TitlePeek
- ☐ WebPath Express
- ☐ ABC-CLIO
- ☐ ABDO
- ☐ A.D.A.M.
- ☐ CountryReports
- ☐ Soundzabound
- ☐ Teachingbooks.net
- ☐ Biblionasium Integration

11) IONATHAN REED ELEM SCH
0601750 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager



- ☐ Alliance A/V
- ☐ Fountas & Pinnell
- ☐ Lexile
- ☐ Reading Program - AR/RC
- ☐ Standards
- ☒ TitlePeek
- ☐ WebPath Express
- ☐ ABC-CLIO

- ☐ ABDO
- ☐ A.D.A.M.
- ☐ CountryReports
- ☐ Soundzabound
- ☐ Teachingbooks.net
- ☐ Biblionasium Integration

12) MARGARET M GENERALI SCH
0600686 1 FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager

☐
☐
☐
☐

- ☐ Alliance A/V
- ☐ Fountas & Pinnell
- ☐ Lexile
- ☐ Reading Program - AR/RC
- ☐ Standards
- ☒ TitlePeek
- ☐ WebPath Express
- ☐ ABC-CLIO
- ☐ ABDO
- ☐ A.D.A.M.
- ☐ CountryReports
- ☐ Soundzabound
- ☐ Teachingbooks.net
- ☐ Biblionasium Integration

13) Mary F Rotella Elem -0600685

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager

☐
☐
☐
☐

- ☐ Alliance A/V
- ☐ Fountas & Pinnell
- ☐ Lexile
- ☐ Reading Program - AR/RC
- ☐ Standards

- ☒ TitlePeek
- ☒ WebPath Express
- ☐ ABC-CLIO
- ☐ ABDO
- ☐ A.D.A.M.
- ☐ CountryReports
- ☐ Soundzabound
- ☐ Teachingbooks.net
- ☐ Biblionasium Integration

14) MICHAEL WALLACE MDL SCH
0600693 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager
- ☐ Media Manager
- ☐ Resource Manager

- ☒
- ☐
- ☐
- ☐

- ☐ Alliance A/V
- ☐ Fountas & Pinnell
- ☐ Lexile
- ☐ Reading Program - AR/RC
- ☐ Standards
- ☒ TitlePeek
- ☐ WebPath Express
- ☐ ABC-CLIO
- ☐ ABDO
- ☐ A.D.A.M.
- ☐ CountryReports
- ☐ Soundzabound
- ☐ Teachingbooks.net
- ☐ Biblionasium Integration

15) NORTH END MDL SCH
0601202 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
- ☐ Textbook Manager

- ☒
- ☐
- ☐

- ☐ Alliance A/V
- ☐ Fountas & Pinnell
- ☐ Lexile

☐ Media Manager

☐ Resource
Manager



☐ Reading Program -
AR/RC

☐ Standards

☒ TitlePeek

☐ WebPath Express

☐ ABC-CLIO

☐ ABDO

☐ A.D.A.M.

☐ CountryReports

☐ Soundzabound

☐ Teachingbooks.net

☐ Biblionasium Integration

16) REGAN ELEM SCH
0600694 I FLR: L0667209.000

Destiny Products:

☒ Library Manager

☐ Textbook
Manager

☐ Media Manager

☐ Resource
Manager



☐ Alliance A/V

☐ Fountas & Pinnell

☐ Lexile

☐ Reading Program -
AR/RC

☐ Standards

☒ TitlePeek

☐ WebPath Express

☐ ABC-CLIO

☐ ABDO

☐ A.D.A.M.

☐ CountryReports

☐ Soundzabound

☐ Teachingbooks.net

☐ Biblionasium Integration

17) SPRAGUE ELEM SCH
0600695 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook Manager
☐ Media Manager
☐ Resource Manager

- ☐ Alliance A/V
☐ Fountas & Pinnell
☐ Lexile
☐ Reading Program - AR/RC
☐ Standards
☒ TitlePeek
☐ WebPath Express
☐ ABC-CLIO
☐ ABDO
☐ A.D.A.M.
☐ CountryReports
☐ Soundzabound
☐ Teachingbooks.net
☐ Biblionasium Integration

18) WALSH ELEM SCH
0600696 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook Manager
☐ Media Manager
☐ Resource Manager

- ☒ Alliance A/V
☐ Fountas & Pinnell
☐ Lexile
☐ Reading Program - AR/RC
☐ Standards
☒ TitlePeek
☐ WebPath Express
☐ ABC-CLIO
☐ ABDO
☐ A.D.A.M.
☐ CountryReports
☐ Soundzabound

			<input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
19) WASHINGTON ELEM SCH 0600697 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
20) WATERBURY ARTS MAGNET SCH 0601656 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO

			<input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
21) WENDELL CROSS ELEM SCH 0600698 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek <input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
22) WEST SIDE MDL SCH 0600912 I FLR: L0667209.000	Destiny Products: <input checked="" type="checkbox"/> Library Manager <input type="checkbox"/> Textbook Manager <input type="checkbox"/> Media Manager <input type="checkbox"/> Resource Manager	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Alliance A/V <input type="checkbox"/> Fountas & Pinnell <input type="checkbox"/> Lexile <input type="checkbox"/> Reading Program - AR/RC <input type="checkbox"/> Standards <input checked="" type="checkbox"/> TitlePeek

			<input type="checkbox"/> WebPath Express <input type="checkbox"/> ABC-CLIO <input type="checkbox"/> ABDO <input type="checkbox"/> A.D.A.M. <input type="checkbox"/> CountryReports <input type="checkbox"/> Soundzabound <input type="checkbox"/> Teachingbooks.net <input type="checkbox"/> Biblionasium Integration
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23) WILBY HIGH SCH
0600699 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook Manager
☐ Media Manager
☐ Resource Manager

☒
☐
☐
☐

☐ Alliance A/V

☐ Fountas & Pinnell

☐ Lexile

☐ Reading Program - AR/RC

☐ Standards

☒ TitlePeek

☐ WebPath Express

☐ ABC-CLIO

☐ ABDO

☐ A.D.A.M.

☐ CountryReports

☐ Soundzabound

☐ Teachingbooks.net

☐ Biblionasium Integration

24) WOODROW WILSON ELEM
SCH
0601382 I FLR: L0667209.000

Destiny Products:

- ☒ Library Manager
☐ Textbook Manager
☐ Media Manager

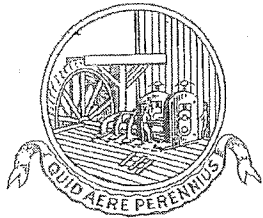
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☐
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☐ Alliance A/V

☐ Fountas & Pinnell

☐ Lexile

☐ Reading Program -



Waterbury Public Schools

236 Grand Street ♦ Waterbury, Connecticut 06702 ♦ (203) 597-3433 ♦ Fax (203) 574-6703

Robert C. Brenker
Interim Chief Operating Officer
and Chief of Staff

MEMORANDUM

TO: Honorable Mayor Neil M. O'Leary
Honorable Board of Aldermen

FROM: Robert C. Brenker, Interim Chief Operating Officer and Chief of Staff *RB*

DATE: February 3, 2017

SUBJECT: Agreement Approval Request for Destiny Resource Management Software and Licensing from Follett School Solutions

The Education Department would like to contract with Follett School Solutions for Destiny Resource Management Software and Licensing for all Waterbury Public Schools (WPS) Media Centers. The Department respectfully requests your review and approval of this agreement.

The software assists in teaching students how to use the Media Center (Library) and is specifically made for school systems. It will connect all WPS school libraries developing an interlibrary loan system in which schools share all forms of media. Other features include inventory control, ease of holds and checkouts, and viewing resource lists on topics discussed in class. We have used Destiny in the past at some schools and have been very pleased with its performance.

Follett is the sole source procurement for this software, so bidding wasn't required (approval letter attached). The agreement is for one calendar year with a one year option. The total agreement amount is \$74,995.44. The year one amount is \$49,446.94 and includes software implementation and licensing; the year two option amount is \$25,548.50 includes licensing. The vendor's Tax Clearance and Disclosure are attached, as well as for your review.

Please feel free to contact me with any questions. Thank you for your consideration.

RCB/mc

Attachments (3)

cc: Steven Strand, Director of Teaching and Learning
File

#4

**AMENDMENT 2
TO
AGREEMENT
BETWEEN
CITY OF WATERBURY
and
BENHAVEN INC.**

THIS AMENDMENT 2, effective on the date signed by the Mayor (the "effective date") is by and between the City of Waterbury, Board of Education, acting herein by Neil M. O'Leary, Mayor of the City of Waterbury, Chase Building, 235 Grand Street, Waterbury, Connecticut, 06702, hereinafter referred to as the "City" or the "Board" and Benhaven, Inc., a Connecticut corporation doing business at 187 Half Mile Hill Road, North Haven, Connecticut 06473-4121, hereinafter referred to as the "Contractor".

WHEREAS, the parties entered into an Agreement to provide education to children with disabilities, which was effective on February 6, 2015; and

WHEREAS, the parties thereafter amended said Agreement by Amendment 1 dated November 23, 2016, to provide, among other provisions, the payment for additional services and to exercise the option to extend the term of the Agreement from July 1, 2016 to June 30, 2017.

WHEREAS, the parties wish to further amend the February 6, 2015 Agreement, as amended by Amendment 1, by executing this Amendment 2 to provide for payment for additional services consistent with the February 6, 2015 Agreement.

NOW THEREFORE, it is mutually agreed as follows:

1. Payment.

1.1 Section 1.2 of Paragraph 4 of the February 6, 2015 Agreement, as amended by Amendment 1, shall be further amended by this Amendment 2 as follows:

1.2 The City shall pay the Contractor an amount not to exceed One Million One Hundred Seventy-Seven Thousand One Hundred Thirteen Dollars and Thirty-Four Cents (\$1,177,113.34) for the entire three year term of this Agreement, for the three contract years beginning July 1, 2014 and ending on June 30, 2017, for services properly rendered, hereinafter referred to as "Total Payment".

The Total Payment is comprised of the payment in the amount of One Million Fifty-Seven Thousand Nine Hundred Seventy-Two Dollars and Fifty-Two Cents (\$1,057,972.52) as set forth in the November 23, 2016 Amendment 1 and the amount of One Hundred Nineteen Thousand One Hundred Forty Dollars And Eighty-Two Cents (\$119,140.82) as amended by this Amendment 2.

- 2.** All other terms, conditions, and provisions of the February 6, 2015 Agreement shall remain in full force and effect and binding on the parties hereto.

{signature page to follow}

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

WITNESSES:

CITY OF WATERBURY,

by: _____

Neil M. O'Leary
Mayor, City of Waterbury

Date: _____

Print Name

WITNESSES:

BENHAVEN, INC.

by: _____

Print Name and Title

Date: _____

Print Name



WATERBURY PUBLIC SCHOOLS

**SUPERINTENDENT'S
2017 - 2018
BUDGET PRESENTATION
January 25, 2017**



WATERBURY PUBLIC SCHOOLS

**2017 - 2018
EDUCATIONAL VISION**

**Blueprint for Change
District's Theory of Action
School Improvement Plans**



2017 - 2018 DISTRICT



ACCOMPLISHMENTS

Demographic Data

Student Enrollment

	Total	Special Ed	ELL/Bilingual	Pre-K
2010	18,150	2,848	725	653
2011	18,062	2,972	780	616
2012	18,385	3,176	825	625
2013	18,622	3,260	953	652
2014	18,799	3,325	678	667
2015	18,752	3,336	731	711
2016	18,901	3,380	761	794



2016-2017 DISTRICT



ACCOMPLISHMENTS

Math Highlights - FY 2016 to Present

i-Ready Diagnostic & Instruction
Grades 3 to 5

Ready Diagnostic & Instruction des 3 to 5	District	Progress Towards Targeted Growth (Average Across All Students)				Average Scale Score Gain	Average Scale Score Gain Required to Achieve Target
		Target 100%					
2015-16 MOY Growth	WATERBURY PUBLIC SCHOOL DIST	40%				+10	25
2015-16 EOY Growth	WATERBURY PUBLIC SCHOOL DIST	66%				+16	25
2016-17 MOY Growth	WATERBURY PUBLIC SCHOOL DIST	71%				+17	24

- i-Ready Diagnostic and Instruction was implemented in 2015-2016 in grades 3 through 5. Middle-of-year (MOY) growth for 2016-2017 exceeded End-of-Year (EOY) growth for the previous school-year (3,974 students).
 - Grade 2 was added to i-Ready Diagnostic and Instruction in 2016-2017. MOY progress towards targeted growth is 65% with an average scale score gain of 18 points (1,235 students).
 - Grades 2 through 5 receive individualized online instruction based on diagnostic testing. Small group instruction based on instructional grouping profiles has been implemented in all elementary schools.
- 3* In the 2015-2016 school-year, 398 students moved out of Tier 3 (more than 1 level below) in math.

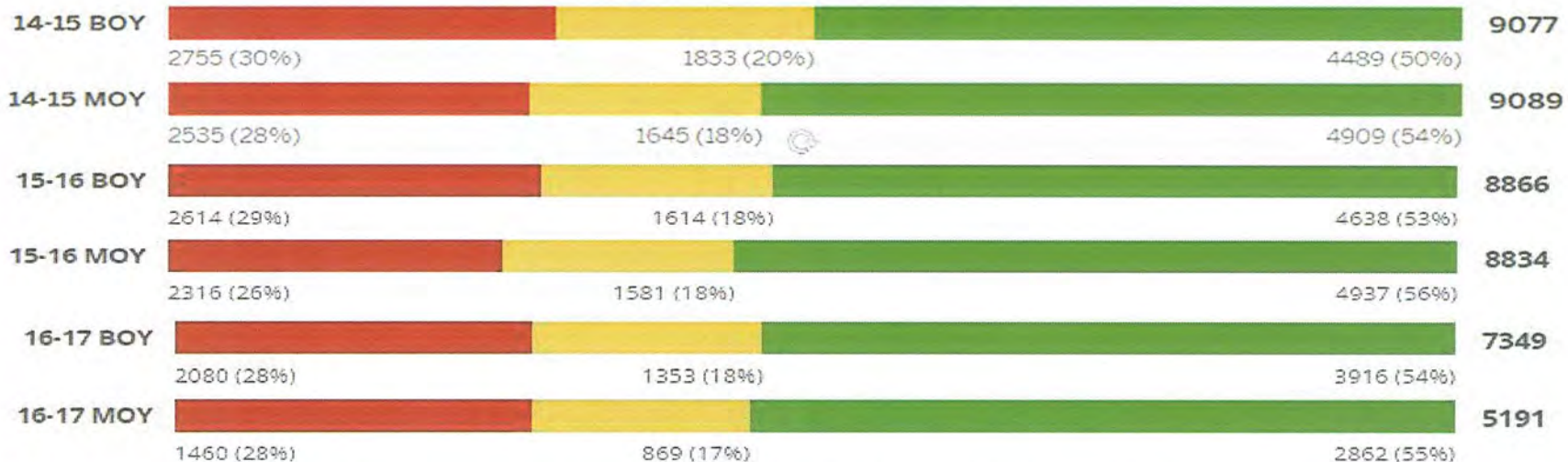


2017 - 2018 DISTRICT



ACCOMPLISHMENTS

ELA Highlights - FY 2015 to Present



- Based on indicators of future reading achievement in the mCLASS system (approximately 2000 more students to be assessed before the end of January). This assessment is progressively more difficult throughout the year.
- Data reviewed and action plans developed during collaborative Instructional Data Team Meetings and district Professional Development.
- SRBI was implemented in Grade 6 this year for students with an individual reading plan. To date, **25 (26%)** of the 97 students tested have exited intervention and are reading fluently at grade level. This is unprecedented!



2017 - 2018 DISTRICT ACCOMPLISHMENTS

Science Highlights – FY 2017

- Significant progress in transitioning to Next Generation Science Standards (NGSS).
- Science Council has completed “deconstruction” of NGSS standards: definitions, clarifications and essential questions.
- Council is now initiating Middle School curriculum mapping; elementary and High School to follow. NGSS curriculum to be completed in 2017-2018.
- Full NGSS implementation in 2018-2019.
- Second year of Invention Convention – 17 schools, 600+ students.
- New robotics team at Crosby, pilot robotics program at Enlightenment, proposed three year elementary and Middle School program.



2017 - 2018 DISTRICT ACCOMPLISHMENTS

Behavioral Data

- 50% reduction in expulsions in the 2014-2015 school year compared to the 2013-2014 school year. The district is on track to lower expulsions even more for the 2015-2016 school year.
- 278 less students suspended in the current school year as of 1/19/2016 compared to 1/19/2015.
- 650 more students regularly attending school in 2014-2015 compared to 2013-2014 (Improved Chronic Absenteeism).

Total Suspensions	
2015-2016	12,956
2014-2015	12,245
2013-2014	13,677
2012-2013	12,987
2011-2012	13,611
2010-2011	14,580



2017 - 2018 DISTRICT ACCOMPLISHMENTS

Additional Data Points

- Graduation rates
 - 2012 at 62.6%
 - 2013 at 66.5%
 - 2014 at 67.9%
 - 2015 at 69.2%
 - 2016 – to be released in March



2017 - 2018 BUDGET PROCESS

- ❖ Fall through December - planning and preparation
- ❖ January - review by Board of Education and recommendation to Mayor
- ❖ First week of April - Mayor's budget to Board of Aldermen
- ❖ April to first week of June – Board of Aldermen holds meetings, hearings, considers actions, adopts budget
- ❖ June - Board of Education makes line item changes, adopts final budget



2017 - 2018 BUDGET PRIORITIES

- Maintain current level of services.
- Use all funding sources efficiently based on District needs.
- Maximize opportunities to leverage the current service reimbursements and grants.



2017 - 2018 BUDGET INCREASE

2017-2018 Proposed Budget	\$164,775,000
2016-2017 Approved Budget	\$158,375,000
Total Increase	\$6,400,000
Percentage Increase	4.0%

ECS Alliance Grant

Fiscal Year	Total	Reform *	Non-Reform Operating Budget
Year 1 2012-2013	\$4,395,509	\$3,395,509	\$1,000,000
Year 2 2013-2014	\$11,855,075	\$7,113,045	\$4,742,030
Year 3 2014-2015	\$19,115,441	\$10,513,493	\$8,601,948
Year 4 2015-2016	\$20,911,528	\$9,410,188	\$11,501,340
Year 5 2016-2017**	\$20,238,884	\$10,355,972	\$9,882,912
**State allowed \$1,200,000 to be moved from Non-Reform to Reform			
ECS/Alliance 2017-2018	\$19,988,884	\$8,129,412	\$11,859,472
---- ASSUMPTION ----			

* Funds used only for new or continuing reform initiatives.

Note: In late December 2016, the State OPM reduced Alliance ECS by an additional \$250,000 per the Municipal Opportunities and Regional Efficiencies (MORE) Lapse savings reduction, which is not

11 reflected in the 2016-2017 total. The new total will be \$19,988,884.

Education Department

FISCAL YEAR	APPROVED CITY BUDGET	BUDGET INCREASE	CONTRACTUAL SALARY INCREASE
2009-2010	\$155,625,000	\$0	\$2,891,351
2010-2011	\$155,625,000	\$0	\$1,536,588
2011-2012	\$155,625,000	\$0	\$3,512,780
2012-2013	\$155,625,000	\$0	\$3,218,827
2013-2014	\$155,625,000	\$0	\$339,408
2014-2015	\$155,625,000	\$0	\$4,068,333
2015-2016	\$155,625,000	\$0	\$4,096,435
2016-2017	\$158,375,000	\$2,750,000	\$1,619,110
TOTAL		\$2,750,000	\$21,282,832

Education Department

FISCAL YEAR	APPROVED CITY BUDGET	STATE APPROVED ALLIANCE BUDGET	COMBINED YEARLY BUDGET
2012-2013	\$155,625,000	\$4,395,509	\$160,020,509
2013-2014	\$155,625,000	\$11,855,075	\$167,480,075
2014-2015	\$155,625,000	\$19,115,441	\$174,740,441
2015-2016	\$155,625,000	\$20,911,528	\$176,536,528
2016-2017	\$158,375,000	\$20,238,884*	\$178,613,884

* In late December 2016, the State OPM reduced Alliance ECS by an additional \$250,000 per the MORE Lapse savings reduction, which is not reflected in the 2016-2017 total. The new total will be \$19,988,884.

Education Department

	Expenditures 2015-2016	Approved Budget 2016-2017	Proposed Budget 2017-2018	Inc/Dec
Salaries	\$133,349,624	\$138,806,410	\$142,097,593	\$3,291,183
Instructional Expense	\$2,815,624	\$2,895,340	\$2,885,340	(\$10,000)
Purchased Services Expense	\$22,860,201	\$23,362,450	\$24,999,150	\$1,636,700
Property Expense	\$8,704,110	\$8,665,135	\$8,788,480	\$123,345
Miscellaneous Expense	\$308,679	\$324,350	\$324,450	\$100
New Items	\$0	\$0	\$214,460	\$214,460
Gross Budget Proposal	\$168,038,237	\$174,053,685	\$179,309,472	\$5,255,787
Alliance Non-Reform Year 5		(\$11,501,340)	\$0	\$11,501,340
Alliance Non-Reform Year 6 Assumption			(\$11,859,472)	(\$11,859,472)
Alliance 2015-2016 Carryover		(\$1,002,345)	\$0	\$1,002,345
General Fund 2015-2016 Surplus		(\$1,000,000)	(\$1,000,000)	\$0
General Fund 2014-2015 Surplus		(\$1,000,000)	(\$1,000,000)	\$0
City Non-Lapsing Account		(\$500,000)	\$0	\$500,000
Contingency Surplus		(\$675,000)	(\$675,000)	\$0
Net Budget Proposal	\$168,038,237	\$158,375,000	\$164,775,000	\$6,400,000

Education Department

Major Account Increase/Decrease		
2017-2018 BOE Proposed Gross Budget Request		\$179,309,472
2016-2017 BOA Approved Budget		\$158,375,000
DIFFERENCE		\$20,934,472
<i>Alliance Non-Reform Year 6 Assumption</i>		<i>(\$11,859,472)</i>
2015-2016 Alliance Carryover		\$0
2015-2016 BOA Approved General Fund Surplus		<i>(\$1,000,000)</i>
2014-2015 BOA Approved General Fund Surplus		<i>(\$1,000,000)</i>
City Non-Lapsing Account		\$0
Contingency Surplus		<i>(\$675,000)</i>
BUDGET INCREASE		\$6,400,000
CONTRACTUAL SALARY INCREASES		\$3,969,858
SAW (Step Increase)	\$392,846	
WTA (Step Increase)	\$2,740,256	
White Collar (2% Increase - Estimated)	\$602,354	
Blue Collar (3% Increase)	\$146,874	
WMAA (3% Increase)	\$13,644	
Other (UPSEU, Crossing Guards, SRO)	\$42,813	
Executive Staff	\$31,071	
ALLIANCE CARRYOVER (2015-2016)		\$1,002,345
NEW ITEMS		\$214,460
Matching Grant Funds-21 st Century Cohort 13	\$90,000	
Leader-in-Residence	\$54,460	
Department Head Additional Stipend Increase	\$70,000	
SUBSTITUTE		\$300,000
PROJECTED RESIGNATIONS		<i>(\$912,115)</i>
Certified	<i>(\$858,816)</i>	
Non-Certified	<i>(\$53,299)</i>	
PUPIL TRANSPORTATION		\$650,000
OUT-OF-DISTRICT TUITION – SPECIAL EDUCATION		\$1,000,000
DIESEL/PROPANE		\$78,145
MISCELLANEOUS ITEMS		\$97,307
BUDGET INCREASE		\$6,400,000

Education Department

Salaries	Expenditures 2015-2016	Approved Budget 2016-2017	Proposed Budget 2017-2018	Inc/Dec
Instructional Regular Payroll	\$70,013,378	\$88,066,580	\$90,835,925	\$2,769,344
Special Education Payroll	\$30,810,667	\$32,650,954	\$33,558,830	\$907,876
Administration Payroll	\$969,799	\$1,020,927	\$1,037,761	\$16,835
Fiscal Administration Payroll	\$369,461	\$510,425	\$526,765	\$16,340
Operation and Maintenance Payroll	\$7,632,767	\$8,224,120	\$8,363,446	\$139,326
Human Resources Payroll	\$278,550	\$410,482	\$479,809	\$69,327
Student Transportation Payroll	\$776,541	\$764,745	\$786,207	\$21,462
Adult Education Payroll	\$1,319,902	\$1,350,000	\$1,350,000	\$0
Operation and Maintenance Overtime	\$952,334	\$700,000	\$700,000	\$0
Outside Activities Overtime	\$252,700	\$200,000	\$200,000	\$0
Administration Overtime	\$98,101	\$40,000	\$40,000	\$0
Athletic and Extra Compensatory	\$766,157	\$692,500	\$770,000	\$77,500
Extra Police Protection	\$34,151	\$35,000	\$35,000	\$0
Substitute Teacher Payroll	\$4,101,760	\$2,945,000	\$3,245,000	\$300,000
Education Longevity	\$32,195	\$37,850	\$25,200	(\$12,650)
Projected Resignations/Attrition Certified	\$0	(\$141,184)	(\$1,000,000)	(\$858,816)
Projected Resignations/Attrition Non-Certified	\$0	(\$126,701)	(\$180,000)	(\$53,299)
Certified Early Incentive and Vacation/Sick Time Buyout	\$1,511,604	\$1,333,192	\$1,323,649	(\$9,543)
TOTAL SALARIES	\$119,920,068	\$138,713,889	\$142,097,593	\$3,383,703

Education Department

Instructional Expense	Expenditures 2015-2016	Approved Budget 2016-2017	Proposed Budget 2017-2018	Inc/Dec
Instructional Supplies	\$1,912,558	\$1,950,000	\$1,950,000	\$0
Office Supplies	\$56,118	\$71,840	\$71,840	\$0
Emergency/Medical Supplies	\$1,445	\$15,000	\$8,000	(\$7,000)
Intake Center Supplies	\$969	\$1,000	\$1,000	\$0
Recruitment Supplies	\$52,979	\$65,000	\$65,000	\$0
Medicaid Supplies	\$16,158	\$20,000	\$17,000	(\$3,000)
Janitorial Supplies	\$234,431	\$235,000	\$235,000	\$0
Buildings and Grounds Supplies	\$302,237	\$345,000	\$345,000	\$0
Clothing	\$39,323	\$40,000	\$40,000	\$0
Crossing Guard Uniforms	\$2,493	\$2,500	\$2,500	\$0
Recreational Supplies	\$15,666	\$20,000	\$20,000	\$0
Athletic Supplies	\$181,247	\$130,000	\$130,000	\$0
TOTAL INSTRUCTIONAL EXPENSE	\$2,815,624	\$2,895,340	\$2,885,340	(\$10,000)

Education Department

Purchased Services Expense	Expenditures 2015-2016	Approved Budget 2016-2017	Proposed Budget 2017-2018	Inc/Dec
Evaluation and Testing	\$43,363	\$70,000	\$55,000	(\$15,000)
Consulting	\$326,061	\$371,935	\$371,935	\$0
Auditing	\$52,062	\$54,000	\$54,000	\$0
Sport Officials	\$30,939	\$35,000	\$35,000	\$0
Report Cards	\$17,010	\$20,000	\$18,000	(\$2,000)
Messenger Service	\$27,251	\$26,180	\$27,280	\$1,100
Pupil Transportation	\$12,197,707	\$13,384,521	\$14,034,521	\$650,000
Postage	\$77,791	\$65,000	\$70,000	\$5,000
Telephone	\$33,225	\$150,000	\$150,000	\$0
Wide-Area Network	\$49,172	\$75,000	\$87,600	\$12,600
Out-of-District Tuition	\$7,498,850	\$6,451,277	\$7,451,277	\$1,000,000
Purchased Services – Outside Special Education	\$2,413,496	\$2,501,537	\$2,501,537	\$0
Tuition Reimbursement	\$4,950	\$6,000	\$6,000	\$0
Travel Expenses	\$16,301	\$20,000	\$18,000	(\$2,000)
Advertising	\$12,707	\$40,000	\$30,000	(\$10,000)
Printing and Binding	\$42,316	\$75,000	\$70,000	(\$5,000)
Insurance – Athletics	\$17,000	\$17,000	\$19,000	\$2,000
18 TOTAL PURCHASED SERVICES EXPENSE	\$22,860,201	\$23,362,450	\$24,999,150	\$1,636,700

Education Department

Property Expense	Expenditures 2015-2016	Approved Budget 2016-2017	Proposed Budget 2017-2018	Inc/Dec
General Repairs and Maintenance	\$1,352,057	\$1,463,800	\$1,515,000	\$51,200
Maintenance – Service Contracts	\$480,410	\$522,844	\$522,844	\$0
Building Rental	\$575,309	\$607,778	\$611,778	\$4,000
Water	\$236,426	\$240,000	\$240,000	\$0
Electricity	\$3,304,089	\$3,309,855	\$3,309,855	\$0
Inspections – Lead/Asbestos	\$8,285	\$10,000	\$10,000	\$0
Security and Safety	\$56,323	\$102,500	\$102,500	\$0
Diesel/Propane	\$1,073,599	\$372,438	\$450,583	\$78,145
Gasoline	\$42,469	\$64,920	\$64,920	\$0
Natural Gas	\$1,328,783	\$1,716,000	\$1,716,000	\$0
Furniture	\$45,523	\$50,000	\$50,000	\$0
Office Equipment	\$160,919	\$165,000	\$165,000	\$0
Plant Equipment	\$39,918	\$40,000	\$30,000	(\$10,000)
TOTAL PROPERTY EXPENSE	\$8,704,110	\$8,665,135	\$8,788,480	\$123,345

Education Department

Miscellaneous Expense	Expenditures 2015-2016	Approved Budget 2016-2017	Proposed Budget 2017-2018	Inc/Dec
Car and Meal Allowance	\$84,796	\$90,000	\$90,000	\$0
Mattatuck Museum	\$12,002	\$13,750	\$13,750	\$0
Board of Education Commissioners	\$20,701	\$20,700	\$20,700	\$0
Emergency Fund	\$9,376	\$9,400	\$9,500	\$100
Mileage	\$24,951	\$33,500	\$33,500	\$0
Coaches Reimbursements	\$6,954	\$7,000	\$7,000	\$0
Dues and Publications	\$59,900	\$60,000	\$60,000	\$0
Athletic Revolving Fund	\$90,000	\$90,000	\$90,000	\$0
TOTAL MISCELLANEOUS EXPENSE	\$308,679	\$324,350	\$324,450	\$100

Education Department

2017-2018 Budget Summary

2017-2018 Proposed Budget Increase	\$6,400,000
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Budget Increase	4.0%
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Budget Increase Impact

Loss of Alliance 2015-2016 Carryover	\$1,002,345
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Contractual Salary Increases	\$3,969,858
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Out-of-District Tuition – Special Education	\$1,000,000
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Pupil Transportation – Escalator and Special Education	\$650,000
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WATERBURY PUBLIC SCHOOLS

Questions and Answers

#6

Date Approved BOE:
FLSA Status: Exempt
Union Affiliation: S.A.W.
Salary Range: Per Contract

DRAFT

Director of Special Education

STATEMENT OF DUTIES:

Responsible for implementation of best practices, leadership and coordination of support services in public and non-public schools to ensure the special education needs of students are met in compliance with state and federal regulations.

DISTINGUISHING FEATURES OF THE CLASS:

The Director of Special Education is responsible for planning, developing, implementing, organizing, administering and evaluating special services programs; cooperates with administration and other professional staff members. The programs include the following areas: accommodations and modifications of the general education curriculum and environment, individualized goals and objectives (in an IEP), coordinated transition services, assistive technology, and related services. Related services include psychological, speech and language, social work, occupational therapy, physical therapy, visual and hearing support, specialized transportation services, and those per State and/or Federal Laws. All services and supports are identified at the PPT (Planning and Placement Team meeting) and included in the IEP. Direct supervision is to be exercised over all Supervisors of Special Education, special educational teachers and specialists, and others including office staff involved in the program; works directly under the Chief Academic Officer.

EXAMPLES OF WORK: (Illustrative only)

- Plans, develops, organizes and supervises the various programs consistent with state and federal legislative requirements.
- Provides professional leadership in setting department policy and practice consistent with the policies of the Board of Education and the total school program.
- Supervises and evaluates the professional staff of the Special Education Department, promotes growth through group and individual activities.
- Directs and coordinates the work of special education supervisors: including psychological services, social work services, speech and hearing services and special education personnel.
- Develop and conduct in-service training programs in special education areas, and Professional Development.
- Explains the philosophy of special education programs at faculty conferences, through the CAO newsletter, and other mediums.
- Works effectively with administrators and teachers to establish a complete program of

special education services.

- Observes special education children in classrooms and special education settings. Maintains updated knowledge of State and Federal laws and guidelines pertinent to special education programs.
- Coordinates the services of the special education department with the total school progress through close liaison with the instructional and administrative staff, particularly the Chief Academic Officer.
- Assists the Chief Academic Officer in the selection, assignment and evaluation of personnel in the preparation of the annual budget for the department, state reimbursement claims and contracts with institutions and private schools.
- Develops and maintains a referral system for the screening, appraisal, planning and placement and/or follow-up of pupils who need special education services.
- Directs the development and supervises the operation of Pupil Planning and Placement Teams (PPT) to deal with pupil problems including discipline, excessive absence, suspensions, exclusions, special admissions, transfers, institutional placement, and court referrals.
- Promotes and maintains communication and a close working relationship between the department and the community, including clinics, agencies and the public at large. Maintains liaison with State Department consultants and city officials in all appropriate areas.
- Performs such additional duties as may be delegated by the Chief Academic Officer.
- Work collaboratively with Corporation Counsel
- Collaborate in the coordination of grants
- Complete District and state reports as required
- Evaluate assigned certified staff utilizing the District evaluation plan
- Use multiple modes of communication to support the mission and goals of the academic office
- Regularly attend Board of Education meetings
- Perform other related duties as may be assigned by the Chief Academic Officer

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of principles and practices in educational services; comprehensive and detailed knowledge of modern principles and practices of school administration on the elementary and secondary levels; Knowledge of the theory, use and interpretation of various tests; Knowledge of research and statistical techniques; knowledge of the rules and regulations of the Waterbury Board of Education and the Connecticut State Statutes governing school programs; knowledge of the City of Waterbury's procurement and contract requirements; ability to plan, develop, implement and supervise programs on a large scale in public schools and in non-public schools as applicable; ability to secure the cooperation of others to promote interdisciplinary cooperation in difficult work situations; ability to plan and implement innovative programs; adheres to confidentiality of students; Imparts confidence and

leadership in dealing with fellow professionals and in planning and implementing innovative special education programs.

ACCEPTABLE EXPERIENCE & TRAINING:

Current certification from the Connecticut Department of Education with endorsement 092 or its future equivalent. In addition, a Connecticut Certificate in Special Education (065 or 165). Five years of successful work under teacher certification. Three years of successful experience in an administrative/leadership position preferred. Experience in an urban school district and/or a multi-cultural environment preferred. This is a grant funded union position that exists as long as grant funds are available.

Waterbury Public Schools Alternative Education Presentation



School Facilities & Grounds Committee
February 23rd , 2017

IDEA



What is a Free and Appropriate Public Education (FAPE)??

An appropriate education may be comprised education in regular classes, education in regular classes with the use of related aids and services, or special education and related services in separate classrooms for all or portions of the school day. Special education may include specially designed instruction in classrooms, at home, or in private or public institutions, and may be accompanied by related services such as speech therapy, occupational and physical therapy, psychological counseling, and/or medical diagnostic services necessary to the child's education.

What is Least Restrictive Environment (LRE) ?

Least Restrictive Environment (LRE) is the requirement in federal law that requires students with disabilities receive their education, to the maximum extent appropriate, with nondisabled peers; and that special education students are not removed from regular classes unless, even with supplemental aids and services, education in regular classes cannot be achieved satisfactorily. [20 United States Code (U.S.C.) Sec. 1412(a)(5)(A); 34 Code of Federal Regulations (C.F.R.) Sec. 300.114.]



2011 – Invisible Student Study – 195 Districts CT
Public Act 13-122- Study of Alternative Education

Public act 15 – 133– Act Concerning Alternative Education

Required the CSDE to develop guidelines for the provision of alternative education

- Description of the purpose and expectations of alternative education
- Criteria for who is eligible to receive alternative education
- Criteria for how and when a student may enter or exit alternative education

The purpose of the guidelines is to ensure improved programs and greater outcomes for students in alternative education settings.

Definition of Alternative Education

- PA 15-133 defines alternative education as “a school or program maintained and operated by a local or regional board of education that is offered to students in a nontraditional educational setting and addresses the social, emotional, behavioral and academic needs of such students.”

National Prevalence of Trauma Exposure in Childhood

Exposure Type	Age 6-9	Age 14-17
Physical Assault	49%	40%
Sexual Victimization	2%	16%
Abuse/Neglect	12%	20%
Witness Violence	12%	43%

- **71% of all youth by age 17¹**
- **Most trauma exposure is never reported**



¹Finkelhor et al. (2013)

Behavioral Health Conditions

- Up to **1 in 5 youth (20%)** experience signs and symptoms of behavioral health concerns that would benefit from treatment
- Up to **1 in 10 (10%)** exhibit serious emotional/behavioral disturbance

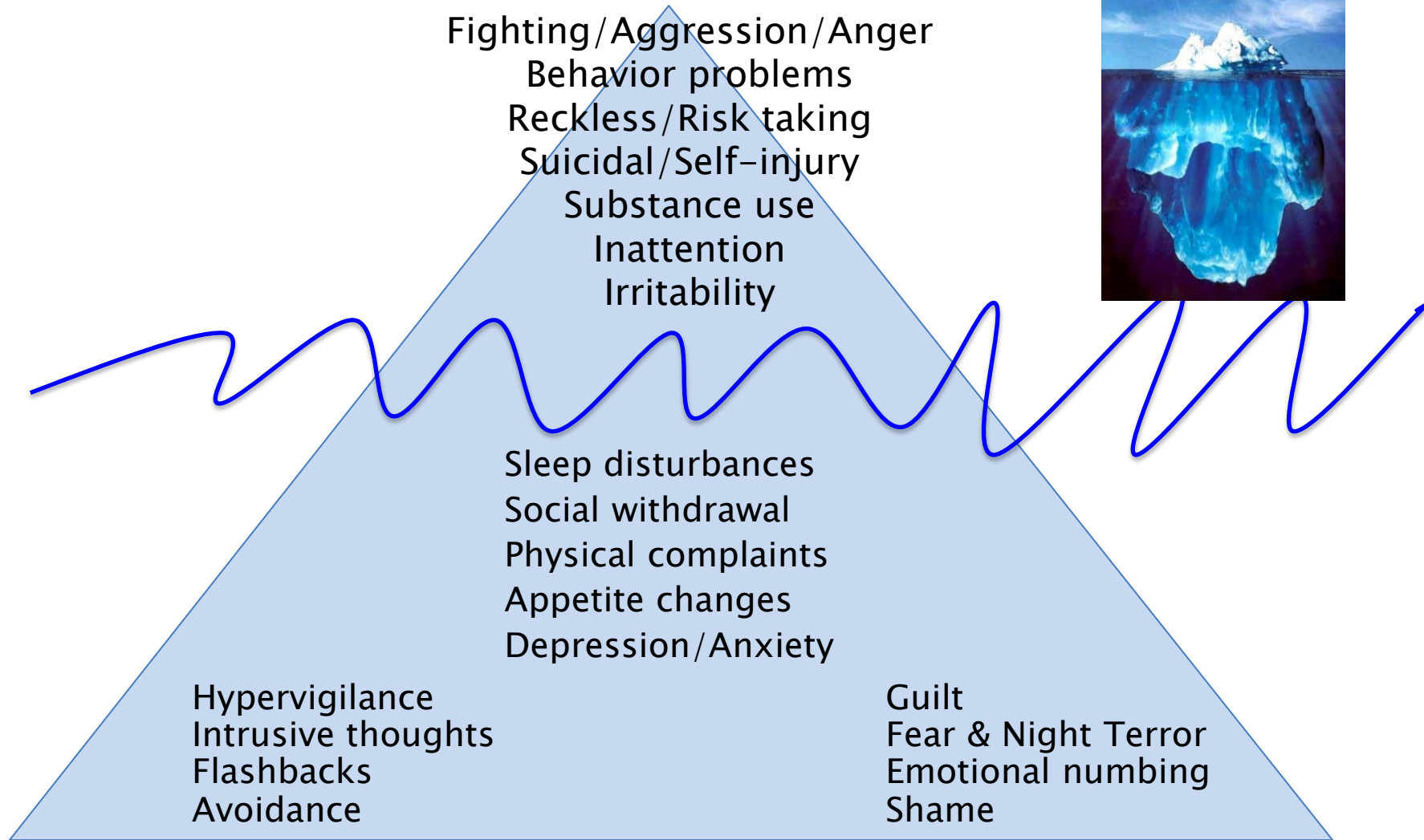
COMMON MENTAL HEALTH CONDITIONS

- Anxiety
- Depression
- Attention Deficit Hyperactivity Disorder (ADHD)
- Oppositional Defiant Disorder
- Conduct Disorder
- Post-Traumatic Stress Disorder
- Obsessive Compulsive Disorder
- Bipolar Disorder
- Autism
- Schizophrenia

MENTAL HEALTH CONDITIONS CAN IMPACT:

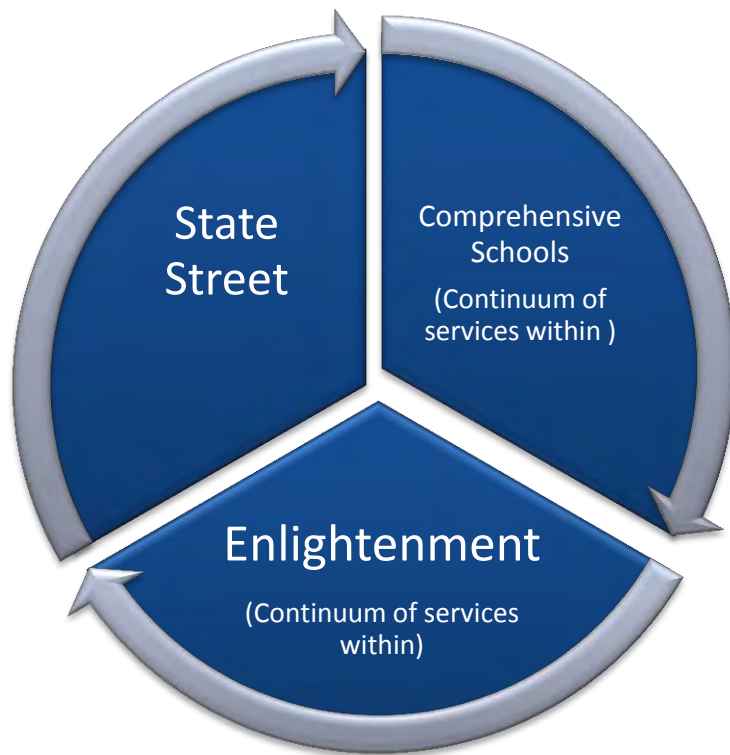
- Behavior
- Emotions/Mood
- Cognition/Thinking
- Physical (sleep, appetite, illness, disease)

Traumatic Stress Reactions



FAPE

Free and
Appropriate
Public



Enlightenment

Alternative Education Program

Full continuum of service for students from Regular Education to some level of Special education Support Grade 6 through 12

State Street

Special Education Program

All students have a primary disability under IDEA.

All students have IEP's for 32.5 hours

Students Pre-K through 12th grade

2008 Enlightenment School Property Prior to Renovations

Enlightenment Housed - 8 State Street classrooms

- 2 Elementary -Portables
- 3 Middle School classes Excel Side (upper floor)
- 3 High School classes Excel Side (lower floor)

Excel class 2 classes (lower level)

Off Site Programs (Excel 1,2 and 3)

CJR – 2 classes (Excel 1 – Expulsion)

Waterbury Youth – 1 class (Excel 2- re-entry criminal justice)

Youth Shelter/ Juvenile Court – 1 class (Excel 3 – Truancy
Habitual/Severe)

2011 Enlightenment School Property After Renovations

- 2 Elementary Portables Removed
- 3 Middle School classrooms Excel Side
- 3 High School classrooms Excel Side

Off Site Programs Brought Back **(Excel 1a b c d, 2 and 3)**

CJR – 2 classes (Excel 1 – Expulsion)

Waterbury Youth – 1 class (Excel 2- re-entry criminal justice)

Youth Shelter – 1 class (Excel 3 – Truancy Habitual/Severe)

- 2-3 Excel Classrooms in Enlightenment

State Street Program

- Currently, State Street Program has approximately 70 students enrolled. The population is very transient due to hospitalizations, emergency homebound services, and remands to the Juvenile Detention Centers/incarceration. To date, there are at least 8 students falling into these categories.

School Year	Students Serviced throughout the year	Overall Attendance Percentage
2011-2012	109	79%
2012-2013	114	76%
2013-2014	108	76%
2014-2015	99	76%
2015-2016	90	79%
2016-2017	90 (to date)	80%

Enlightenment Program

School Year	Students Serviced throughout the year	Overall Attendance Percentage
2011-2012	273	73%
2012-2013	294	69%
2013-2014	286	69%
2014-2015	273	69%
2015-2016	224	69%
2016-2017	222 (to date)	

Enrollment Trends

	State Street avg. daily enroll	State Street %	Enlightenment avg. daily enroll	Enlightenment %
2011-2012	70	79%	193	73%
2012-2013	77	76%	195	69%
2013-2014	77	76%	195	69%
2014-2015	72	76%	177	69%
2015-2016	59	79%	151	69%
2016-2017	72		182	

Cost to Out-Place 2017 Cohort

Grade	Current Enrollment	\$54,648 Annually per RESC Contract	\$310 per bus per day 7 busses Annually	Annual Cost Per 2017 Contract
3 rd grade	5 students	\$ 273,240.00		
4 th grade	3 students	\$ 163,944.00		
5 th grade	5 students	\$ 273,240.00		
6 th grade	6 students	\$ 327,888.00		
7 th grade	5 students	\$ 273,240.00		
8 th grade	13 students	\$ 710,424.00		
9 th grade	6 students	\$ 327,888.00		
10 th grade	8 students	\$ 437,184.00		
11 th grade	12 students	\$ 655,776.00		
12 th grade	13 students	\$ 710,424.00		
Total:	76 students	\$ 4,153,248.00	\$ 394,940.00	\$4,548,188.00

District Profile and Performance Report 2014-2015

	District Enrollment	Students w Disabilities placed Outside the District **	Spec. Ed Tuition	Spec. Ed Transportation
Bridgeport	21,244	15.5% (493)	\$18,687,833.	\$9,277,329.
Hartford	21,952	29.6% (1053)	\$44,728,070.	\$15,392,679.
New Haven	21,712	14.7% (389)	\$16,735,467.	\$6,932,325.
Waterbury	18,878	6.5% (211)	\$6,016,327.	\$4,933,266.

**Students w/ Disabilities placed outside the district include those students who are fostered-out to Public School in the towns they are residing in, as well as those students placed in facilities by a 3rd party (i.e. DCF).

Current Operational Cost

	15-16	16-17
	Expenditures	YTD
Rent (\$13,940.27/month)	\$167,283.24	\$83,641.62
Electricity	\$10,210.94	\$8,232.83
Gas	\$17,880.94	\$9,612.62
Water	\$925.89	\$489.13
Phone/Security	\$0.00	\$1,900.95
Elevator	\$0.00	\$325.00
	\$196,301.01	\$104,202.15
<i>*15-16 75% Utilities</i>		
<i>*16-17 100% Utilities</i>	Salaries – \$1,581,170.19	

Search Options

Section of a Building

- Section of a building: Utilizing classrooms in an established school. An example of this would be a wing of a comprehensive school. It does not offer a full continuum of services and currently there are no buildings that have multiple rooms to accommodate the programming.

Old School back On-line

- Utilizing an Old school currently unoccupied: The cost to reopen and bring back on-line a facility is exorbitant.

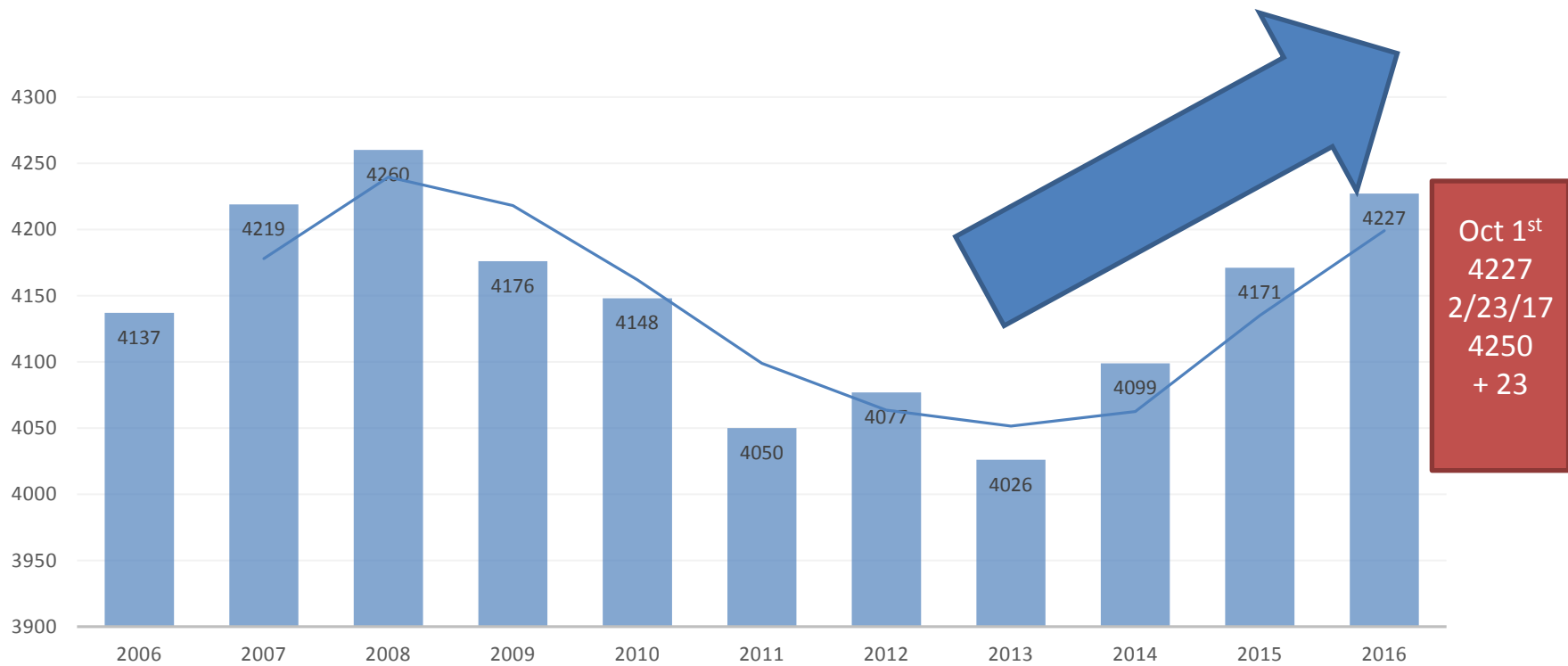
Industrial Building

- Industrial building: The cost of bringing an infrastructure online would be financially exorbitant.

58 Griggs Street Location

- The current location is established and on-line.
- The facility can continue to accommodate in district needs for students with primary disabilities, in grades k-12 who have IEP's requiring full day support.
- Collaboration with community resources and providers allows for the support in the areas of social/emotional and physical/recreational programming.
- American with Disabilities -accessible – elevator
- Access to the gymnasium, fields/courts, gardens and van to support social and emotional growth.

Waterbury Public Schools 10 Year Middle School Enrollment 2006-2016



School Utilization-

Milone MacBroom Report

Can State Street be accommodated in the Existing Middle Schools?

	# of Classrooms	# of Teachers	Current Enrollment	Functional Capacity	% Utilized
Wallace	85	98	1201	1049	114.49%
West Side	90	97	1013	1099	92.17%
North End	80	96	992	916	108.30%
Function Capacity is based on Classroom Size					
Room Size	600 sq. ft. Room	800 sq. ft. Room	1000 sq. ft. Room		
Max # of Students	17	22	28		

Middle Schools do not have adequate capacity to accommodate State Street Program requirements

State St Services Grades K-12

Space will also be needed for Support Services: Social Workers, Behavior Techs, PPT Rooms, Computer Lab and In School Suspension Room

Middle School Enrollment Analysis

Gilmartin
Duggan
Reed
Carrington

2016-2017		
6	7	8
44	56	53
50	49	39
56	47	36
55	56	52
205	208	180

2007-2008		
6	7	8

Population Difference		
6	7	8
44	56	53
50	49	39
56	47	36
55	56	52
205	208	180

Wallace
West Side
North End
WAMS

383	408	410
334	351	331
343	315	334
115	113	113
1175	1187	1188

474	453	415
399	397	402
428	423	406
104	104	105
1405	1377	1328

-91	-45	-5
-65	-46	-71
-85	-108	-72
11	9	8
-230	-190	-140

Wallace
West Side
North End

Difference by Grade		
6	7	8
-30.33	-15.00	-1.67
-21.67	-15.33	-23.67
-28.33	-36.00	-24.00

Average per
House
-15.67
-20.22
-29.44

Class Size Reduction by Grade		
6	7	8
-2.02	-1.00	-0.11
-1.44	-1.02	-1.58
-1.89	-2.40	-1.60

Average by Class
-1.04
-1.35
-1.96

** 3 Houses per School

** 15 Classes per House

Close Middle School “House”

- Redistrict Traditional Middle Schools
- New Bus Routes and Added Bussing Cost
 - 7 busses needed for 300 students (51K per Bus= \$ 356,720.00 per year)
- Carve out a new school district
 - Maintain balanced grade levels
 - Impact on High Schools
- Impact on Families
- Impact on Teachers
 - Reassign 33 teachers
 - Rebalance Unified Arts Classes
- Building are currently over utilized- Milone McBroom Report

REQUEST FOR REVIEW OF FINAL PLANS

DISTRICT NAME: Waterbury	FACILITY NAME AND ADDRESS: West Side Middle School 483 Chase Parkway, Waterbury CT 06708	STATE PROJECT NUMBER: 151-0291 RR PHASE NUMBER: 1 of 1
-----------------------------	--	---

Estimated date to begin construction* 6/12/2017 Estimated date to complete construction 8/21/2017

* Please note that construction must begin within 2 years of grant commitment date to maintain grant eligibility.

Certification of Approval dates:

	Final Plans & Prof. Costs estimate	Site Approval (if applicable)
Local Board of Education	<u> / / </u>	<u> / / </u>
School Building Committee	<u> / / </u>	<u> / / </u>

We hereby certify that these final plans and project manual(s) as prepared for bidding and dated 10/27/16 and the professional cost estimate (complete in accordance with Level 3 of the American Society for Testing and Materials (ASTM) Standard #E1557, Classification of Building Elements and Related Sitework-UNIFORMAT II) for this project, dated 2/10/2017, have been reviewed and approved for this site on the dates shown above.

For the Town or Regional Board of Education:

<u>Elizabeth Brown</u>	_____	_____**
Chairperson's Name (Type or print)	Signature	Date

For the School Building Committee:

<u>Ann Sweeney</u>	_____	_____**
Chairperson's Name (Type or print)	Signature	Date

** Signature dates cannot precede the date on the submitted plans.

Project Architect/Engineer Firm:

<u>Silver / Petrucelli + Associates</u>	<u>203-230-9007</u>
Firm Name (Type or print)	Telephone

We hereby request a review of the final plans, project manual, Ineligible and Limited Eligible Costs Worksheet and professional cost estimate as cited above. (Attach copies of all the above referenced documents.)

<u>Dr. Kathleen M. Ouellette</u>	_____	_____
Superintendent's Name (Type or print)	Signature	Date

NOTE: NO PHASE OF THIS SCHOOL CONSTRUCTION PROJECT AND NO PURCHASE ORDER OVER \$10,000 SHALL GO OUT TO BID UNTIL YOU HAVE RECEIVED WRITTEN NOTIFICATION FROM THE STATE DEPARTMENT OF EDUCATION THAT IT HAS APPROVED YOUR FINAL PLANS AND PROJECT MANUAL.

State Project No. 151-0291 RR

Name of Contact Person <u>Robert Brenker</u>	Telephone <u>203-597-3433</u>	Date
---	----------------------------------	------

Certifications of Local Approval:

I certify that I have local jurisdiction over the State Building Code and that the plans and project manual dated 9/28/16 for the above referenced project comply with all applicable building codes.

E. Gil GravelineE. Gil Graveline1/30/17

Local Building Official's Name

Signature

Date

I certify that I have local jurisdiction over the State Fire Safety Code and that the plans and project manual dated 9/28/16 for the above referenced project comply with all applicable fire codes.

Terry BallouTerry Ballou02-06-2017

Local Fire Marshal's Name

Signature

Date

I certify that I have local jurisdiction over the State Health Code and that the plans and project manual dated 9/28/16 for the above referenced project comply with all applicable health codes.

Richard LeeDavid V. Lanese

Local Health Official's Name

David V. Lanese

Signature

2/02/17

Date

I certify that I have local jurisdiction over Section 504 of the Rehabilitation Act of 1973 including the Uniform Federal Accessibility Standards (UFAS) and the 504 Regulations. I further certify that the plans and project manual dated 9/28/16 for the above referenced project comply with all applicable accessibility codes.

Robert BrenkerRobert Brenker2/15/2017

Local Federal 504 Official's Name

Signature

Date

NOTES: IF ANY REQUIRED CERTIFICATION CANNOT BE OBTAINED LOCALLY, PLANS AND PROJECT MANUAL MUST BE REVIEWED AND APPROVED IN THEIR ENTIRETY BY THE STATE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF SCHOOL CONSTRUCTION GRANTS.

A COPY OF THE APPROVED PLANS AND PROJECT MANUAL MUST BE KEPT ON FILE AT THE LOCAL BOARD OF EDUCATION UNTIL FINAL GRANT PAYMENT HAS BEEN MADE ON THIS PROJECT.

#9

REQUEST FOR FIELD TRIP

ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET

☒ OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP

☐ IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP

This request must be approved prior to collecting or committing any funds such as down payments or making definite arrangements.

Date Submitted: 2/2/17 Name of Travel Agency (if applicable): _____

1) Requested by: <u>Joseph Brady</u>	<u>WAMS</u>	<u>H.S. Mathematics</u>
Name of Staff Member	School	Grade level/Subject

2) How many students? 30

3) Name of destination: Liberty Science Center

4) City/State of destination: Jersey City, NJ

5) Departure: <u>Friday</u>	<u>3/17/17</u>	<u>5:00 AM</u>
Day	Date	Time

6) Return: <u>Friday</u>	<u>3/17/17</u>	<u>6:00 PM</u>
Day	Date	Time

7) Is school in session during this field trip? Yes

8) What unit in the curriculum does this field trip support?

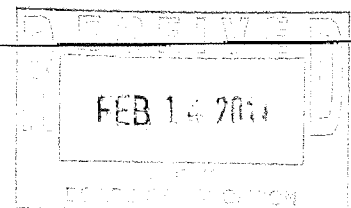
Mathematical Modeling
Functions and Their Graphs

9) What are the Common Core State Standards this field trip supports?

CCSS.MATH.PRACTICE.MP1 Make sense of problems and persevere in solving them.
CCSS.MATH.PRACTICE.MP4 Model with mathematics.

10) What are the guiding questions from the curriculum this field trip will answer?

How can mathematical models be used to predict future values?



11) What expected performances will be taught by this field trip?

Make connections between math, science, and technology.
Model and interpret data.

12) How will you assess the learning that results from this field trip?

Students will write a reflection on their experiences. Students will create scatter plots of data related to information from the Liberty Science Center. Students will find mathematical models that best fit the data and use the models to predict future values.

13) Explain what educational value this field trip offers the students:

Students will explore exhibits that connect math, science, and technology. Students will view a live surgery and have the opportunity to ask questions regarding the procedure. Students will connect research done prior to the trip with information and exhibits explored on the trip.

14) Transportation: Type/name of Approved PUC Carrier

Land/Jet Inc.

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Joseph Brady	203-573-6300	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Joseph Brady, Meaghan Macary

Aides(s) as chaperones:

Parent(s) as chaperones: Dennis Brady

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Student Contributions

18) What is the approximate cost per pupil for this trip?

\$83

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost all chaperones?


\$0

21) How many substitutes are necessary? (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
1. Joseph Brady	H.S. Mathematics	4.	
2. Meaghan Macary	H.S. Mathematics	5.	
3.		6.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

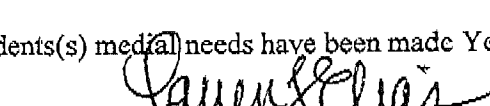

Signature of School Nurse

2/2/17
Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medical needs have been made Yes ☒ No ☐

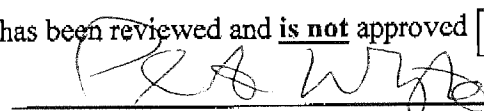

Signature of School Principal

2-3-17
Date

CENTRAL OFFICE RESPONSE


24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐


Signature of Superintendent/Designee/ILD

2-8-17
Date

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____



2-8-17
Date

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

Name _____

Date _____

Liberty Science Center Assessment

1. Write a reflection regarding your experience at the Liberty Science Center.

Examples of questions you might answer in your reflection.

What did you learn?

What was your favorite exhibit? Why?

What did you like/dislike about the Live Surgery? Explain.

What was your least favorite exhibit?

How would you make the field trip better?

2. The chart below gives death per 100,000 people for years 1900 to 2010 in the U.S.

Source: National, Heart, Lung, and Blood Institute

<https://www.nhlbi.nih.gov/about/documents/factbook/2012/chapter4data#gr7>

Citing: Vital Statistics of the United States, NCHS.

Year	CVD	Heart Disease	CHD	Stroke
1900	264.3	137.4		106.9
1910	287.2	158.9		95.8
1920	282.5	159.6		93
1930	327.8	214.2		89
1940	406.6	292.5		90.9
1950	494.4	356.8	262.8	104
1960	515.1	369	304.7	108
1970	504.2	362	328.1	101.9
1980	438.5	336	280.5	75.1
1990	370	289.5	224.3	57.9
2000	342.1	258.2	187.2	60.9
2010	254.1	193.6	122.9	44.9

A. Use the data above to create the following scatter plots. Then, find the best function to model each set of data.

i) Year vs. CVD (Cardiovascular Disease)

ii) Year vs. Heart Disease

iii) Year vs. Stroke

iv) Heart Disease vs. Stroke

B. Questions for each graph:

i) What does the data set and graph represent?

ii) Describe the data/graph?

iii) Use the model to predict the number of deaths in the United States in the year 2020. (Use 325 million for an estimated population of the United States.)

REQUEST FOR FIELD TRIP

#10

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- ☒ **OUT OF STATE - MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**
☐ **IN STATE - MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

***This request must be approved prior to collecting or committing any funds such
as down payments or making definite arrangements.***

Date Submitted: 2/3/2017 Name of Travel Agency (if applicable): _____

1) Requested by: Elizabeth DaSilva WAMS H.S. Science
 Name of Staff Member School Grade level/Subject

2) How many students? 20

3) Name of destination: Liberty Science Center

4) City/State of destination: Jersey City, NJ

5) Departure: Friday 3/17/17 5:00 AM
 Day Date Time

6) Return: Friday 3/17/17 6:00 PM
 Day Date Time

7) Is school in session during this field trip? Yes

8) What unit in the curriculum does this field trip support?

Forensics, Energy Transformations, Genetics

9) What are the Common Core State Standards this field trip supports?

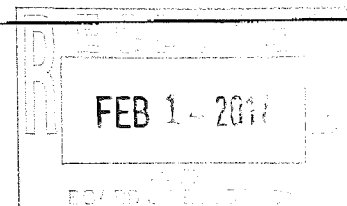
Structure and Function: HS-LS1-1, HS-LS1-2

Inheritance and Variation of Traits: HS-LS3-1 Matter and Its Interactions: HS-PS1-2

Engineering Design: HS-ETS1-1, HS-ETS1-2

10) What are the guiding questions from the curriculum this field trip will answer?

How is evidence collected through real forensic techniques, such as blood spatter, entomology, poisons and toxins?
 How can these techniques be used to investigate a crime scene and solve a crime?



11) What expected performances will be taught by this field trip?

Make connections between math, science, and technology.
Collect, interpret and apply laboratory data to investigate and solve a crime.

12) How will you assess the learning that results from this field trip?

Students will write a reflection on their experiences. Students will research forensic science as a career and the educational requirements of this career field.

13) Explain what educational value this field trip offers the students:

Students will explore exhibits that connect math, science, and technology. Students will view a live surgery and have the opportunity to ask questions regarding the procedure. Students will connect research done prior to the trip with information and exhibits explored on the trip.

14) Transportation: Type/name of Approved PUC Carrier

Land/Jet Inc.

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Elizabeth DaSilva	203-217-0604	4	
2. Andrew Reinold	732-266-0935	5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Elizabeth DaSilva, Andrew Reinold

Aides(s) as chaperones:

Parent(s) as chaperones:

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Student Contributions

18) What is the approximate cost per pupil for this trip?

\$85

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost all chaperones?

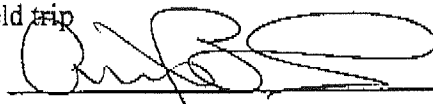
\$0

21) How many substitutes are necessary? 2 (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
1. Elizabeth DaSilva	H.S. Science	4.	
2. Andrew Reinold	H.S. Science	5.	
3.		6.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐



Signature of School Nurse

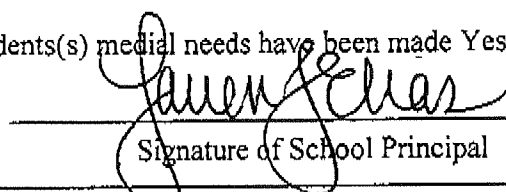
2/6/17

Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medical needs have been made Yes ☒ No ☐



Signature of School Principal

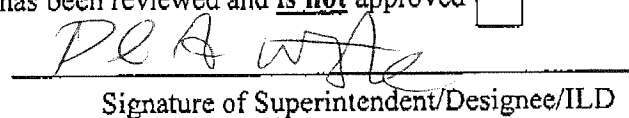
2-6-17

Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐



Signature of Superintendent/Designee/ILD

2-8-17

Date

2-8-17

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

Name _____

Date _____

Liberty Science Center Assessment

1. Write a reflection regarding your experience at the Liberty Science Center.

Examples of questions you might answer in your reflection.

What did you learn?

What was your favorite exhibit? Why?

What did you like/dislike about the Live Surgery? Explain.

What was your least favorite exhibit?

How would you make the field trip better?

2. The chart below gives death per 100,000 people for years 1900 to 2010 in the U.S..

Source: National, Heart, Lung, and Blood Institute

<https://www.nhlbi.nih.gov/about/documents/factbook/2012/chapter4data#gr7>

Citing: Vital Statistics of the United States, NCHS.

Year	CVD	Heart Disease	CHD	Stroke
1900	264.3	137.4		106.9
1910	287.2	158.9		95.8
1920	282.5	159.6		93
1930	327.8	214.2		89
1940	406.6	292.5		90.9
1950	494.4	356.8	262.8	104
1960	515.1	369	304.7	108
1970	504.2	362	328.1	101.9
1980	438.5	336	280.5	75.1
1990	370	289.5	224.3	57.9
2000	342.1	258.2	187.2	60.9
2010	254.1	193.6	122.9	44.9

A. Use the data above to create the following scatter plots. Then, find the best function to model each set of data.

i) Year vs. CVD (Cardiovascular Disease)

ii) Year vs. Heart Disease

iii) Year vs. Stroke

iv) Heart Disease vs. Stroke

B. Questions for each graph:

i) What does the data set and graph represent?

ii) Describe the data/graph?

iii) Use the model to predict the number of deaths in the United States in the year 2020. (Use 325 million for an estimated population of the United States.)

REQUEST FOR FIELD TRIP

**ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

- ☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**
☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

***This request must be approved prior to collecting or committing any funds such
as down payments or making definite arrangements.***

Date Submitted: January 13, 2017 Name of Travel Agency (if applicable): N/A

1) Requested by: Deborah Benjamin Waterbury Arts Magnet HS Business
 Name of Staff Member School Grade level/Subject

2) How many students? 36

3) Name of destination: Federal Reserve Bank of New York – Museum and Gold Vault Tour, Museum of
American Finance Tour, Group Dinner at Dave and Busters

4) City/State of destination: New York, New York

5) Departure: Tuesday 4/4/2017 6:45 am
 Day Date Time

6) Return: Tuesday 11/12/13 9:30 pm
 Day Date Time

7) Is school in session during this field trip? Yes

8) What unit in the curriculum does this field trip support?

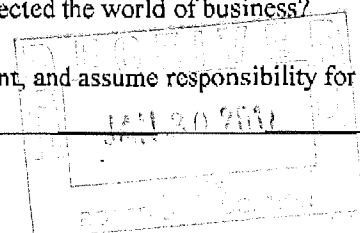
Personal Finance and Accounting -
How banking and finance impacts the economy and their daily lives

9) What are the Common Core State Standards this field trip supports?

CCSS.ELA-Literacy.RST.11-12.9 Synthesize information from a range of sources (e.g., texts, experiments, simulations) into a coherent understanding of a process, phenomenon, or concept, resolving conflicting information when possible
Students will be able to synthesize textbook lessons and class discussions with information gained from these tours,

10) What are the guiding questions from the curriculum this field trip will answer?

- How do government and banking regulations affect the economy?
- How has our economy changed over the last 100 years and how has it affected the world of business?
- How do our interactions with other economies affect America?
- What can we do as individuals to learn from the past, engage in the present, and assume responsibility for the future?



11) What expected performances will be taught by this field trip?

Students will be able to expand their knowledge of historical/financial events which has led to the development of our nation and current government practices in a free enterprise system, and how these events have changed America.

12) How will you assess the learning that results from this field trip?

Students will complete a reflection paper with directed questions upon their return. Questions will be relative to main idea and expressing opinions.

13) Explain what educational value this field trip offers the students:

Students can experience firsthand all the concepts they are studying in class and can actually visualize real world examples. It will give them a clearer frame of reference to build future business concepts upon.

14) Transportation: Type/name of Approved PUC Carrier

Land Jet Coach Bus

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Deborah Benjamin	(203) 573-6300	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Deborah Benjamin,

Aides(s) as chaperones:

Parent(s) as chaperones: K. Benjamin, Mrs. Small, Mr. Rivard

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Partially paid by fundraising through the school store

18) What is the approximate cost per pupil for this trip?

\$55 includes lunch and dinner

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

All Personal Finance and Accounting Students are eligible

20) What is the approximate cost all chaperones?


\$30 (dinner)

21) How many substitutes are necessary? (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
1. Benjamin	HS Business	4.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

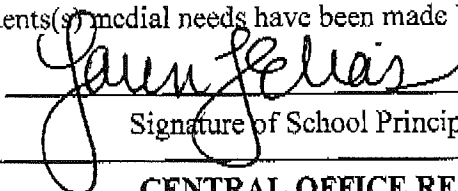

Signature of School Nurse

1/13/17
Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medical needs have been made Yes ☒ No ☐


Signature of School Principal

1-13-17
Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐


Signature of Superintendent/Designee/ILD

1-13-17
Date

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

New York City Field Trip – April 2017
Accounting and Personal Finance Students
Reflection Paper

I hope you enjoyed the field trip to New York. I found it to be very informative and interesting! As discussed, you will now complete the required reflection paper which is worth a test grade. Be sure to discuss each of the topics below as you reflect upon the trip:

- **Describe** at least three interesting things you learned or observed at The Museum of Finance tour and presentation.
- **Describe** at least three interesting things you learned or observed at The Federal Reserve Bank tour and presentation.

Answer the following questions:

- **Why are the words “bull” and “bear” used to describe financial markets?**
- **Where did “Wall St.” get its name?**
- **Describe the security protecting the gold vault at the FRB.**

Summarize:

How does being financially savvy help you gain a competitive advantage in the work place and in life? What did you learn from the field trip that might impact future decisions?

REQUEST FOR FIELD TRIP

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SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**

☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

This request must be approved prior to collecting or committing any funds such as down payments or making definite arrangements.

Date Submitted: January 23, 2017 Name of Travel Agency (if applicable): N/A

1) Requested by: Deborah Benjamin Waterbury Arts Magnet 9 – 12 Business
Name of Staff Member School Grade level/Subject

2) How many students? 50

3) Name of destination: Stage Door Tour and Career Educational Tour at Radio City Music Hall, Madison Square Garden All Access and Career Educational Tour, Shopping, and Group Dinner (restaurant TBD)

4) City/State of destination: New York, New York

5) Departure: Tuesday 5/23/17 6:45 am
Day Date Time

6) Return: Tuesday 5/23/17 9:45 pm
Day Date Time

7) Is school in session during this field trip? Yes

8) What unit in the curriculum does this field trip support?

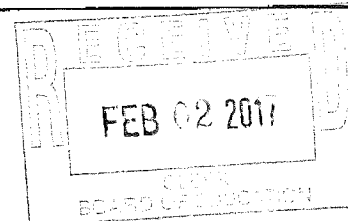
Business Career Education -

The students will gain insight on what it takes to run these large entertainment venues, and understand some of the benefits of free enterprise, capitalism and the American economy.

9) What are the Common Core State Standards this field trip supports?

CCSS.ELA-Literacy.RST.11-12.9 Synthesize information from a range of sources (e.g., texts, experiments, simulations) into a coherent understanding of a process, phenomenon, or concept, resolving conflicting information when possible

Students will be able to synthesize classroom and textbook knowledge with the tours/presentations within the field trip to better understand operating a business.



10) What are the guiding questions from the curriculum this field trip will answer?

- What are some potential career paths within both business and the arts?
- What skills are necessary to run a business?
- How important is marketing to the success of a business?

11) What expected performances will be taught by this field trip?

Students will be able to go behind the scenes and get an insider look at both Radio City and Madison Square Garden. They will be able to talk working professionals and ask questions about their experiences and day to day duties. Since our students work on stage and behind the scenes to produce shows here at WAMS, they can compare and contrast their experiences with those in these large NY venues. Some students may even find a potential career path during the trip.

12) How will you assess the learning that results from this field trip?

Students will complete a reflection paper with directed questions upon their return. Questions will be relative to comparing and contrasting and expressing opinions.

13) Explain what educational value this field trip offers the students:

Students can experience firsthand all the concepts they are studying in class and can actually visualize real world examples. It will give them a clearer frame of reference to build future business concepts upon, and a larger scale view of what we do here at WAMS.

14) Transportation: Type/name of Approved PUC Carrier

Land Jet Coach Bus

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Deborah Benjamin	(203) 573-6300	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Deborah Benjamin, Patricia Theriault

Aides(s) as chaperones:

Parent(s) as chaperones: Mrs. Smith, Mrs. Lopes, Mr. Hamel

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Student Contributions
School Store fundraising

18) What is the approximate cost per pupil for this trip?

\$85 (includes dinner)

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost for all chaperones?

\$31 (Dinner)

21) How many substitutes are necessary? (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
1. Benjamin	Business 9 - 12	4.	
2. Theriault	Science 8	5.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

Signature of School Nurse

Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medical needs have been made Yes ☒ No ☐

Signature of School Principal

Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐

Signature of Superintendent/Designee/ILD

Date

New York City Field Trip – May 2017
Marketing and Entrepreneurship Classes
Reflection Paper

I hope you enjoyed the field trip to New York. I found it to be very informative and interesting! As discussed, you will now complete the required reflection paper which is worth a test grade, which is due May 30, 2017. Be sure to discuss each of the topics below as you reflect upon the trip:

- How is running a show at Radio City Music Hall like running a show in the Apron Stage or the Palace, and how are they different? We know the size is much different, so focus on other aspects (equipment, technology, etc.)
- How is running a sporting event or concert at Madison Square Garden Hall like running a production in the Recital Hall or the Palace, and how are they different? Focus on items other than size.
- We study marketing in both classes, focusing on how good businesses handle marketing. What marketing tips and strategies did the professionals at both of these venues offer that you thought were worthwhile?
- You attend an arts magnet high school, and you heard about career paths in these venues. Discuss and describe one of the career paths you found interesting and explain why it piqued your interest.
- We learned a lot of interesting facts about each venue. Discuss five things that surprised you the most and why.
- Please provide your overall impression of the trip with suggestions for future field trips.

REQUEST FOR FIELD TRIP

Revised 07/17/13

**ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

- ☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**
☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

***This request must be approved prior to collecting or committing any funds such
as down payments or making definite arrangements.***

Date Submitted: January 26, 2017Name of Travel Agency (if applicable): NA

1) Requested by: <u>M.VAGNINI</u>	<u>WAMS</u>	<u>MUSIC 9-12</u>
Name of Staff Member	School	Grade level/Subject

2) How many students? 803) Name of destination: Chinatown/Special Performance at the Bowery Mission/Steven Sondheim Theater, 124 W. 43rd st, NYC4) City/State of destination: NEW YORK, NY5) Departure: Wednesday April 19th, 2017 6:45 a.m.

TBA

Day

Date

Time

6) Return Wednesday April 19, 2017 8:30 p.m.

Day

Date

Time

7) Is school in session during this field trip? YES –it is a half day

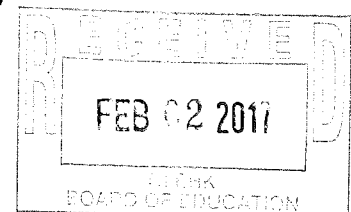
8) What unit in the curriculum does this field trip support?

THIS SUPPORTS THE MUSIC CURRICULUM AND THE PERFORMANCE STANDARDS SET.

9) What are the Common Core State Standards this field trip supports?

THIS SUPPORTS CONTENT STANDARDS #1-SING ENSEMBLE MUSIC FOR UP TO 4 PARTS, WITH OR WITHOUT ACCOMPANIMENT; AND DEVELOPING ENSEMBLE SKILLS, AS WELL AS PERFORMANCE IN A PUBLIC SETTING AS A PERFORMANCE FOR THE HOMELESS.

10) What are the guiding questions from the curriculum this field trip will answer?



HOW WILL THE STUDENTS SING UNDER THE PRESSURE OF A PUBLIC PERFORMANCE? CAN THE STUDENTS ACCURATELY SING THE MUSIC THEY HAVE STUDIED? HOW WILL THEY FUNCTION AND WORK TOGETHER AS AN ENSEMBLE?

11) What expected performances will be taught by this field trip?

THE STUDENTS WILL RISE TO THE OCCASION, AS THEY ALWAYS HAVE, OF SINGING WITH EXCELLENCE AND FULL KNOWLEDGE OF THE MUSIC THEY HAVE PREPARED AND FROM MEMORY. They will also get to see a professional musical on Broadway, which will broaden their scope of knowledge on performance practices.

12) How will you assess the learning that results from this field trip?

THE STUDENTS WILL COMPOSE A BRIEF RESPONSE ESSAY AFTER RETURNING FROM THIS TRIP.

13) Explain what educational value this field trip offers the students:

THE STUDENTS WILL GAIN MUCH KNOWLEDGE THROUGH EXPERIENCE- WORKING TOGETHER TO ACHIEVE MUSICAL EXCELLENCE IN A VERY HIGH PROFILE SETTING SUCH AS St. John the Divine Church, as well as attending a Broadway production.

14) Transportation: Type/name of Approved PUC Carrier

Peak Performance tours will provide the bus, which is included in the student fees.

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. M.VAGNINI	203-518-1818	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: J. Jacovino (accompanist)

Aides(s) as chaperones: R. Jacovino

Parent(s) as chaperones: A. Yargeau, T. Dadamo, L. Fedrick, B. Marangio, N. Hutchinson

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

CONCERTS, STUDENT ACTIVITY FUNDS, AND INDIVIDUAL STUDENT FUNDING.

18) What is the approximate cost per pupil for this trip?

APPROX. \$162.-189. per STUDENT, depending on the number of students who attend.

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost all chaperones?

0

21) How many substitutes are necessary? (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
1.M.VAGNINI	MUSIC 9-12	4.	
2.M. Case	Music 9-12	5.	
3.J. Jacovino	School accompanist	6.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

Signature of School Nurse

Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medical needs have been made Yes ☒ No ☐

Signature of School Principal

Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐

Signature of Superintendent/Designee/ILD

Date

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date



Bob Rogers Travel

Making Moments That Matter

WATERBURY ARTS MAGNET SCHOOL CHOIR
MARIANNA VAGNINI DADAMO, DIRECTOR
DESTINATION: NEW YORK CITY, NY
DATES: APRIL 19, 2017

SUMMARY OF INCLUSIONS

- **Personal SERVICE and ATTENTION**
- Two (2) Deluxe 55 passenger, DVD and restroom equipped motor coaches
- **Gratuities** for your motor coach driver
- Group lunch at Pings
- Admission to **Beautiful: The Carole King Musical** (based on \$50 seats)
- Performance at **The Bowery Mission**
- **Assistance** with all **PERFORMANCES**
- One (1) **COMPLIMENTARY** Director package
- All taxes, service charges, and gratuities for restaurant and hotel facilities
- Bob Rogers Travel Tour Manual
- Insurance Coverage as Recommended by Student Youth Travel Association
- \$200,000 Consumer Protection Plan
- **Company Tour Director** - On-site trip coordinator who manages all trip details at your destination

NON-INCLUSIONS / OPTIONS

- Meals stated as student cost
- **BRT Drawstring bag** for every participant
- **Bob Rogers Travel Individual Payment System**
- **Group Travel Video Souvenir Package** - A great keepsake of a fabulous trip! Take pictures throughout your trip and upload or share them via Group Travel Video's mobile app. After your trip a souvenir video will be created, and each traveler will receive a DVD copy.

ESTIMATED TOUR PACKAGE COSTS:

85-89 Travelers:	\$164.00/person
80-84 Travelers:	\$168.00/person
75-79 Travelers:	\$172.00/person
70-74 Travelers:	\$176.00/person
65-69 Travelers:	\$182.00/person

January 26, 2017 - DH

Proposal Valid for 30 days



3440 Lacrosse Lane
Naperville, IL 60564

Toll Free: 800 573-1423
Tel: 630-321 4349
bobrogerstravel.com



Bob Rogers Travel

Making Moments That Matter

WATERBURY ARTS MAGNET SCHOOL CHOIR
 MARIANNA VAGNINI DADAMO, DIRECTOR
 DESTINATION: NEW YORK CITY, NY
 DATES: APRIL 19, 2017

SUGGESTED ITINERARY AS OF JANUARY 26, 2017

WEDNESDAY, APRIL 19

- | | | |
|-------|----|--|
| 6:45 | AM | Two (2) 55-PAX Kelly Transit motor coaches arrive at Waterbury Arts Magnet School ;
begin loading 16 South Elm Street Waterbury, CT 06706 |
| 7:45 | AM | Depart for New York City
(98 miles, 2.5 hours to account for traffic) |
| 10:15 | AM | Arrive in Chinatown at Ping's Restaurant
*Meet your professional BRT Tour Director here |
| 10:30 | AM | Enjoy a group lunch at Ping's
Menu to include: Crispy spring rolls, pan fried pork dumplings, sliced beef in garlic sauce,
peking style pork chops, general tso chicken, sautéed mixed vegetables, sweet and sour
chicken, vegetable lo mein, yeung chow fried rice, fortune cookies and drinks. |
| 11:30 | AM | Depart for the Bowery Mission |
| 11:45 | AM | Arrive and prepare for your performance |
| 12:00 | PM | A Special Performance by the Waterbury High school Choir at
the Bowery Mission |
| 12:45 | PM | Load motor coaches; depart for the Steven Sondheim Theatre
124 West 43rd Street, NY, 10036 |
| 1:30 | PM | Arrive at the Steven Sondheim Theatre |
| 2:00 | PM | Enjoy Beautiful: The Carole King Musical
<i>The inspiring true story of how Carole King became the soundtrack of a generation.</i> |
| 5:00 | PM | Load motor coaches; depart for home
(98 miles, 2.5 hours to account for traffic + 1 hour for a meal stop) |
| | PM | Dinner en route (student cost) |
| 8:30 | PM | Approximate arrival at Waterbury Arts Magnet School |

#14

REQUEST FOR FIELD TRIP

**ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**

☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

This request must be approved prior to collecting or committing any funds such as down payments or making definite arrangements.

Date Submitted: January 20, 2017 Name of Travel Agency (if applicable): N/A

1) Requested by: M. Vagnini ,M.Case, P. Sterling MUSIC 6-12

Name of Staff Member

School

Grade level/Subject

2) How many students? 160

3) Name of destination: Concert/School Venues to compete and then Six Flags Amusement

4) City/State of destination: AGAWAM, MA

5) Departure: FRIDAY, JUNE 2, 2016 9 A.M.

Day

Date

Time

6) Return: FRIDAY JUNE 2 2016 9 P.M.

Day

Date

Time

7) Is school in session during this field trip? YES

8) What unit in the curriculum does this field trip support?

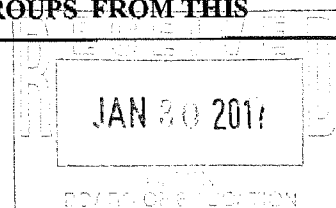
THIS PERFORMANCE IS A COMPREHENSIVE ASSESSMENT OF SKILLS AND KNOWLEDGE ACQUIRED DURING THIS SCHOOL YEAR.

9) What are the Common Core State Standards this field trip supports?

STATE STANDARD #2 PERFORM (SELECT, ANALYZE, INTERPRET, REHEARSE, EVALUATE, REFINES AND PRESENT) DIVERSE ART WORKS IN EACH ART FORM.
CCT DOMAIN 4 INSTRUCTION FOR ACTIVE LEARNING (4C)
CCT DOMAIN 5 ASSESSMENT FOR LEARNING (5 A&B)

10) What are the guiding questions from the curriculum this field trip will answer?

HOW DO OUR STUDENTS HANDLE THE PRESSURE OF A MUSIC COMPETITION?
HOW DOES THE WAMS STRING ORCHESTRA, BAND AND MS CHORUS PERFORMANCE
COMPARE TO OTHER STRING ORCHESTRAS, BANDS AND CHORAL GROUPS FROM THIS



11) What expected performances will be taught by this field trip?

STUDENTS WILL BE ABLE TO RECOGNIZE AND APPRECIATE A HIGH QUALITY OF MUSICAL ACHIEVEMENT BY THEMSELVES AND THEIR PEERS. ALL GROUPS MUST MAINTAIN PROFESSIONALISM AND DISCIPLINE THROUGHOUT THE PERFORMANCE PROCESS.

12) How will you assess the learning that results from this field trip?

STUDENTS WILL WRITE A RESPONSIVE ESSAY ON THEIR EXPERIENCE OF THIS COMPETITION.

13) Explain what educational value this field trip offers the students:

A CHORAL AND INSTRUMENTAL MUSIC COMPETITION

14) Transportation: Type/name of Approved PUC Carrier

ALL STAR BUS COMPANY

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. MVAGNINI	203-573-6300	4	
2. M.CASE	203-565-8095	5.	
3 P.STERLING	203-414-9144	6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones:
M.VAGNINI, M.CASE, P.STERLING

Aides(s) as chaperones: J. Jacovino

Parent(s) as chaperones: Mrs. Parker, Mrs. Patrick, Ms. Cruz, Mr. Walker, Mrs. Blake, Mr. Dadamo, Mrs. Canfield, Mr. Llanos, Mrs. Marchetti, Mrs. Sidotti, Mrs. Simmo-Kinzer, Mrs. Jennings, Mr. Hunter, Mrs. Jimenez, Mrs. Weaver, Mrs. James.

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

STUDENT FUNDS, SCHOOL MUSIC DEPT FUNDS

18) What is the approximate cost per pupil for this trip?

\$59.00. PER STUDENT plus expenses to cover busses.

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost all chaperones?

\$35.00

21) How many substitutes are necessary? (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
M.VAGNINI	MUSIC 6-12	4.	
2. M.CASE	MUSIC 6-12	5.	
P.STERLING	MUSIC 6-12	6.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐



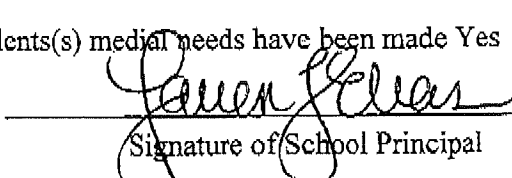
Signature of School Nurse

1/23/17
Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medical needs have been made Yes ☒ No ☐



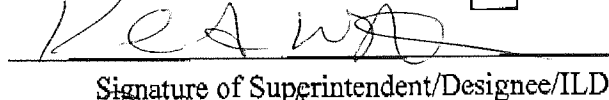
Signature of School Principal

1-24-17
Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐



Signature of Superintendent/Designee/ILD

1-25-17

Date

1/30/17

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

Reflections from Music in the Parks 2017

Name _____ Date _____ Period _____

1. Describe the instrument or voice part you have and include the songs you had to sing or play.

2. Describe the ways that you contributed to the overall success of the competition and the day's events.

3. What do you think is the most important idea to be left with after participating in this competition? _____

REQUEST FOR FIELD TRIP

**ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**

☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

This request must be approved prior to collecting or committing any funds such as down payments or making definite arrangements.

Date Submitted: 1/20/2017 Name of Travel Agency (if applicable): None

1) Requested by: Galina D'Amico North End Middle School Grades: 6-8

Name of Staff Member	School	Grade level/Subject
----------------------	--------	---------------------

2) How many students? 30

3) Name of destination: Metropolitan Museum of Art, NYC

4) City/State of destination: New York, New York (NYC)

5) Departure:	<u>Thursday</u>	<u>May 4, 2017</u>	<u>8:30am</u>
	<u>Day</u>	<u>Date</u>	<u>Time</u>

6) Return:	<u>Thursday</u>	<u>May 4, 2017</u>	<u>8:00pm</u>
	<u>Day</u>	<u>Date</u>	<u>Time</u>

7) Is school in session during this field trip? Yes

8) What unit in the curriculum does this field trip support?

Chapters 7 and 8: Ancient Greece and Ancient Rome

9) What are the Common Core State Standards this field trip supports?

CCSS.ELA-LITERACY.RH.6-8.9

Analyze the relationship between a primary and secondary source on the same topic.

CCSS.ELA-LITERACY.RI.6-8.10

By the end of grade 8, read and comprehend history/social studies texts in the grades 6-8 text complexity band independently and proficiently.

10) What are the guiding questions from the curriculum this field trip will answer?

What causes change in governments today? What can cause a culture to gain or lose control of an area? Why might people in different places have different ways of life?

JAN 30 2017

SCHOOL OF EDUCATION

11) What expected performances will be taught by this field trip?

Students should be able to compare and contrast characteristics of ancient governments and make connections to our current system.

12) How will you assess the learning that results from this field trip?

Students will complete a project based on their visit and write a one page paper on Ancient Greece.

13) Explain what educational value this field trip offers the students:

Students will expand their academic knowledge by examining the real artifacts they will see in the museum.

14) Transportation: Type/name of Approved PUC Carrier

A school Bus will be utilized to Bridgeport. At Bridgeport the Field Trip will utilize the MTA Metro North Train to Grand Central Station, then a NYC Bus will be used .

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Galina D'Amico	917-573-7396	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Galina D'Amico, Joaquin Matiz, Myra Lopez

Aides(s) as chaperones:

Parent(s) as chaperones: Alba Fortunet, and Luis Jimenez

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

The Bilingual Department will pay for the school bus; the students will pay their train and city bus fare, and the entrance to the Museum is free.

18) What is the approximate cost per pupil for this trip?

\$30

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost all chaperones?

\$30

21) How many substitutes are necessary? ☐ None because a teacher from our team will stay back with the students who are not coming.

Teacher	Subject/Grade	Teacher	Subject/Grade
1.		4.	
2.		5.	
3.		6.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

Doreen Pelletier RN
Signature of School Nurse

1-20-17
Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medial needs have been made Yes ☒ No ☐

Jacqueline G.
Signature of School Principal

1/20/17
Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☐

This field trip request has been reviewed and is not approved ☐

[Signature]
Signature of Superintendent/Designee/ILD

1/25/17
Date

1/30/17

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

#16

REQUEST FOR FIELD TRIP

**ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

- ☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**
☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

***This request must be approved prior to collecting or committing any funds such
as down payments or making definite arrangements.***

Date Submitted: 1/20/2017 Name of Travel Agency (if applicable): None

1) Requested by: Galina D'Amico North End Middle School Grades 6-8
 Name of Staff Member School Grade level/Subject

2) How many students? 50

3) Name of destination: Bronx Zoo

4) City/State of destination: Bronx, New York (New York City)

5) Departure: Wednesday May 24, 2017 8:30am
 Day Date Time

6) Return: Wednesday May 24, 2017 8:00pm
 Day Date Time

7) Is school in session during this field trip? Yes

8) What unit in the curriculum does this field trip support?

Animals and their habitats

9) What are the Common Core State Standards this field trip supports?

An ecosystem is composed of all populations that are living in a certain space and the physical factors with which they interact.

10) What are the guiding questions from the curriculum this field trip will answer?

What is the relationship between the specialized organ systems in all living organisms and the places where those organisms live?

JAN 30 2017

11) What expected performances will be taught by this field trip?

Students will observe the animals in their habitats and draw conclusions on how an animal's habitat is selected.

12) How will you assess the learning that results from this field trip?

Students will write a paper summarizing their findings.

13) Explain what educational value this field trip offers the students:

Students will observe the animals and draw conclusions about the relationship between the needs of each animal and the habitat it chooses.

14) Transportation: Type/name of Approved PUC Carrier

Durham Bus Company

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Galina Damico	917-573-7395	4	
2.		5.	
3		6	

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Galina D'Amico, Joaquín Matiz, Myra Lopez

Aides(s) as chaperones: None

Parent(s) as chaperones: Ruben Sosa, and Imarie Subira

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

A grant was received in the amount of \$700 from Target Stores

18) What is the approximate cost per pupil for this trip?

none

19) Is any student excluded from attending this trip? Yes ☐ No ☒ If yes, explain why:

20) What is the approximate cost all chaperones?

None

21) How many substitutes are necessary? ☐ None (If none specify) a member of our team will stay back with the students who are not coming.

Teacher	Subject/Grade	Teacher	Subject/Grade
1.		4.	
2.		5.	
3.		6.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

Doreen Pellerin RN

Signature of School Nurse

1-20-17

Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medial needs have been made Yes ☒ No ☐

Jacquelyn Gill

Signature of School Principal

1/20/17

Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☐

This field trip request has been reviewed and is not approved ☐

[Signature]

Signature of Superintendent/Designee/ILD

1/25/17

Date

1/30/17

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

REQUEST FOR FIELD TRIP

**ALL FIELD TRIP FORMS MUST BE FAXED (203-574-8010) OR EMAILED TO THE
SCHOOL'S INSTRUCTIONAL LEADERSHIP DIRECTOR.
ALL FIELD TRIPS REQUEST MUST INCLUDE THE APPROPRIATE COVER SHEET**

- ☒ **OUT OF STATE – MUST BE RECEIVED FIVE (5) WEEKS PRIOR TO TRIP**
☐ **IN STATE – MUST BE RECEIVED THREE (3) WEEKS PRIOR TO TRIP**

***This request must be approved prior to collecting or committing any funds such
as down payments or making definite arrangements.***

Date Submitted: 12/14/17 Name of Travel Agency (if applicable): Traveling with Kennedy HS

1) Requested by: Theresa Gionfriddo (Robotics) Crosby High School 9 - 12
 Name of Staff Member School Grade level/Subject

2) How many students? 13

3) Name of destination: FIRST Competition at Bryant University Hotel: Hampton Inn

4) City/State of destination: 1150 Douglas Pike Smithfield, RI 02917 Hotel: Warwick, RI

5) Departure: Friday 3/24/17 3:00 pm (Kennedy High School)

Day Date Time

6) Return: Sunday 3/26/16 Leaving at 6:00 pm

Day Date Time

7) Is school in session during this field trip? No

8) What unit in the curriculum does this field trip support?

Post Secondary Education

9) What are the Common Core State Standards this field trip supports?

HS-PS2-3 Motion and Stability: Forces and Interactions

Apply scientific and engineering ideas to design, evaluate, and refine a device that minimizes the force on a macroscopic object during a collision.

HS-PS2-2 Motion and Stability: Forces and Interactions

Use mathematical representations to support the claim that the total momentum of a system of objects is conserved when there is no net force on the system.

10) What are the guiding questions from the curriculum this field trip will answer?

FEB 14 2017

How is energy transferred between objects or systems?
 How does a computer/robot work? What design aspects will help the Team play the FIRST game?
 How can the team work with other teams to score the most points?

11) What expected performances will be taught by this field trip?

Fostering their communication, problem solving, and independent skills while using their critical Thinking skills during the competition. Exhibiting appropriate behavior with their mentors and peers.

12) How will you assess the learning that results from this field trip?

Discussions after the competition and district-wide visits and meetings with Robotics team and the competition robot.

13) Explain what educational value this field trip offers the students:

Life skills that cannot be learned in the classroom. The students will use social skills, critical thinking, negotiation strategies, and the purpose of teamwork to produce and result.

14) Transportation: Type/name of Approved PUC Carrier

School Bus- Durham School Services

15) Name(s) and phone number(s) of person(s) responsible for organizing this trip:

Name	Phone Number	Name	Phone Number
1. Theresa Gionfriddo	860-391-3435	3. Frank D'Anna	203-305-0452
2. Kelly Donahue	203-974-2767	4. Kerry Coyle	860-975-8222

16) Name(s) of person(s) supervising students. **NOTE: One (1) chaperone for every ten (10) students.**

Teacher(s) as chaperones: Theresa Gionfriddo, Kelly Donahue, Kerry Coyle

Aides(s) as chaperones: Frank D'Anna (Sikorsky Engineer); Carrie Work (Kennedy High School Coach)

Parent(s) as chaperones: Denise Work (Kennedy Team Mom)

17) How is this trip financed: (If it's fund raising activities, list the fund raising activities. If it's a grant, give title and number of the grant, student contributions, etc.)

Robotics team fundraisers and student contributions

18) What is the approximate cost per pupil for this trip?

\$ 320.00

19) Is any student excluded from attending this trip? Yes ☒ No ☐ If yes, explain why:

Any student who is failing a class at the time of the trip will not be allowed to attend to the trip.

20) What is the approximate cost all chaperones?

N/A

21) How many substitutes are necessary? (If none specify)

Teacher	Subject/Grade	Teacher	Subject/Grade
1. Theresa Gionfriddo	Physics (Per. 7 on March 24th)	3.	
2. Kerry Coyle	English (Per. 5-7 on March 24 th)	4.	

22) The medication(s) and/or procedure(s), as prescribed by the student(s) physician, will be provided while participating in the field trip

Yes ☒ No ☐

if ordered

Margo Mary Ricciardi
Signature of School Nurse

1/30/17
Date

23) This field trip request meets the needs of the BOE policy? Yes ☒ No ☐

Is this field trip recommended? Yes ☒ No ☐

Arrangements for students(s) medial needs have been made Yes ☒ No ☐

Jade J. Lopez
Signature of School Principal

2/1/17
Date

CENTRAL OFFICE RESPONSE

24) This field trip request has been reviewed and approved at the Superintendent's level ☒

This field trip request has been reviewed and is not approved ☐

K. A. Woff
Signature of Superintendent/Designee/ILD

2-6-17
Date

25) This field trip request required Board of Education action for out of state or overnight field trip was approved/denied by the Board of Education during its meeting of _____

Signature of BOE/Designee

Date

A copy of this request, when approved, will be returned to the School Principal.

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

#18

WORKSHOP: Thursday, February 23, 2017 (Career Academy)
BOARD MEETING: Thursday, March 2, 2017

TO THE BOARD OF EDUCATION
WATERBURY, CONNECTICUT

LADIES AND GENTLEMEN:

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

GROUP	FACILITIES AND DATES/TIMES
K. Effes	WAMS café: Thurs., April 20 th 6:00-9:00 pm (Bullying/internet safety workshop)
S. Rynn	WAMS atrium: Thurs., March 30 th 12:30-2:00 pm (post high school options fair)
N. Smith	WAMS apron stage: 3/27 thru 4/29 3:00-9:00 pm (rehearsals/performances of senior showcase play)
N. Vaughan	Kennedy aud.: Tues., May 9 th 5-8 pm (Elem. School awards) Kennedy aud.: Wed., May 10 th 5-8 pm (Middle & High School awards)

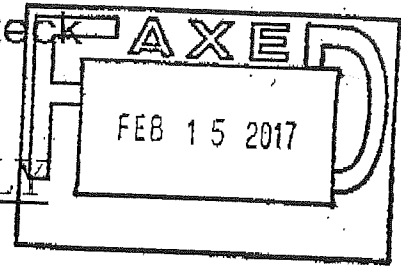
Approved:

John Theriault

Kathleen M. Ouellette, Ed. D.
Superintendent of Schools

Please give form to Nicole Steck

SCHOOL PERSONNEL USE ONLY



DATE: 2/15/17

FEB 15 2017

TO: SCHOOL BUSINESS OFFICE

FROM:

WAMS

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED:

4/20/17

FROM:

6

am/pm

TO:

9

am/pm

FOR THE FOLLOWING PURPOSES:

Bullying / Internet Safety
Workshop

King
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.

Please give form to Nicole Steck FEB - 8 2017

SCHOOL PERSONNEL USE ONLY

DATE: 2/8/17

TO: SCHOOL BUSINESS OFFICE

FROM: Sheryl Rynn

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

Atrium

DATES REQUESTED: 3/30/17 Thursday

FROM: 12:30 am/pm TO: 2:00 am/pm

FOR THE FOLLOWING PURPOSES:

Post High School Options Fair
reps. from various institutions
will come to speak with students who
have no future plans

Sheryl Rynn
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.

Please give form to Nicole Steck

FEB 17 2017

SCHOOL PERSONNEL USE ONLY

DATE: 2/15/17

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS

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

NAME OF SCHOOL REQUESTED: Waterbury Arts Magnet School

☒ Auditorium

☐ Gymnasium

☐ Swimming Pool

☐ Café/Rooms

DATES REQUESTED: March 27th — April 29th

FROM: 3

am/pm

TO: 9

am/pm

FOR THE FOLLOWING PURPOSES:

Senior Showcase Play

"All the King's Women"

Mainstage Play

show dates

28th + 29th

5:30 open

7:00 show

APPLICANT

NINA SMITH

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.

FEB 17 2017

SCHOOL PERSONNEL USE ONLY

DATE: February 17, 2017

TO: SCHOOL BUSINESS OFFICE

FROM: Nancy Vaughan

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

NAME OF SCHOOL REQUESTED: Kennedy High School

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms


DATES REQUESTED: Tuesday, May 9, 2017 (elementary school awards)
and Wednesday, May 10, 2017 (middle and high school awards) = two evenings

FROM: 5 pm TO: 8 pm

FOR THE FOLLOWING PURPOSES:

Superintendent's Student Awards - to be held this year on two separate evenings, one for recognition of elementary school students; the other for recognition of middle school and high school students.

EVENT WILL BEGIN AT 6 PM - EARLIER START TIME TO INCLUDE SET-UP.


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.

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

WORKSHOP: Thursday, February 23, 2017 (Career Academy)
BOARD MEETING: Thursday, March 2, 2017

TO THE BOARD OF EDUCATION
 WATERBURY, CONNECTICUT

LADIES AND GENTLEMEN:

With the approval of the Committee on School Facilities and Grounds, the Superintendent of Schools recommends approval of the use of school facilities by groups and organizations, subject to fees and insurance as required.

GROUP	FACILITIES AND DATES/TIMES
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REQUESTING WAIVERS:

K. Taylor	Reed café: Sat., Feb. 25 th 8am-5pm (Clothing Drive)	(\$420.)
<u>Neighborhood Housing Services of Wtby.</u>		
Long Hill Bible Church	Rotella aud., café, dressing rm.: Wed., Mar. 22 nd 5:30-9:00 pm	
E. Lott	(service/gospel group)	(\$430.)

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

Wtby. Patriots	Chase gym: Wednesdays 3/1, 3/6, 3/15 6:15-8:00 p.m.
N. King	(mentor for speed & agility)

MONIES COLLECTED TO DATE:

\$ 66,138.75

Approved:

John Theriault

Kathleen M. Ouellette, Ed. D.
Superintendent of Schools

These activities are completed and have been billed:

Yeshiva Chabab

FEB 10 2017

APPLICANT Kevin T. Taylor NAME OF ORGANIZATION NHS of Waterbury

SCHOOL REQUESTED Jonathan Reed DATES 02/25/2017 ROOM(S) ~~Seamless~~ Cafe

OPENING TIME 8 AM CLOSING TIME 5 PM PURPOSE Clothing Drive

ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 200 total CHILDREN _____

SIGNATURE OF APPLICANT Kan DATE 02.10.17

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Kevin T. Taylor, 161 North Main Street, Waterbury, CT 06702, (203) 753-1896 ext. 15

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. KA (PLEASE INITIAL)

SCHEDULE OF RATES; CUSTODIAL FEES: 42/HR AUG 1 HR SERVICE

RENTAL FEES: _____

MISCELLANEOUS FEES:

SECURITY DEPOSIT \$ _____ INSURANCE COVERAGE YES _____ NO _____

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)

IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE _____ SCHOOL BUSINESS OFFICE _____

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

White-Permittee Goldenrod-School Business Office Pink-Principal Blue-Custodian

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: Neighborhood Housing Services of Waterbury

Please check below specific item(s):

Building Usage Fees ☒

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Jonathan Reed Elementary School/Gymnasium

DATE(S): February 25, 2017

TIMES: 8AM - 5PM

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

02.10.17

Date

K. L.
Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$

Building Usage Fees

\$

420.

Custodial Fees

\$

Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____

ATTEST: _____

Clerk, Board of Education

301
DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT
SCHOOL BUSINESS OFFICE
233 GRAND ST., WATERBURY, CT 06702
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

tax exempt
FEB 13 2017

APPLICANT Eric K. Lott NAME OF ORGANIZATION Lane Hill Bible Church
ADDRESS PO Box 4818 Wren CT 06704 TELEPHONE 860-250-1912
(street) (city) (state) (zip) (area) (number)
SCHOOL REQUESTED Rotella DATES 3-22-17 ROOMS Aud. - Case - Dressing rm.
OPENING TIME 5pm CLOSING TIME 9pm PURPOSE Gospel Group
ADMISSION (if any) _____ CHARGE TO BE DEVOTED TO _____
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 125 CHILDREN _____
SIGNATURE OF APPLICANT E K Lott DATE 2-13-17
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. EKL (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

\$42/HR plus 1 HR service (\$210.)

RENTAL FEES:

MISCELLANEOUS FEES:

(Tech) \$55/HR. (\$220.)

SECURITY DEPOSIT \$

250

INSURANCE COVERAGE

YES

NO

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.

COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE).

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: 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 PT. 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.

WE AGREE THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.

APPROVAL DATE _____

SCHOOL BUSINESS OFFICE

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

USE OF SCHOOL FACILITIES
WAIVER REQUEST
(to be submitted with use of Building Permit)



APPLICANT/ORGANIZATION: Long Hill Bible Church Youth board

Please check below specific item(s):

Building Usage Fees ☐

Custodial Fees ☒

SCHOOL/ROOMS REQUESTED: Rotella

DATE(S): Wed, March 22

TIMES: 5-9 pm

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

DATE(S): _____

TIMES: _____

2-13-17

Date

EK Goff

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

\$ _____

Building Usage Fees

\$ 430.-

Custodial Fees

\$ _____

Security Deposit

BOARD USE ONLY

The Board of Education approved/denied the above referenced waiver request(s) at their regular meeting of _____.

ATTEST: _____

Clerk, Board of Education

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

CONTRACT#

JAN 27 2017

APPLICANT Nicole King NAME OF ORGANIZATION Waterbury Patriots

ADDRESS 188 Chipman St TELEPHONE # (203) 725-3349
(street) (city) (state) (zip code)

SCHOOL REQUESTED CHASE DATES 3/1, 3/8, 3/15 ROOM(S) Gym

OPENING TIME 6:05 CLOSING TIME 8:00 pm PURPOSE Meets with speed and agility

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

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 8 CHILDREN 30

SIGNATURE OF APPLICANT Nicole King DATE 1-27-17

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:

Henry Bond - Nicole King -

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. NK (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT \$ 1000 INSURANCE COVERAGE YES 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.

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APPROVAL DATE _____ SCHOOL BUSINESS OFFICE _____

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



#20

PARENT LIAISON
Walsh School

Digsby

Transfer

General Statement of Duties: Supplies services that will benefit Title I students and their families, works under the supervision of the Title I Teacher, the Principal of the school and Parent Coordinator and Title I Administrators.

Specific Examples of Duties: (Not limited to duties listed below)

Recruits parents and other volunteers to support the educational programs of the school and participate in school activities and conferences as it applies to Title I. Encourage partnership between parents, school and community.

Collect and disseminate information to parents and community agencies about events at the school. Provide a consistent community presence in the school. Maintain logs and data related to parental involvement. Make phone calls and home visits to parents who may need help. Coordinate assignments of tasks and training of volunteers. Must attend District Parent Advisory Council (DPAC) meetings on state, regional and national levels if funds are available. Should implement at least 5 parent information sessions.

Performs related tasks as assigned by the Principal and/or the Parent Coordinator.

Must be available during school hours and some evenings.

Qualifications: A high school diploma is required. Ability to work cooperatively with, and under the supervision of the Title I Teacher and the school Principal. Experience in Child Development with the ability to communicate verbally and in writing. Ability to maintain accurate records and prioritize multiple tasks. Must have the ability to work well with students and their families. Must also have residence in the school attendance area or be very familiar with attendance concerns in the school area. Experience in an urban school district and/or a multi-cultural environment preferred.

Work Year/Hours of Work: School Calendar, 30 hours per week. Some evening and weekend hours required.

Salary/Benefits: \$15.12 per hour. Benefits are currently governed by the Service Employees International Union collective bargaining agreement.

Note: This is a non-union, grant funded position that exists as long as funds are available.

APPLICATION PROCESS:

Applications must be submitted for this position electronically under the Community Services tab at: <http://www.applitrack.com/waterbury/onlineapp/default.aspx>

A copy of diploma or transcripts indicating degree or graduation and three letters of reference will be required before appointment.

Closing Date: Friday, October 28, 2016



WATERBURY
Public Schools
Today's Students. Tomorrow's Leaders.

Campbell
Christ
Crim
Fields
Forber

RECREATION SPECIALIST - BOE

General Statement of Duties:

The Recreation Specialist is responsible for organizing, and conducting after-school recreational programs within the scope of the 21st Century Community Learning Center Curriculum. The Recreation Specialist works under the direct supervision of the Lead Teacher and Recreation Site Coordinator.

Specific Examples of Duties:

- Conducts gym activities/programs for small and large groups of students;
- Provides guidance for multiple classes to include but not limited to: arts and crafts, music, dance, drama/theater, bowling, etc.
- Assists teachers in educational settings providing homework support, transferring of students between activities, and other duties as assigned;

Required Qualifications: High School Diploma or GED required.

Preferred Qualifications: Ability to adapt the activity to include all the students in the program; must be able to communicate and maintain effective relationships with staff and students; experience in an urban school district and/or multi-cultural environment preferred.

Hours of Work: Follows school schedule for after school activities for 2 ½ hours (generally 2:30 – 5:00 p.m.) each work day. Program may include some Saturday field trips and an extended school year. Scheduling flexibility may be available.

Salary: \$12.00 per hour, no benefits.

This is a grant funded, non-union position that exists as long as grant funds are available.

APPLICATION PROCESS:

Applications must be submitted electronically under the Student Support Services tab at:
<http://www.applitrack.com/waterbury/onlineapp/default.aspx>

Closing Date: Tuesday, January 24, 2017

*An Equal Opportunity/Affirmative Action Employer M/F/H/V
Candidates from diverse racial, ethnic and cultural backgrounds are encouraged to apply.*

Ms. Cassandra D Campbell

34 summer street

Apt. Number: 2fl

Waterbury, CT 06704

campbell150@comcast.net - (203) 6852335

Contents:

1. Online Application

Prepared for: Anne Phelan
Waterbury Public Schools
Feb 16, 2017 2:55 PM

Waterbury Public Schools Online Application

Campbell, Cassandra - AppNo: 10100

Date Submitted: 2/7/2017

Personal Data

Name: Ms. Cassandra D Campbell
(Title) (First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other:
(Title) (First) (Middle Initial) (Last)
Email Address: campbell150@comcast.net

Postal Address

Permanent Address

Number & Street: 34 summer street
Apt. Number: 2fl
City: Waterbury
State/Province: CT
Zip/Postal Code: 06704
Country: United States of America
Daytime Phone: (203) 6852335
Home/Cell Phone: (203) 528-8366

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 876

Student Support Services: Substitute Recreation Specialist - BOE at Districtwide

Date Last Submitted
2/7/2017

Experience in Similar Positions
4 years

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Hale Home Care nurses aide		1 harvest lane naugatuck, ct 06770 203 2170446		ms tina	
Date From - Date To:	04/2011 - 01/2017	Full or Part Time:	Full	Last Annual Salary:	\$13.00
Reason for Leaving:	currently employed				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	engage with client during daily activities,maintain environment to the best, reminder of appointment and documentation on daily procedures,				

Waterbury Public Schools Online Application

Campbell, Cassandra - AppNo: 10100

Date Submitted: 2/7/2017

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Tivoli Comprehensive High School
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
CT - Connecticut College	04/1998 05/2001	earlychildwood Hrs: 3	Hrs: 228		06/2015

	Undergraduate	Graduate
Overall GPA	/4	/4
Major GPA	/4	/4
Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
Technical Certification		
List honors, awards or distinctions you have earned:		

Certification

Do you hold National Board for Professional Teaching Standards certification? **Yes**
Do you hold or anticipate a Connecticut certificate? **No**

* Have you applied for a Connecticut certificate? **No**
* List the date you applied for certification:
* Have you received a deficiency statement?
* Have you passed the Basic Skills Exam?
* Have you passed the Content Area Exam?

If pending, date test taken

Waterbury Public Schools Online Application

Campbell, Cassandra - AppNo: 10100

Date Submitted: 2/7/2017

Certification (cont.)

Do you hold a current out-of-state certificate? No

State	Type	Certificate Number	Expiration Date	Current?

List your out-of-state certified teaching/administration fields:

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Describe the skills or attributes you believe are necessary to be outstanding when working in student support services.

1. communicating with child on a eye level as your conversation show growth and support.
2. Maintain voice level and using appropriate language.
3. Being Professional and prompt in your duties daily.

2. How would you address a wide range of issues in your groups?

Every situation as steps also directing it to supervisor is the best way.

Language Skills

Do you know any language other than English? No

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Ms Sharon Harris	ms mureen scott
School/Org:	YALE HOSPITAL	Hale Home Care
Current Position:	Nurse	C.N.A
Home Phone:		
Cell Phone:	(203) 479-2496	(203) 819-0375
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	pass coworker	co worker
Years Known:	6yrs	7years

Waterbury Public Schools Online Application

Campbell, Cassandra - AppNo: 10100

Date Submitted: 2/7/2017

Professional References cont.

	Reference 3 of 3	
Name:	Ms la Verne Campbell	
School/Org:		
Current Position:	State Office Worker	
Home Phone:		
Cell Phone:	(203) 528-7870	
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Chruch	
Years Known:	4yrs	

Referrals

How did you hear about employment with us?

www.K12JobSpot.com

Additional Information

Disclosures

Contract Status

- * Are you currently under contract?
If Yes, which district?
If Yes, when does it expire?
When may your present employer be contacted?

No

Professional Status

- * Have you obtained tenure status in any other School District?
If Yes, where?
If Yes, when?
- * Have you ever been denied tenure?

No

No

If Yes, explain:

- * Have you ever had a teaching certificate or teaching license revoked or suspended?

No

Waterbury Public Schools Online Application

Campbell, Cassandra - AppNo: 10100

Date Submitted: 2/7/2017

Disclosures continued

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

* Are you a relative of any board member, administrator, or supervisor who is currently serving the School District?

No

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

List any accommodations:

Retiree Status

Connecticut law places certain restrictions on the employment of individuals who are collecting benefits from the State Teachers Retirement System.

If you are currently collecting such benefits, or have applied for such benefits, please indicate here:

-

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse. Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your agreement with this form is your consent to the drug test.

* I agree

Yes

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

Waterbury Public Schools Online Application

Campbell, Cassandra - AppNo: 10100

Date Submitted: 2/7/2017

Legal Information continued

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Waterbury Public Schools is an Equal Opportunity Employer. Waterbury Public Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Waterbury Public Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

I certify that all statements made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I make any misstatements or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and Regulations.

I voluntarily give the Civil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations supplying such information.

I, Cassandra Campbell, agree to all of the terms above.

☒ I agree

Ms. Patricia A Christ

195 Devonwood Drive

Waterbury, CT 06708

triciachrist@yahoo.com - (203) 757-5055

Contents:

1. Online Application
2. Attachment: Resume
3. Attachment: Transcripts
4. Attachment: Transcripts p. 2
5. Reference Letter: Reference Letter
6. Reference Letter: Reference Letter
7. Reference Letter: Reference Letter

Prepared for: Anne Phelan
Waterbury Public Schools
Feb 17, 2017 8:41 AM

Waterbury Public Schools Online Application

Christ, Patricia - AppNo: 9443

Date Submitted: 2/16/2017

Personal Data

Name: Ms. Patricia A Christ
(Title) (First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Title) (First) (Middle Initial) (Last)

Email Address: triciachrist@yahoo.com

Postal Address

Permanent Address

Number & Street: 195 Devonwood Drive
Apt. Number:
City: Waterbury
State/Province: CT
Zip/Postal Code: 06708
Country: United States of America
Daytime Phone: (203) 757-5055
Home/Cell Phone: (203) 525-7724

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 876 Student Support Services: Substitute Recreation Specialist - BOE at Districtwide	2/16/2017	years

Closed Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 842 Student Support Services: Behavior Technician	9/23/2016	5 years

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
City of Waterbury Permanent Building Sub - Driggs School		Woodlawn Terrace Waterbury, CT 06710 203-574-8160		Michael Theriault 203-574-8160 mtheriault@waterbury.k12.ct.us	
Date From - Date To:	10/2014 -	Full or Part Time:	Part <input type="checkbox"/>	Last Annual Salary:	\$90 per day
Reason for Leaving:	still employed				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	classroom coverage for: absent teachers, PPT meetings; testing of student; office staff coverage; interaction with parents visiting school; vast experience dealing with students				

Waterbury Public Schools Online Application

Christ, Patricia - AppNo: 9443

Date Submitted: 2/16/2017

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
City of Waterbury Daily Sub		236 Grand Street Waterbury, CT 06702 203-574-8026		Substitute Office 203-574-8026	
Date From - Date To:	04/2011 - 10/2014	Full or Part Time:	Part	Last Annual Salary:	\$80 per day
Reason for Leaving:	accepted Perm Building sub position				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	contacted for daily assignments covering for absent teacher; covered full year paraprofessional assignment with direct instruction in small groups of student; worked with autistic student for a period of time; experience with reading lesson plans/teaching lesson; experience in classroom management.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Middlebury Chiropractic and Wellness Center Receptionist		560 Middlebury Road Middlebury, CT 06708 203-577-2095		Dr. Massimo Verardo 203-577-2095	
Date From - Date To:	12/2008 - 08/2013	Full or Part Time:	Part	Last Annual Salary:	\$10 per hour
Reason for Leaving:	more hours substituting				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	receptionist for office; computer work, scheduling patient appointment; input of patient information into electronic charts; organizing patient charts, files and insurance inquiries; collection of co-pays.				

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Sacred Heart High School
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
CT - University of Connecticut	09/2011 12/2015	Human Dev & Family Services Hrs:	Psychology Hrs:	BGS	11/2015

Waterbury Public Schools Online Application

Christ, Patricia - AppNo: 9443

Date Submitted: 2/16/2017

Education Continued

	Undergraduate	Graduate
Overall GPA	/4	/4
Major GPA	/4	/4
Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
BA/BS/etc.		

List honors, awards or distinctions you have earned:

Certification

Do you hold National Board for Professional Teaching Standards certification? **No**

Do you hold or anticipate a Connecticut certificate? **No**

* Have you applied for a Connecticut certificate?

* List the date you applied for certification:

* Have you received a deficiency statement?

If pending, date test taken

* Have you passed the Basic Skills Exam?

* Have you passed the Content Area Exam?

Do you hold a current out-of-state certificate?

State	Type	Certificate Number	Expiration Date	Current?

List your out-of-state certified teaching/administration fields:

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Describe the skills or attributes you believe are necessary to be outstanding when working in student support services.

My experience working with grade school level children for the past 5 years.education in human Services and psychology coursework; child development courses.Experience in an urban school system and multicultural environment.

2. How would you address a wide range of issues in your groups?

Using knowledge acquired in courses taken and research of issues that may arise. Utilize working with professional staff that have experience with target issues.

Waterbury Public Schools Online Application

Christ, Patricia - AppNo: 9443

Date Submitted: 2/16/2017

Language Skills

Do you know any language other than English? No

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Michael Theriault	Dr. Massimo Verardo
School/Org:	Driggs School	Middlebury Chiropractic & Wellness Center
Current Position:	Principal	Owner
Home Phone:		
Cell Phone:		
Work Phone:	203-574-8160	203-577-2095
Mailing Address:	77 Woodlawn Terrace Waterbury, CT 06710	590 Middlebury Road Middlebury, CT 06712
Email:	mtheriault@waterbury.k12.ct.us	mverardoc@gmail.com
Relationship to Candidate:	Supervisor	Supervisor
Years Known:	2+ years	5

	Reference 3 of 3	
Name:	Dr. Jason Rizza	
School/Org:	Middlebury Chiropractic & Wellness Center	
Current Position:		
Home Phone:		
Cell Phone:	203-528-3972	
Work Phone:		
Mailing Address:	590 Middlebury Road Middlebury, CT 06712	
Email:	drizza@gmail.com	
Relationship to Candidate:	Supervisor	
Years Known:	3	

Referrals

How did you hear about employment with us?

District Employee

Additional Information

Waterbury Public Schools Online Application

Christ, Patricia - AppNo: 9443

Date Submitted: 2/16/2017

Disclosures

Contract Status

- * Are you currently under contract?
If Yes, which district?
If Yes, when does it expire?
When may your present employer be contacted?

No

Professional Status

- * Have you obtained tenure status in any other School District?
If Yes, where?
If Yes, when?
- * Have you ever been denied tenure?

No

No

If Yes, explain:

- * Have you ever had a teaching certificate or teaching license revoked or suspended?

No

If Yes, explain:

- * Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

- * Are you a relative of any board member, administrator, or supervisor who is currently serving the School District?

No

Name:

Position:

Relationship:

- * Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

List any accommodations:

Retiree Status

Connecticut law places certain restrictions on the employment of individuals who are collecting benefits from the State Teachers Retirement System.

If you are currently collecting such benefits, or have applied for such benefits, please indicate here:

-

Waterbury Public Schools Online Application

Christ, Patricia - AppNo: 9443

Date Submitted: 2/16/2017

Disclosures continued

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse. Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your agreement with this form is your consent to the drug test.

* I agree

Yes

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Waterbury Public Schools is an Equal Opportunity Employer. Waterbury Public Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Waterbury Public Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

I certify that all statements made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I make any misstatements or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and Regulations.

I voluntarily give the Civil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations supplying such information.

I, Patricia Christ, agree to all of the terms above.

☒ I agree

Kayla Crim

96 Sage Dr

Waterbury, CT 06704

kaykayperez7@yahoo.com - (203) 5103724

Contents:

1. Online Application

Prepared for: Anne Phelan
Waterbury Public Schools
Feb 16, 2017 2:51 PM

Waterbury Public Schools Online Application

Crim, Kayla - AppNo: 10134

Date Submitted: 2/6/2017

Personal Data

Name: Kayla Crim
(First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other: (First) (Middle Initial) (Last)
Email Address: kaykayperez7@yahoo.com

Postal Address

Permanent Address		Present Address
Number & Street:	96 Sage Dr	Number & Street:
Apt. Number:		Apt. Number:
City:	Waterbury	City:
State/Province:	CT	State/Province:
Zip/Postal Code:	06704	Zip/Postal Code:
Country:	United States of America	Country:
Daytime Phone:	(203) 5103724	Phone Number:
Home/Cell Phone:	(203) 5103724	

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 876 Student Support Services: Substitute Recreation Specialist - BOE at Districtwide	2/6/2017	-

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
J & J Frozen Yogurt Inc Cashier		69 Northwest Drive Plainville, CT 06062 14752354011		Amanda Robinson 203 510 5203	
Date From - Date To:	-	Full or Part Time:		Last Annual Salary:	
Reason for Leaving:					
May we contact this employer?					
Responsibilities/Accomplishments at this Position					

Waterbury Public Schools Online Application

Crim, Kavla - AppNo: 10134

Date Submitted: 2/6/2017

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Wilby High school

Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

No education was entered.

	Undergraduate	Graduate
Overall GPA	/4	/4
Major GPA	/4	/4
Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
None		

List honors, awards or distinctions you have earned:

Certification

Do you hold National Board for Professional Teaching Standards certification? No

Do you hold or anticipate a Connecticut certificate? No

* Have you applied for a Connecticut certificate? No

* List the date you applied for certification:

* Have you received a deficiency statement? No

If pending, date test taken

* Have you passed the Basic Skills Exam? No

* Have you passed the Content Area Exam? No

Do you hold a current out-of-state certificate? No

State	Type	Certificate Number	Expiration Date	Current?

List your out-of-state certified teaching/administration fields:

Waterbury Public Schools Online Application

Crim, Kayla - AppNo: 10134

Date Submitted: 2/6/2017

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Describe the skills or attributes you believe are necessary to be outstanding when working in student support services.

Some skills that I believe are necessary would be patience, enthusiasm, and creativity. I feel that I do possess these skills. Taking time with students is also very important because each one is different and they all learn things at a different pace. Having good energy around students and encouraging them can help them be more motivated and productive. Being positive around students and letting them be creative can allow them to be more confident in expressing themselves.

2. How would you address a wide range of issues in your groups?

I would address each problem and make sure that I find the best resolution so that everyone is content.

Language Skills

Do you know any language other than English? No

Professional References

	Reference 1 of 3
Name:	Amanda Robinson
School/Org:	
Current Position:	Cashier
Home Phone:	
Cell Phone:	(203)510-5203
Work Phone:	
Mailing Address:	
Email:	
Relationship to Candidate:	Cousin
Years Known:	18

Referrals

How did you hear about employment with us?

District Employee

Additional Information

Waterbury Public Schools Online Application

Crim, Kayla - AppNo: 10134

Date Submitted: 2/6/2017

Disclosures

Contract Status

- * Are you currently under contract?
If Yes, which district?
If Yes, when does it expire?
When may your present employer be contacted?

No

Professional Status

- * Have you obtained tenure status in any other School District?
If Yes, where?
If Yes, when?
- * Have you ever been denied tenure?

No

No

If Yes, explain:

- * Have you ever had a teaching certificate or teaching license revoked or suspended?

No

If Yes, explain:

- * Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

- * Are you a relative of any board member, administrator, or supervisor who is currently serving the School District?

No

Name:

Position:

Relationship:

- * Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

List any accommodations:

Retiree Status

Connecticut law places certain restrictions on the employment of individuals who are collecting benefits from the State Teachers Retirement System.

If you are currently collecting such benefits, or have applied for such benefits, please indicate here:

-

Waterbury Public Schools Online Application

Crim, Kayla - AppNo: 10134

Date Submitted: 2/6/2017

Disclosures continued

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* I agree

Yes

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Waterbury Public Schools is an Equal Opportunity Employer. Waterbury Public Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Waterbury Public Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

I certify that all statements made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I make any misstatements or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and Regulations.

I voluntarily give the Civil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations supplying such information.

I, Kayla Crim, agree to all of the terms above.

☒ I agree

Mrs. Jamesina Fields

145 Falls Ave

Apt. Number: 2

oakville, CT 06779

loverb40@gmail.com - (203) 808-6238

Contents:

1. Online Application

Prepared for: Anne Phelan
Waterbury Public Schools
Feb 16, 2017 2:56 PM

Waterbury Public Schools Online Application

Fields, Jamesina - AppNo: 9719

Date Submitted: 10/26/2016

Internal Candidate

Personal Data

Name: Mrs. Jamesina Fields
(Title) (First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other: (Title) (First) (Middle Initial) (Last)
Email Address: loverb40@gmail.com

Postal Address

Permanent Address

Number & Street: 145 Falls Ave
Apt. Number: 2
City: oakville
State/Province: CT
Zip/Postal Code: 06779
Country: United States of America
Daytime Phone: (203) 808-6238
Home/Cell Phone: (203) 808-6238

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 876

Student Support Services: Substitute Recreation Specialist - BOE at Districtwide

Date Last Submitted
10/26/2016

Experience in Similar Positions
7 years

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
city of waterbury BOE para		236 Grand st Waterbury, CT 203 574-8000		Dr. Oulette 203 808-6238	
Date From - Date To:	12/2003 - 10/2016	Full or Part Time:	Full <input type="checkbox"/>	Last Annual Salary:	
Reason for Leaving:	current				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Assisting k-5 children special need s and others with daily school activities. Such as gym, recess and academics. I have accomplished a countless amount of tasks over the years.				

Waterbury Public Schools Online Application

Fields, Jamesina - AppNo: 9719

Date Submitted: 10/26/2016

Internal Candidate

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Crosby HS

Graduation Status: GED or equivalent

Colleges, Universities and Technical Schools Attended:

No education was entered.

	Undergraduate	Graduate
Overall GPA	/4	/4
Major GPA	/4	/4
Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
None		

List honors, awards or distinctions you have earned:

Certification

Do you hold National Board for Professional Teaching Standards certification? No

Do you hold or anticipate a Connecticut certificate? No

* Have you applied for a Connecticut certificate? No

* List the date you applied for certification:

* Have you received a deficiency statement? No

If pending, date test taken

* Have you passed the Basic Skills Exam? No

* Have you passed the Content Area Exam? No

Do you hold a current out-of-state certificate? No

State	Type	Certificate Number	Expiration Date	Current?

List your out-of-state certified teaching/administration fields:

Waterbury Public Schools Online Application

Fields, Jamesina - AppNo: 9719

Date Submitted: 10/26/2016

Internal Candidate

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

I'm very athletic and also I help plan physical activities along with the classroom teacher during my summer employment with PAL.

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Describe the skills or attributes you believe are necessary to be outstanding when working in student support services.

What has worked well for myself is to have patience, flexibility, compassion, team player and sense of humor.

2. How would you address a wide range of issues in your groups?

I address issues accordingly. Depending on the situation but always be as fair as possible and listen to the involved students closely, and proceed from there.

Language Skills

Do you know any language other than English? No

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Roxanne Augelli	Judy Boccichio
School/Org:		Washington ES
Current Position:		Para
Home Phone:		
Cell Phone:	203 509-1924	203 525-5477
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	Supervisor at PAL	co-worker/friend
Years Known:	14	14

Waterbury Public Schools Online Application

Fields, Jamesina - AppNo: 9719

Date Submitted: 10/26/2016

Internal Candidate

Professional References cont.

	Reference 3 of 3	
Name:	Alyssa Lombardo	
School/Org:		
Current Position:	teacher	
Home Phone:		
Cell Phone:	203 560-3398	
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	friend	
Years Known:	12	

Referrals

How did you hear about employment with us?

District Employee

Qualifications

Please list any additional experience or qualifications you have for consideration of this position.

Additional Information

Disclosures

Contract Status

* Are you currently under contract?

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Yes

ASAP

Professional Status

* Have you obtained tenure status in any other School District?

If Yes, where?

No

Waterbury Public Schools Online Application

Fields, Jamesina - AppNo: 9719

Date Submitted: 10/26/2016

Internal Candidate

Disclosures continued

If Yes, when?

* Have you ever been denied tenure?

No

If Yes, explain:

* Have you ever had a teaching certificate or teaching license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

* Are you a relative of any board member, administrator, or supervisor who is currently serving the School District?

No

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

List any accommodations:

Retiree Status

Connecticut law places certain restrictions on the employment of individuals who are collecting benefits from the State Teachers Retirement System.

If you are currently collecting such benefits, or have applied for such benefits, please indicate here:

-

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* I agree

Yes

Waterbury Public Schools Online Application

Fields, Jamesina - AppNo: 9719

Date Submitted: 10/26/2016

Internal Candidate

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Waterbury Public Schools is an Equal Opportunity Employer. Waterbury Public Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Waterbury Public Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

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I certify that all statements made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I make any misstatements or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and Regulations.

I voluntarily give the Civil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations supplying such information.

I, Jamesina Fields, agree to all of the terms above.

☒ I agree

GEAR UP application

Last Name, First Name

Fields, Jamesina

Present Assignment:
School/Grade

Washington ES k-5

Certification(s)

Parapro cert.

Subject area or position requested:

Past Summer School Experience

If yes, please list year(s)/role(s)

Ms. Sabrina K Forbes

252 Wilkenda Avenue

Waterbury, CT 06708

sabrina_forbes22@yahoo.com - (347) 4692183

Contents:

1. Online Application
2. Attachment: Resume
3. Attachment: Transcripts

Prepared for: Anne Phelan
Waterbury Public Schools
Feb 16, 2017 8:26 AM

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Personal Data

Name: Ms. Sabrina K Forbes
 (Title) (First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: N/A N N/A
 (Title) (First) (Middle Initial) (Last)

Email Address: sabrina_forbes22@yahoo.com

Postal Address

Permanent Address	Present Address (until Permanently)
Number & Street: 252 wilkenda Avenue	Number & Street: 252 Wilkenda Ave
Apt. Number:	Apt. Number:
City: Waterbury	City: Waterbury
State/Province: CT	State/Province: CT
Zip/Postal Code: 06708	Zip/Postal Code: 06708-3656
Country: United States of America	Country: United States of America
Daytime Phone: (347) 4692183	Phone Number: (347) 4692183
Home/Cell Phone: (475) 235-4456	

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 917 Early Childhood Education (ECE): Classroom Assistant at Districtwide	2/6/2017	2 years
JobID: 880 Early Childhood Education (ECE): Substitute Classroom Assistant at Multiple Schools	2/6/2017	1 year
JobID: 876 Student Support Services: Substitute Recreation Specialist - BOE at Districtwide	2/6/2017	-
JobID: 811 UNIFIED ARTS: Library Media Specialist at Districtwide	2/6/2017	-

Closed Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 883 Early Childhood Education (ECE): Classroom Assistant at Multiple Locations	Not Submitted	2 years
JobID: 828 Office: Professional & Clerical: Grants Specialist	Not Submitted	years

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Special touch homecare care Services HHA		2091 Coney Island Avenue Brooklyn, NY 11223 7186271122		Rose 7186271122 Rose.specialtouchhomecare@aol.com	
Date From - Date To:	10/2013 - 09/2016	Full or Part Time:	Part	Last Annual Salary:	24,000
Reason for Leaving:	Currently employed				
May we contact this employer?	Yes				
Responsibilities/Accomplishments	Take care of the elderly provide a safe clean and productive environment for them. Work closely with a nurse to ensure they maintain a healthy lifestyle take medications stick to there dietary plan and assist them with taste				

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Experience Continued

Responsibilities/ Accomplishments at this Position continued...
that they cannot do for themselves.

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Target Guest service team member		1598 Flatbush Avenue Brooklyn, Ny 11210 7186375005		Wesley Walker 7186375005 WelsleyWalker@gmail.com	
Date From - Date To:	12/2012 - 08/2013	Full or Part Time:	Full	Last Annual Salary:	8000
Reason for Leaving:	Lack of opportunity for growth and development. Hours and pay was insufficient to provide for family				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Provide guest with a fast fun and friendly shopping experience. Perform refunds exchanges or sale transactions. Help guest to locate items within the store or other chains.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
St. ALOYSIUS Primary School Grade 2 class teacher		Duke Street Kingston jamaica, Ja 867 876 917-7582		Mrs Campbell 876-918-2245 MerleneCampbell@yahoo.com	
Date From - Date To:	01/2010 - 06/2012	Full or Part Time:	Full	Last Annual Salary:	167,000
Reason for Leaving:	Migrated				
May we contact this employer?	Yes				
Responsibilities/ Accomplishments at this Position	Teach students from approved lesson plans Provide them with opportunity for growth and development. Ensure their safety Teach them how to relate to their peers Provide opportunity to explore and realize their abilities				

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Camperdown High School. Kingston Jamaica
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
NY - City University of New York, Hunter College	01/2016 01/9999	Psychology Hrs:	Social Work Hrs:		01/9999
St. Joseph's Teachers' College	09/2007 10/2010	Education Hrs:	Literacy Hrs:	Diploma in Primary Education	12/2010
Manhattan Institute	03/2016 05/2016	Phlebotomy Technician Hrs:	Hrs:		01/9999

	Undergraduate	Graduate
Overall GPA	/4	/4
Major GPA	/4	/4
Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
Associates		

List honors, awards or distinctions you have earned:

Certification

Do you hold National Board for Professional Teaching Standards certification? **No**

Do you hold or anticipate a Connecticut certificate? **No**

* Have you applied for a Connecticut certificate? **No**

* List the date you applied for certification:

* Have you received a deficiency statement? **No**

If pending, date test taken

* Have you passed the Basic Skills Exam? **No**

* Have you passed the Content Area Exam? **No**

Do you hold a current out-of-state certificate? **No**

State	Type	Certificate Number	Expiration Date	Current?

List your out-of-state certified teaching/administration fields:

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Describe the skills or attributes you believe are necessary to be an outstanding teacher.

Skills and attributes that is needed to be an outstanding teacher are:

Compassion

Selflessness

Passion for learning and teaching others

The drive to see others succeed

Be supportive

2. How would you address a wide range of skills and abilities in your classroom?

I would treat each child as their own individual.

Acknowledge their strengths and help them to improve areas of weakness.

I would encourage them to be kind and treat others as they would like to be treated.

3. Please provide a brief statement of your educational philosophy and your long range goals in education.

My philosophy on education is that every child deserves a fair chance to succeed in school. In my classroom I will encourage students to unlock their full potential and provide them opportunity for growth and development. No child will be left behind or feel unimportant because I will encourage team work, team building for the betterment of every student I am blessed with the chance of guiding and teaching.

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Please explain how your past personal and professional experience make you a quality candidate for the position for which you are applying.

I was a teacher in Jamaica for 2 years after migrating to the US. I tried other jobs but none has made me as happy as I was when I was teaching in Jamaica. I had my children to come to work to in the morning. I enjoyed seeing them. I enjoyed seeing the spark in their eyes whenever they learnt something new fun or exciting. I missed feeling that sense of pride that sense of accomplishment that I'm contributing to the development of someone else's life.

I applied to go back to school tomorrow Hunter to pursue my degree in Psychology and minor in Social work. Hoping that after I complete my degree, to go back into teaching and the classroom. I need to be around the kids they bring with them so much life and passion and eagerness to learn. The place that made me the happiest and gave me a sense of accomplishment.

Statement

Tip: Use your word processor to copy and paste in your answers. Copy your answers from the word processor and then hit CTRL+V for PC or OpenApple+V for Mac to paste.

1. Describe the skills or attributes you believe are necessary to be outstanding when working in student support services.

Understanding.

Non biased

Firm

A big open heart

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

1. Describe the skills or attributes you believe are necessary to be outstanding when working in student support services.

Open minded

2. How would you address a wide range of issues in your groups?

To address wide ranges of issues within my group of children. I would have an open door policy where my children if having any issues, whether it be social economical, mental whatever the case feel comfortable enough to talk to me and we see how best we can help address the situation.

I will offer additional tutoring services or after school classes for students that I see are struggling or falling behind. These services will be free to any child that needs them and wishes to participate.

I will be firm AND clearly convey to my children that in the school we don't accept bullying or making any of our peers feel unappreciated, unloved or unwanted. That school should be fun and friendly.

Language Skills

Do you know any language other than English? Yes

Language(s): Spanish
Oral Level: Polite
Written Level: Polite

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Ms. Rose	Dr. Aqua
School/Org:	Special Touch HOME CARE Services	Manhattan Institute
Current Position:	Supervisor	Instructor
Home Phone:	7186271122	
Cell Phone:	7186271122	
Work Phone:	7186271122	
Mailing Address:	2091 Coney Island Avenue	
Email:	ROSE.SPECIALTOUCHHOMECARE@AOL.COM	
Relationship to Candidate:	Supervisor	Teacher
Years Known:	3yrs	1
	Reference 3 of 3	
Name:	Wesley Walker	
School/Org:	Target	
Current Position:	Supervisor	
Home Phone:	3472678228	
Cell Phone:		
Work Phone:		
Mailing Address:	Wesleywalker@gmail.com	
Email:		
Relationship to Candidate:	Supervisor	
Years Known:	4+	

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Referrals

How did you hear about employment with us?

District Employee

Present Assignment

School

Bunker Hill

Grade

☒ PreK

☒ Kindergarten

☒ 2nd

Subject(s)/Content Area(s)

Assignment Choice

Please indicate School Choice

☒ Reed

☒ Gilmartin

☒ Duggan

☒ Carrington

☒ Walsh

☒ District

☒ Rotella

☒ Walsh

☒ District

Qualifications

Please list any additional experience or qualifications you have for consideration of this position.

Additional Information

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Disclosures

Contract Status

- * Are you currently under contract?
If Yes, which district?
If Yes, when does it expire?
When may your present employer be contacted?

No

Professional Status

- * Have you obtained tenure status in any other School District?
If Yes, where?
If Yes, when?
- * Have you ever been denied tenure?

No

No

If Yes, explain:

- * Have you ever had a teaching certificate or teaching license revoked or suspended?

No

If Yes, explain:

- * Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

- * Are you a relative of any board member, administrator, or supervisor who is currently serving the School District?

Name:

Position:

Relationship:

No

- * Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

List any accommodations:

Retiree Status

Connecticut law places certain restrictions on the employment of individuals who are collecting benefits from the State Teachers Retirement System.

If you are currently collecting such benefits, or have applied for such benefits, please indicate here:

-

Waterbury Public Schools Online Application

Forbes, Sabrina - AppNo: 9268

Date Submitted: 2/6/2017

Disclosures continued

The Waterbury Public Schools have a vital interest in providing its employees with a safe, healthful and efficient work environment. It is the City's policy to maintain a work place free from drug and/or alcohol misuse and abuse. Employment will be subject to a satisfactory background check, a post-offer medical examination (if required for the position that is offered) and a drug screening in accordance with state and federal law. Your agreement with this form is your consent to the drug test.

* I agree

Yes

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Waterbury Public Schools is an Equal Opportunity Employer. Waterbury Public Schools ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Waterbury Public Schools has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

I certify that all statements made by me on this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that if I make any misstatements or omissions of fact, I am subject to disqualification or dismissal and to such other penalties prescribed by law or Civil Service Rules and Regulations.

I voluntarily give the Civil Service Commission of the City of Waterbury, CT, or its duly authorized representative the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation, and release from all liability or responsibility all persons, companies, or corporations supplying such information.

I, Sabrina Forbes, agree to all of the terms above.

☒ I agree

Communications



Packet week ending: 2/22/17

Carrie Swain

From: Theresa DeMars <noreply@embrams-mail.com>
Sent: Friday, January 20, 2017 7:03 AM
To: Carrie Swain
Subject: CABA Policy Highlights 1-20-2017
Attachments: January 20 2017.pdf



Hello,

Attached you will find CABA's Policy Highlights Publication for January 20, 2017. Policy Highlights are designed to contain informative topics of interest for your district.

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

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

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

Connecticut Association of Boards of Education
81 Wolcott Hill Road
Wethersfield, CT 06109
Phone 860-571-7446 ~ Fax 860-571-7452



Connecticut Association of Boards of Education

Vincent A. Mustaro, Senior Staff Associate for Policy Services

PRESENTS POLICY HIGHLIGHTS

January 20, 2017

Volume 16 – Issue #15

DPH Issues Reminder Notification for Green Cleaning: The Connecticut Department of Public Health (DPH) recently issued a “Guidance Document (Guidance)” titled “Green Cleaning Information for School Administrators, Staff and Parents.” The Guidance refers to Connecticut legislation passed in 2009, P.A. 09-81, “An Act Concerning Green Cleaning Products in Schools.” The DPH Guidance stresses the need for school districts to have the cooperation of staff and parents to both comply with the law and to protect the health of students and staff.

The Act states, “On or before July 1, 2011, each local and regional board of education shall implement a green cleaning program for the cleaning and maintenance of school buildings and facilities in its district. No person shall use a cleaning product inside a school unless such cleaning product meets guidelines or environmental standards set by a national or international environmental certification program approved by the Department of Administrative Services, in consultation with the Commissioner of Environmental Protection. Such cleaning product shall, to the maximum extent possible, minimize the potential harmful impact on human health and the environment.”

The statute also indicated, “On or before October 1, 2010, each local and regional board of education shall provide the staff of each school and, upon request, the parents and guardians of each child enrolled in each school with a written statement of the school district's green cleaning program. Each local or regional board of education shall make such notice, as well as the report submitted to the Department of Education pursuant to subsection (a) of section 10-220 of the general statutes, as amended by this act, available on its web site and the web site of each school under such board's jurisdiction.”

Also, “No parent, guardian, teacher or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize or disinfect.”

This requirement means that the custodial staff will use cleaners that are less toxic. These green cleaners have been certified by an independent third-party (Green Seal: <http://greenseal.org> or Eco-Logo: <http://www.ecologo.org/en/index.asp>) to make sure that the health and environmental effects from their use are reduced.

DPH believes this change will mean improved health for school occupants by reducing children's, teacher's, custodian's and other staff's exposure to toxic chemicals and asthma triggers that can be found in cleaning products. These include bleach, phenols, and ammonia often found in many over-the-counter general-purpose cleaners.

As previously indicated, the law bans teachers and staff from bringing in their own cleaners, including sanitizers and disinfectants, or deodorizers, and parents and parent groups from sending in such products with their child/children. These products often have harmful ingredients that can cause health problems, especially for people with asthma and other respiratory problems. The best way to prevent germs from spreading is to use soap and water or, if unavailable, use the school approved hand sanitizer.

The DPH Guidance further indicates that the facilities and custodial staff must be aware of all chemicals used in the schools. They have been trained to use the best cleaner for the situation and/or location. This includes the use of disinfectants in the bathrooms, sanitizers in the kitchen and general-purpose cleaners in the classroom. The nurse's office has a separate procedure. If there is a particular illness outbreak, then sanitizers and disinfectants may be used in areas that might be contaminated. Only the trained custodial and nursing staff should handle disinfectants. The Guidance recommends that the school provide teachers with small pump bottles (labeled with the product name and any health hazard) of the approved green cleaner to use in the classroom.

Parents/guardians and staff should be able to find the following green cleaning information on the district's website or get the information by request:

- types and names of cleaning products that are better for the environment;
- where such cleaning products are used in the school buildings and facilities;
- schedule of when such cleaning products are used in the school buildings and facilities;
- name of the school administrator, or a designee, for further information;
- the statement prohibiting parents, guardians, teachers or staff member bringing in cleaners;

Source: DPH Guidance Document, "Green Cleaning Information for School Administrators, Staff and Parents."

Policy Implications: As indicated school districts must provide an annual written statement notifying staff and, if they request it, parents or guardians of enrolled students of the green cleaning program. Districts must publish notice of the program on the board of education's and each school's website or, if there is no website, publicize it in another way. They must also notify parents or guardians of transfer students and newly hired staff about the program.

P.A. 09-81 also amended C.G.S. 10-220, "Duties of boards of education," by adding the language, "*shall adopt and implement a green cleaning program, pursuant to section 1 of this act, which* provides for the procurement and use of environmentally preferable cleaning products in school buildings and facilities." This amendment also adds this program to the biennial reporting requirement or reporting to the Commissioner of Education on the conditions of the district facilities, action taken to implement the district's long-term school building program, and air quality program.

Policy #3524.2, "Green Cleaning Program," pertains to this law and topic. This is considered a recommended policy for inclusion in a district's policy manual.

Research Findings on Ability Grouping and Acceleration: "Ability grouping has been one of the most controversial educational practices for more than a century," say Saiying Steenbergen-Hu and Paula Olszewski-Kubilius (Northwestern University) and Matthew Makel (Duke University) in an article in *Review of Educational Research*. "[T]he practical implications of ability grouping are profound. Ability grouping policies and practices affect students' experiences in school, including the courses they take, the curricula they receive, the peers with whom they learn, and the teachers who provide instruction."

The authors summarize 100 years of research on the effect of acceleration and four kinds of ability grouping on student achievement. Their conclusions:

- Within-class grouping (teachers differentiating instruction among several small groups) had moderately positive effects.
- Cross-grade grouping (students from different grade levels brought together to learn a particular subject or unit – e.g., the Joplin Plan for reading) had small-to-moderate benefits.
- These two forms of grouping benefited students with high, medium, and low achievement.
- Special grouping for gifted students (pullout or honors programs) was very helpful for those students.
- Between-class grouping showed only small benefits for students, but the authors believe previous studies underestimated its positive potential. (They note the vigorous critique of this kind of grouping, focused on negative effects for students in the lower achievement groups.)
- Acceleration (students skipping a grade or taking courses at a younger age than their peers) was the most beneficial of all.

“If such a long history of research shows the effectiveness of most types of ability grouping and acceleration,” conclude Steenbergen-Hu, Makel, and Olszewski-Kubilius, “the question of why it is not more universally implemented looms large for educators, parents, and policy makers. Such questions are apt, especially given how eager we are as a society to find educational interventions that are effective and can be implemented on a large scale for relatively low costs.”

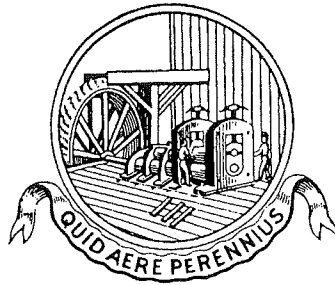
Source: “What One Hundred Years of Research Says About the Effects of Ability Grouping and Acceleration on K-12 Students’ Academic Achievement: Findings of Two Second-Order Meta-Analyses” by Saiying Steenbergen-Hu, Matthew Makel, and Paula Olszewski-Kubilius, in *Review of Educational Research*, December 2016 (Vol. 86, #4, p. 849-899), as summarized in Marshall Memo 668, January 9, 2017.

Policy Implications: Policy #6152, “Grouping for Instruction,” pertains to this issue. Several versions are available in addition to administrative regulations. This is a recommended, “good practice” policy for consideration and placement in the district’s policy manual. In addition, policy #5123, “Promotion/Acceleration/Retention,” pertains to this topic. This is a mandated policy for inclusion in a district’s policy manual.

Food for Thought:

“Time and energy are precious, *limited* resources, and if we squander them on too many initiatives or on the wrong ones, we will fail.”

Source: “The Power of Focus” by Mike Schmoker in *Principal Leadership*, January 2017 (Vol. 17, #3, p. 42-45),



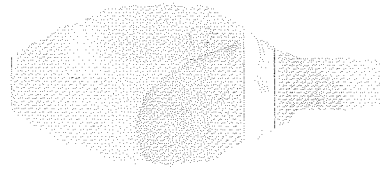
236 Grand Street
Waterbury, CT 06702

(203) 574-6761

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

January 26, 2017

Jesenia Jorge
21 Aetna St., #1
Waterbury, CT 06704



Dear Ms. Jorge:

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 #2016336) 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, February 2, 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 February 3, 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



WATERBURY

Public Schools

Today's Students. Tomorrow's Leaders

Melissa Baldwin

Special Education Department

236 Grand St. 2nd floor

Waterbury, CT 06702

203-574-8017

mbaldwin@waterbury.k12.ct.us

January 27, 2017

Honorable Board of Aldermen
City of Waterbury

And

Honorable Commissioners
Waterbury Board of Education

Re: Placement on file of a letter relating to the Contract between Robert Davis dba Summit Support Services and the City of Waterbury

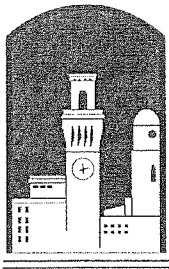
Dear Honorable Aldermen and Commissioners:

The Department of Special Education respectfully requests that the Honorable Boards receive and place on file the attached letter signed by Robert Brenker which informs the Boards of a change in the Abuse/Molestation insurance coverage in the above- referenced contract.

Respectfully Submitted,

Melissa Baldwin

Enc. letter



WATERBURY Public Schools

Today's Students, Tomorrow's Leaders

Robert C. Brenker
Director of Personnel
Waterbury Public Schools
236 Grand St., 3rd Floor
Waterbury, CT 06702

Phone: 203-597-3433 Fax: 203-574-6703
rbrenker@waterbury.k12.ct.us

January 26, 2017

Honorable Board of Aldermen
City of Waterbury, and
Honorable Commissioners
Waterbury Board of Education

Re: Rob Davis dba Summit Support Services contract with City of Waterbury

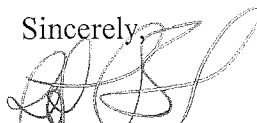
Dear Honorable Aldermen and Commissioners:

This letter shall serve to inform you of a change in the insurance requirement in the above reference contract as previously approved by the Board of Alderman and the Board of Education. The City had originally requested that Mr. Davis obtain abuse/molestation coverage in the amount of \$1,000,000. Despite contacting numerous insurance providers, Mr. Davis was not able to obtain the requested coverage due to the high cost. The Education Department, in conjunction with Mr. LoRusso, Treasury Manager, agreed to accept abuse/molestation insurance coverage in the amount of \$250,000. All other insurance coverage requested by the City was provided by Mr. Davis.

Mr. Davis is the selected proposer for RFP # 5443 for a Board Certified Behavior Analyst. The RFP did not contain specific insurance requirements. As with all terms of the contract, the insurance terms are subject to negotiations between the parties.

Mr. Davis' contract will be amended to reflect the agreed upon insurance coverage of \$250,000 for abuse/molestation.

Sincerely,



Robert C. Brenker

Carrie Swain

From: Theresa DeMars <noreply@embrams-mail.com>
Sent: Friday, February 03, 2017 7:03 AM
To: Carrie Swain
Subject: CAFE Policy Highlights 2-3-2017
Attachments: February 3 2017.pdf



Hello,

Attached you will find CAFE's Policy Highlights Publication for February 3, 2017. Policy Highlights are designed to contain informative topics of interest for your district.

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

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

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

Connecticut Association of Boards of Education
81 Wolcott Hill Road
Wethersfield, CT 06109
Phone 860-571-7446 ~ Fax 860-571-7452



Connecticut Association of Boards of Education

Vincent A. Mustaro, Senior Staff Associate for Policy Services

PRESENTS POLICY HIGHLIGHTS

February 3, 2017

Volume 16 – Issue #16

Fingerprinting and Criminal Justice Information Services: Connecticut requires that any person (teacher, administrator, special service staff member, teacher's aide, custodian, cafeteria employee, etc.) who is hired by a local or regional board of education submit to a state and national criminal history record check within the first 30 days of the date of employment.

The process includes the checking of fingerprints by the State Police Bureau of Identification and the F.B.I. The results of the criminal history record checks (both state and federal) are reported to the employing school district.

A person may obtain fingerprint packets (including fingerprint cards) and have their fingerprints taken at a local board of education, a Regional Educational Service Center (RESC), local police department or the State Police Bureau of Identification.

The Federal Bureau of Investigation (FBI), through its "Criminal Justice Information Services (CJIS)" provides the data pertaining to the national criminal history record check, via the fingerprinting process.

The FBI considers departments of education and local school districts as "noncriminal justice agencies," which maintain criminal history record information (CHRI), a subset of criminal justice information (CJI). CHRI is defined as any notations or other written or electronic evidence of an arrest, detention, complaint, indictment, information or other formal criminal charge relating to an identifiable person that includes identifying information regarding the individual as well as the deposition of any charges.

This information (CHRI) is maintained in a number of ways such as by hard copy in case files or file cabinets, kept on email servers, individual desktops, and records management systems.

The FBI, in order to protect the privacy of the data made possible by the fingerprinting process in acquiring CJI, has established requirements for local school districts with which to comply. These requirements are detailed in the "FBI CJIS Security Policy, Version 5.5."

The FBI CJIS Security Policy requires all noncriminal justice agencies, such as school districts, to designate a Terminal Agency Coordinator (TAC) and a Local Agency Security Officer (LASO).

In addition, there are requirements, including but not limited to, pertaining to the location in which the information is maintained, request and use of the criminal justice information (CJI), maintenance and safeguarding of CJI, disclosure of CJI by permitted individuals, security incident response, record retention, disposal and destruction of CJI and training requirements.

Policy Implications: This has proven to be an extremely difficult topic to determine the necessary actions school districts need to take. The CABE Policy Service believes there are two possible approaches to consider. Federal and state agencies often use the term “policy” loosely and indicate they would like to see in a policy detail that actually is more appropriate for an administrative regulation.

The first approach is to consider the adoption of a new policy, #4112.52/4212.52, “Criminal History Record Information (CHRI). This policy is based upon a template originally developed by the Federal Bureau of Investigation (FBI) pertaining to this topic.

Another approach is to revise existing policy #4112.5/4212.5, “Security Check/Fingerprinting,” and its accompanying administrative regulation. Existing policy #4112.5/4212.5, can have the following language added, “Criminal Justice Information (CJI) is to be maintained in accordance with the administrative regulation pertaining to the use and disclosure of criminal justice information.” The administrative regulation, which accompanies this policy, can be updated to include a new section pertaining to the requirements of the FBI pertaining to criminal justice information.

CABE’s Policy Service prefers the approach of placing the detail into the administrative regulation. It is not necessary for a board of education to be involved with the amount of detail the FBI wants to see regarding the handling of CJI. It is sufficient for the board policy to indicate that CJI is to be handled in conformity with FBI’s security policy.

The new policy and amended existing policy and administrative regulation will be available when published in the next edition of the *Policy Update Service* publication. It is strongly recommended in dealing with this topic, that the district’s legal counsel also be consulted.

Name Change Impacting FERPA: New regulations have been issued in January by the U.S. Department of Education pertaining to the Family Educational Rights and Privacy Act (FERPA). The Department, through the new regulations, changed the name of the federal office that administers and enforces FERPA. The name has been changed, effective February 21, 2017, from the Family Policy Compliance Office (FPCO) to the Office of the Chief Privacy Officer (OCPO).

The change, per the commentary accompanying the new regulation published in the Federal Register (82 Fed. Reg. 6252) is “to allow the Department to more effectively make use of new resources dedicated to student privacy; to permit efficiencies relating to specialization of work; and to clarify responsibilities within the Department.”

Policy Implications: The rights of students and parents under FERPA and district obligations have not changed. Policy #5125, “Student Education Records,” pertains to this topic. The only modification required at this time is to modify the parental notice of rights to reflect the change from FPCO to OCPO.

Wellness Policy Update Required: Each local educational agency that participates in the National School Lunch Program or other federal Child Nutrition programs has been required by federal law to establish a local school wellness policy for all schools under its jurisdiction. A local school wellness policy (“wellness policy”) is a written document that guides a school district’s efforts to establish a school environment that promotes students’ health, well-being, and ability to learn.

The wellness policy requirement was established by the Child Nutrition and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Reauthorization Act of 2004 and further strengthened by the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). It requires each LEA participating in the National School Lunch Program and/or School Breakfast Program to develop a wellness policy. The final rule recently issued by the Department of Agriculture's Food and Nutrition Service (FNS) expands the requirements to strengthen policies and increase transparency.

The final rule requires school districts to begin developing a revised local school wellness policy during the current school year. Districts must fully comply with the requirements of the final rule by June 30, 2017. The new rule expands and clarifies the required elements of the wellness policy. They must now address "non-sold" foods and beverages that are available to students during the school day. Only food and beverage items that meet the federal nutrition standards for the lunch or breakfast programs may be sold to students during the school day.

The new rules also impose many new requirements pertaining to goal setting, use of evidence-based strategies, assessment of policy implementation, public information, public involvement, and documented recordkeeping.

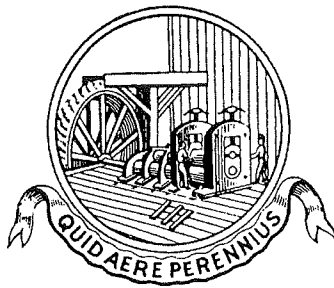
At a minimum, districts must permit participation by the general public and the school community (including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, and school administrators) in the development, revision, and updating of the local wellness policy.

The FNS rule also requires that the Connecticut State Department of Education to review local school wellness policies as part of a triannual review process. The first review begins in the new school year, 2017-2018.

Policy Implications: Policy #6142.101, "School Nutrition and Physical Activity (School Wellness)," is impacted by the issuance of the final rule. This is a mandated policy for inclusion in a district's policy manual. CAFE's material was previously revised in October 2014 in order to be compliant with the U.S. Department of Agriculture's interim final rule and Connecticut's Connecticut Nutrition Standards.

Due to the issuance of the final rule, during this school year, CAFE has revised its model policy and accompanying administrative regulation pertaining to this topic. Districts are required by the new final rule to complete the revision of their existing wellness policy by June 30, 2017. The CAFE Policy Department revised its models plans with the assistance of members of the Rudd Center for Food Policy and Obesity, the American Heart Association and the State Department of Education.

CAFE's sample material, available upon request, must be viewed as a starting point in the development or revision of the wellness policy and its accompanying administrative regulation. The process must involve a broad cadre of individuals in its development. The local policy must be a culmination of a documented committee process.



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut

Department of Human Resources
Office of the Civil Service Commission
January 31, 2017

Alma Murillo
342 Knollwood Circle
Waterbury, CT 06704

Dear Ms. Murillo:

Congratulations on your new position with the City of Waterbury. Your name is being certified to the Education Department - Food Service for the position of Food Service Helper (Req. #2017362) at \$12.71 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.

We have scheduled your orientation for Thursday, February 2, 2017 at 9:30 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 February 3, 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.

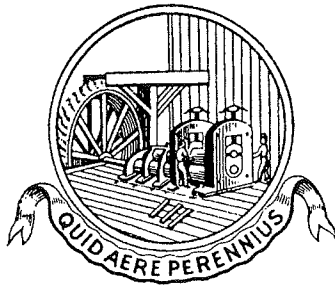
Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist
CSF/sd

cc Board of Education,
Linda Franzese, Director of Food Service,
Dr. Ouellette, Supt. Of Schools



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

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

February 6, 2017

Ryan Curtis
67 Altyre St.
Waterbury, CT 06705

Dear Mr. Curtis:

We are pleased to receive your acceptance of our offer of temporary and at will employment for the position of Temporary Maintainer I for the Education Department (REQ#2017424.)

In this position your starting compensation will be \$14.48 per hour for a total of 40 hours per week. Please be advised that this offer is for a period of time not to exceed twelve (12) months in duration.

We have scheduled your orientation for Thursday, February 16, 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 February 17, 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. Please call us prior to the orientation session if you should have any questions.

We look forward to working with you.

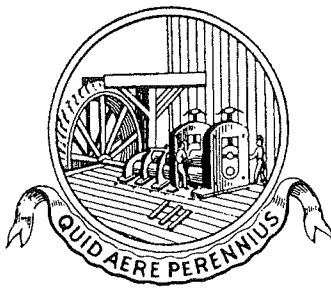
Again, welcome to the City of Waterbury.

Sincerely,

Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc: Board of Education
Dr. Ouellette, Supt. of Schools
Shannon Sullivan, School Inspector



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut

Department of Human Resources
Office of the Civil Service Commission

February 10, 2017

Irene Vitvitsky
99 Midfield Dr., Apt. 9
Waterbury, CT 06705

Dear Ms. Vitvitsky:

We are pleased to receive your acceptance of our offer of employment for the position of Lunch Aide – West Side Middle School for the Department of Education – Food Service (Requisition #2017108) 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, February 16, 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 February 17, 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.

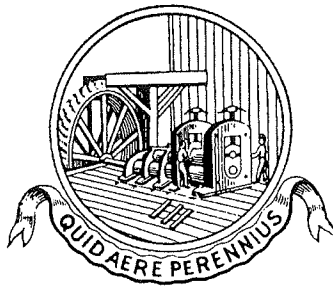
Again, welcome to the City of Waterbury.

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

February 10, 2017

Omaris Colon
207 Dorchester Ave.
Waterbury, CT 06704

Dear Ms. Colon:

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 #2017278) 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, February 16, 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 February 17, 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.

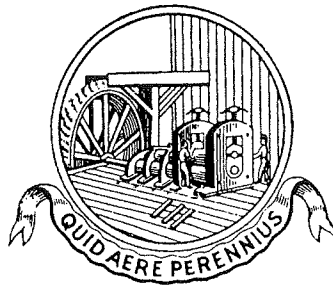
Again, welcome to the City of Waterbury.

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

February 10, 2017

Edlira Dusha
33 Norton St.
Waterbury, CT 06708

Dear Ms. Dusha:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2017214) at \$16.36 per hour. Please contact Melissa Baldwin, Acting 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, February 16, 2017 at 9:30 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 February 17, 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.

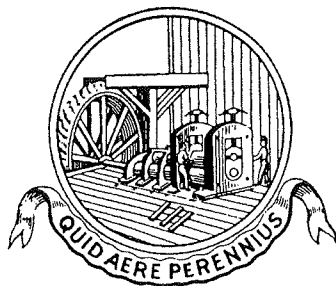
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

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, Acting 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

February 13, 2017

Dolores Cretella
167 Osborn Rd.
Naugatuck, CT 06770

Dear Ms. Cretella:

We are pleased to receive your acceptance of our offer of employment for the position of Office Aide for the Education Department – Duggan Elementary School (Requisition #2017386) at \$10.10 per hour.

We have scheduled your orientation for Thursday, February 16, 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 the Duggan School will be February 17, 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.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the SEIU contract for other available fringe benefits by visiting our website at www.waterburyct.org.

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,

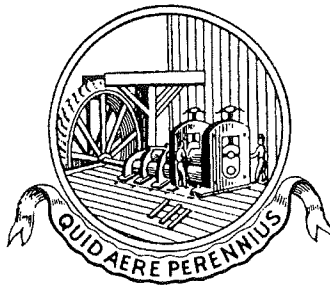
Carlyne St. Felix
Human Resources Generalist

CSF/sd

cc: Board of Education

Dr. Ouellette, Supt. of Schools

Patricia Frageau, Principal @ Duggan Elem Schl



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut

Department of Human Resources
Office of the Civil Service Commission

February 13, 2017

Nera Clemente
896 Cooke St.
Waterbury, CT 06704

Dear Ms. Clemente:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2017250) at \$16.36 per hour. Please contact Melissa Baldwin, Acting 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, March 2, 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 March 3, 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.

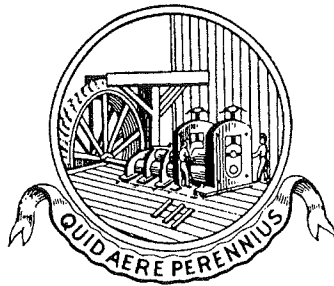
Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

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, Acting 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

February 13, 2017

Diana Pizarro
41 Dunbar St., Unit #9
Waterbury, CT 06705

Dear Ms. Pizarro:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Paraprofessional (Req. #2017236) at \$16.36 per hour. Please contact Melissa Baldwin, Acting 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, February 16, 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 February 17, 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, Acting Director of Spec Educ

Carrie Swain

From: Theresa DeMars <noreply@embrams-mail.com>
Sent: Friday, February 17, 2017 7:04 AM
To: Carrie Swain
Subject: CAFE Policy Highlights 2/17/2017
Attachments: February 17 2017.pdf



Hello,

Attached you will find CAFE's Policy Highlights Publication for February 17, 2017. Policy Highlights are designed to contain informative topics of interest for your district.

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

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

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

Connecticut Association of Boards of Education
81 Wolcott Hill Road
Wethersfield, CT 06109
Phone 860-571-7446 ~ Fax 860-571-7452



Connecticut Association of Boards of Education

Vincent A. Mustaro, Senior Staff Associate for Policy Services

PRESENTS POLICY HIGHLIGHTS

February 17, 2017

Volume 16 – Issue #17

A Century of Research Reviewed on Grading: In an article published in the *Review of Educational Research*, Susan Brookhart (Duquesne University), Thomas Guskey (University of Kentucky), Alex Bowers (Columbia University), James McMillan (Virginia Commonwealth University), Jeffrey Smith and Lisa Smith (University of Otago), and Michael Stevens and Megan Welsh (University of California/Davis) reviewed a century of research on grading practices.

The authors reported the following key conclusions:

- *Grades convey important information.* Over the years, grades have been maligned by researchers and psychometricians as subjective and unreliable measures of student achievement. The research indicated grades are useful indicators of things that matter to students, teachers, parents, schools, and communities, and they are more accurate predictors of high-school completion and transition to college than standardized test scores. Further, when grades are aggregated from individual pieces of student work to report card or course grades and GPA, their reliability increases.
- *Grades are multidimensional.* Grades often include non-cognitive information that teachers value, including effort, motivation, improvement, work habits, attention, engagement, participation, and behavior. The authors indicate that's probably why grades are more accurate than test scores at predicting future success. It's now clear that non-cognitive factors play an important role, "Although non-cognitive skills may help students develop cognitive skills," say the authors, "the reverse is not true". Teachers typically distinguish between non-cognitive factors and academic ability on the one hand and other factors they believe should *not* be factors in grading: gender, socioeconomic status, and personality.
- *Grades have a subjective element.* Teacher's personal values including a desire to help all students be successful and wanting to be fair is a factor. "Although measurement experts and professional developers may wish grades were unadulterated measures of what students have learned and are able to do," say the authors, "strong evidence indicates that they are not." Researchers have attributed variations in teachers' grades to such factors as the rigor of the learning task; the actual quality of student work; the grading criteria; the grading scale; how strict or lenient the teacher was; and teacher error.
- *Transparency is important.* When teachers aren't clear with students, parents, and colleagues about what goes into grades, problems arise. This can result in grades conveying inaccurate and misleading information.

Grading practices have improved. Early researchers found fault with teachers for giving different grades to the same piece of student work. However, teachers in those earlier studies have shown that with clear rubrics and proper training, an impressive level of inter-rater reliability can be achieved.

- *Grades are only the tip of the iceberg.* What could explain why students who tried hard didn't master the intended learning outcomes? There are several possibilities:
 - The learning goals were developmentally inappropriate.
 - Students lacked readiness or appropriate prior instruction to master the material.
 - The teacher didn't make clear what students were expected to learn.
 - The curriculum materials weren't appropriate.
 - The teacher didn't instruct students in appropriate ways, including using formative assessments to catch learning problems and help struggling students in real time.

The authors conclude "Research focusing solely on grades typically misses antecedent causes. Future research should make these connections... Investigating grading in the larger context of instruction and assessment will help focus research on important sources and causes of invalid or unreliable grading decisions."

Source: "A Century of Grading Research: Meaning and Value in the Most Common Educational Measure" by Susan Brookhart, Thomas Guskey, Alex Bowers, James McMillan, Jeffrey Smith and Lisa Smith, Michael Stevens, and Megan Welsh in *Review of Educational Research*, December 2016 (Vol. 86, #4, p. 803-848), as summarized in *Marshall Memo 667*, January 2, 2017

Policy Implications: There are several policies pertaining to this topic. They are as follows:

- #6146.1 – Grading/Assessment Systems
- #6146.11 – Grade Weighting/Class Ranking
- #6146.111 – Uniform System for Assignment and Changing of Student Grades
- #6146.13 – Multiple Pathways
- #6147 – Evaluating Student Performance
- #5124 – Reporting to Parents

Policy #6146.1 is a mandatory policy (C.G.S. 10-220g) for inclusion in a district's manual. School systems must have a written policy concerning weighted grading for honors and advanced placement classes. Such policy must provide parents/guardians information regarding whether grades in such courses are or are not given added weight for purposes of calculating grade point average or class rank. This information, in some districts, is provided in a separate policy, #6146.11. There are no other state laws pertaining to this topic. Therefore, teachers have the professional responsibility regarding the assignment of grades. There is no statutory process for the review and/or appeal of such grades. However, a teacher may be held accountable for inappropriate or unfair grading practices.

Occasions may arise when a grade is question and a school administrator determines that the grade was unfairly given and should be changed. Policy #6146.111 relates to this issue.

Policy #6146.13 is a policy used in a mastery-based proficiency instructional model. In such a model, students need to be offered a variety of learning options that allow them to demonstrate proficiency on expected learning standards, earning of academic credit and to satisfy graduation requirements.

The Issue of Class Rank: Officials at some high schools have ended traditional class rankings to encourage students to enroll in courses based on their interests. Most colleges use selection criteria that prioritize academic rigor over class rank, so the change is not expected to limit students' options, said Heather Phipps, Associate Superintendent at Millard Public Schools in Nebraska. As a result, the District is switching to a college-like ranking system that designates graduates as magna cum laude, summa cum laude and cum laude.

The administration in the District found that students were loading their school-year schedules with honors and AP classes, and taking during the summer the required, unweighted courses. The administration wants students to choose courses based on their interests and skills, not because they're weighted and will result in a higher GPA. The Millard administration found, as a result of their study of the issue, that most colleges and universities now have complex selection procedures that prioritize the academic rigor of high school courses and other factors over class rank.

Rankings can actually hurt students when they apply to college, according to James Scanlon, Superintendent of the West Chester School District near Philadelphia. For example, a college admissions officer may not think as highly of a student who finishes No. 25, compared to placing in the top 10, even if it's in a high-achieving district, states Scanlon. Starting in 2017-2018, that school district will no longer rank students. Scanlon stated "It's still important to have high expectations and we still want to offer high-level classes, but there's a lot of pressure on kids and we don't need to add to that by creating this false number."

Source: "Schools Try to Remove Stress of Class Rankings," by Matt Zalaznick, *District Administrator*, January 26, 2017.

Policy Implications: Class rank has become a hot button issue. Nationwide, many are considering its abolishment. In most high schools, students are ranked according to their cumulative grade-point average (GPA). The manner in which GPAs are calculated varies by school district. Some high schools consider grades from all of a student's courses, while others include courses only in designated academic areas. In addition, some schools assign equal weight to grades from all courses while others attach a higher value to grades achieved in courses that are more academically challenging, such as honors courses or AP courses.

Some believe that class ranking is necessary because colleges and universities require the information for admission decisions. However, that is not as prevalent today. College university admission officers now recognize the striking differences in student population in high schools from around the country. College admission officers now report a steep decline in the number of applicants who come from schools that rank students. Less than half of American high schools still report class rank on student transcripts. David Hawkins, Executive Director of Educational Content and Policy at the National Association of College Admissions Counselors stated, "The most important reason that class rank is on the decline is because it really isn't a direct measure of student achievement." Colleges and universities are relying less on class rank because they want to see more clearly how well students have done in a good, strong high school curriculum. Moreover, as more schools move toward a competency-based standards instructional program, grades need to be determined by student growth and progress and the ability to demonstrate proficiency, in a multiple of ways, in a subject area.

In short, there is a growing trend among high schools to do away with class ranking and to try to shift the focus from grades to pursuing an all-around education. Currently, according to the National Association of Secondary School Principals (NASSP) there are conflicting trends relating to the reporting of class rank. This is a decision for local boards of education.

Connecticut school districts are also examining the issue of class rank. Some Connecticut boards of education have made the decision to eliminate the practice. These include, but not limited to, Berlin, East Lyme and Glastonbury.

As stated previously, Connecticut law is relatively silent on grading practices. The only requirement is that boards must have a written policy concerning weighted grading for honors and advanced placement classes. The policy must indicate whether grades in such courses are or are not given added weight for purposes of calculating grade point average or class rank, if the district utilizes the practice. Policy #6146.1 or #6146.11 can fulfill this mandate.

Food for Thought:

“Teachers deserve a workday and a work year that has instruction at its core but builds in time for planning, personal learning, and collaboration.”

Source: Joan Richardson in “Time to Learn, Time to Teach” in *Phi Delta Kappan*, December 2016/January 2017.