## Waterbury Board of Education

STORE BERLEVILLE

THE CITY OF WATERBURY 236 Grand Street & Waterbury, CT 06702 &

203-574-8009

### MEMORANDUM

**FROM:** Carrie A. Swain, Clerk **DATE:** May 24, 2016

**Board of Education** 

**TO:** Michael J. Dalton, City Clerk

**SUBJECT:** Notice of Committee Meetings – Thursday, May 26, 2016,

5:30 p.m., Waterbury Arts Magnet School, Media Center

Notice of Regular Meeting – Thursday, June 2, 2016 6:30 p.m., Waterbury Arts Magnet School, Atrium

### 

The Committees of the Board of Education will meet on Thursday, May 26, 2016, 5:30 p.m., Waterbury Arts Magnet School, Media Center, 16 South Elm Street, Waterbury, CT.

### AGENDA

### **SILENT PRAYER**

### PLEDGE ALLEGIANCE TO THE FLAG

- 1. <u>Committee of the Whole/5 minutes</u> ~ Request approval to conduct a High School Senior Substance Abuse and Use Exit Survey [BFC: n/a] J. Gorman.
- 2. <u>Committee of the Whole/5 minutes</u>  $\sim$  Waterbury Teachers Association [BFC: n/a] (no backup) K Egan.
- 3. <u>Committee on Finance/5 minutes</u> ~ Request approval of the submission of the Connecticut Community Foundation Early Care & Education Grant [BFC: n/a] D. Schwartz.
- 4. <u>Committee of the Whole/5 minutes</u> ~ Discussion: Early Childhood Education and School Readiness Programs/30-B Church Street [BFC: n/a] (no backup) D. Schwartz, et al.
- 5. <u>Committee on Building/5 minutes</u>  $\sim$  Request approval of the Educational Specifications for the proposed Wendell Cross School Addition & Renovation Project [BFC: n/a] R. Brenker, O & G Industries.
- 6. <u>Committee of the Whole/2 minutes</u> ~ Informational: Updated Board of Education's 2016 Meeting Schedule [BFC: n/a].
- 7. <u>Committee on Curriculum/2 minutes</u> ~ Request permission be granted to 1<sup>st</sup> Sgt. Wayne Violette, WHS, and three chaperones to take 20 students to Falmouth, MA from June 27 through July 1, 2016 to visit Camp Edwards and Otis Air Force Base [BFC: G2/01].
- 8. <u>Committee on Curriculum/2 minutes</u> ~ Notice of date change from May 26, 2016 to May 27, 2016 of a previously approved field trip of Theresa Gionfriddo, CHS, and five chaperones to take 40 students to Agawam, MA to visit Six Flags (no backup).
- 9. <u>Committee on School Facilities & Grounds/5 minutes</u> ~ Use of school facilities by school organizations and/or City departments [BFC: n/a].

- *Committee on School Facilities & Grounds/5 minutes* ~ Use of school facilities 10. by outside organization and/or waiver requests [BFC: n/a].
- 11. Superintendent's Notification to the Board/5 minutes: [BFC: n/a]
  - a. Athletic appointments effective immediately: Laudisi, Lori – Intramural Tennis Coach, Driggs. McDonald, Ryan - Temporary JV Boys Soccer, WCA. Monroe, Michael - Freshman Baseball Coach, WHS. Petrosky, Dan – Assistant Football Coach, WCA. Vecca, David - Varsity Boys Soccer, WCA.
  - b. Maloney Magnet School Summer School appointments, contingent upon enrollment, salary according to individual's contract:

Administrator – Donna Cullen

Teacher Leader/Admin Substitute - Ann Drewry

Curriculum Support – Margaret Palomba

Secretary – Anna Perugini

Admin. Support Specialist – Shanna Zawislak

Computer Technician - Dale Denning

### *Teachers:*

Erin Fogarty

Terri Daly Siobhan Kalnins Cherie Couture Marlene Madera David Couture Katie Pino Barbara Moulthrop Jennifer Hibbs Melissa Thompson Branden Strileckis Esther D'Esposito Andrew Dunn Dana Cancro (Sub)

Leah Grabowski (sub)

c. Extended School Year (ESY) appointments, contingent upon enrollment, salary according to individual's contract:

Alzira Egan (Sub)

<u>Paraprofessionals</u>			
Last Name	First Name		
Alicea	Luz		
Alonso	Miriam		
Andrikis	Robin		
Avalos	Michelle		
Barton	Claris		
Bassett	Stacey		
Battle Sr	Stanley		
Blake	Felicia		
Burns	James		
Butterworth	Donna		
Cacho-Zuniga	Lurbin		
Canfield	Kelley		
Champagne	Tammy		
Cianciolo	Ann		
Cocchiola	Kaitlyn		
Coit	Tracy		
Colangelo	Sharon		
Cosme	Iris		
Coviello	Catherine		
Del Moral	Denise		
Dickson-Beauford	Sandra		
Dover	Ena		
Drost	Mary		
Dunlap	Laura		
Edwards	Jacqueline		
Farina	Cheryl		
Farrington	Gina		
Feliciano	Jasmin		

Ferguson-Perason	Robin		
Ferrucci	Michelle		
Fields	Regina		
Fisher	Deborah		
Fisher			
Forestier	Tawana Sarah		
	Kendra		
Franks			
Garcia	Haydee		
Gee	Kathleen		
George	Kendra		
Gibson	Karri		
Giron-Ruiz	Jenny		
Graveline	Anne		
Hailey	Laquasia		
Harris	Latonia		
Harrison	Arthur		
Hensley	Zinnia		
Heppenstall	April		
Hoxha	Kozeta		
Hunter	Beverley		
Hutchison	Marie		
Ivers	Elizabeth		
James	Rebecca		
Johnson	Ferba		
Jordan	Sally		
Kasidas	Kerrie		
Knighton	Drewena		
Korbusieski	Natalia		
Kuci Tela	Zade		
LaClaustra	Maria		
LaFountain	Amy		
Lopez	Marlene		
Maalnnis	Mary Jane		
Marcano	Daria		
Marchetti	Michelle		
Martinez	Joseph		
McDonald	Barbara		
Mondak	Sherryl		
Monteiro	Greta		
Mullen-Gillyard	Vickie		
Nicholas	Aurea		
Nowell	Delores		
O'Donnell	Jacklyn		
Orsatti	Donna		
Painter	Cynthia		
Palermo	Sandra		
Perez	Oscar		
Perez (Ciaciolo)	Melissa		
Perez Armendia	Maria		
Perniciaro	Laura		
Pizarro	Leugim		
Price	Deborah		
Rakagme	Karma		
Saaidi	Ilham		
Sampt	Krystle		
Scarduzio	Aimee		
Schless	Bonnie		
Scott	Rebecca		
Seely	Catherine		

Silver	Sarah		
Stamp	Shelley		
Sturdivant	Dolores		
Swain	Erica		
Sweatt	Sharon		
Sylvester	Christina		
Trotman	Tracey		
Urbaez	Elsa		
VanCott	Harold		
Vargas II	Suriel		
Velez	Mevelin		
Verrier	Marie		
Waldren	Dave		
Ward-Watson	Sarah		
Whidbee	Aubrey		
Williams	Monica		
Substitute Parapro	fessionals		
Levett	Latanya		
Rinaldi	Stephanie		
Santiago	Maritza		
SPECIAL EDUCATION	N TEACHERS/STAFF		
Special Ed Teachers			
Bacote	Tiffany		
Barbati	Donna		
Benedict	Elizabeth		
Brangi	Charlene		
Brown	Cara		
Burke	Heather		
Burns	Amy		
Calma	Marie		
Carrion	Stephanie		
Cyr	Jessica		
Delano	Teresa (Tess)		
DiFederico	Sharon		
Falcone	Brenda		
Felton	Margaret		
Ferrari	Patricia		
Jasiulevicius	Margaret		
Julian	Kate		
Justs	Patricia		
Lavalle	Alexa		
Lazenga	Blima		
LeClerc	Tracy		
LeVasseur	Justine		
Mancini	Laure-Lyne		
Murphy	Amy		
O'Leary	Ann		
Stolfi	Christine		
Sweeney	Sarah		
Tremblay	Kristin		
Vargas	Shirelle		
Wilson	Marines		
Zionts	Lenore		
Substitute Special E			
Hubbard	Medelisse		
Morris	Michaela		
Social Workers	_ ,		
Atkins	Debra		
Bandurski	Andrew		

Sign Language Interpreters				
Falzarano	Kathleen			
Stevens	Christina			
Speech-Language Pathologist				
Fay	Heidi			
Moody	Alexis			
Sonnenschein	Esther			
School Psychologist				
Miles	Stacie			
<b>Bucks Hill Annex ESY Site Coordinator</b>				
Blakeslee	Marisa			

### d. Resignations:

Salamon, Nancy – Tinker Special Education, effective 05/18/16.

### e. <u>Leave of absence requests:</u>

Carlo, Dana – Carrington School, requesting an unpaid childrearing leave of absence for the 2016/17 school year.

Gibbons, Melissa – Waterbury Arts Magnet School, requesting an unpaid childrearing leave of absence for the remainder of the 2015/16 school year.

Carrie A. Swain, Clerk
Board of Education

12. <u>Committee of the Whole/120 minutes</u>  $\sim$  Lighthouse Training (no backup) [BFC: n/a] – Nick Caruso/CABE.

### **ADJOURNMENT**

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### High School Senior Exit Survey - Substance Use & Abuse

School Name:	Date:				
I am a High School Senior				Female	Male
I consider myself				Hispanic	Non-Hispanic
I describe my race as	Multi-racial	Black	White	Asian	Other
I describe my family's economic status as		Above Average	Average	Below Average	Far Below Average
My Perceptions of Risk:		Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
It is ok to smoke (vape) electronic cigarettes (e-cigs)			<u></u>		
It is OK to drink alcohol sometimes, even if you are u	nderage.				
It is OK to smoke marijuana.					
It is OK to take someone else's prescription drugs.				·····	
It is OK to ride in a car when the operator has been dr	inking/getting high				
It is ok to take drugs sold by street dealers.					
Street drugs are just as safe, clean, and precisely meas	ured as prescription		:		
drugs are.				,	
It is ok to hang out with people who use illegal drugs					
Peer Approval or Disapproval		Not at all wrong	A Little Wrong	Wrong	Very Wrong
My friends think that vaping from an electronic cigare	ette (e-cig) is				
My friends think that drinking alcohol sometimes, eve is					
My friends think that smoking marijuana is					
My friends think that taking someone else's prescription	on drugs is				
My friends think that riding in a car with a driver who drinking/getting high is	has been				
My friends think that taking drugs sold by street deale	rs is				
My friends think that people who believe street drugs and precisely measured as prescription drugs are	are just as safe, clean,				
My friends think that hanging out with people who do	illegal drugs is				

Parental Approval or Disapproval	Not at all wrong	A Little Wrong	Wrong	Very Wrong
My parent(s) think that vaping from an electronic cigarette (e-cig) is				
My parent(s) think that drinking alcohol sometimes, even if you are underage, is				
My parent(s) think that smoking marijuana is				
My parent(s) think that taking someone else's prescription drugs is				
My parent(s) think that riding in a car with a driver who has been drinking/getting high is				
My parent(s) think that taking drugs sold by street dealers is				
My parent(s) think that people who believe street drugs are just as safe, clean, and precisely measured as prescription drugs are				
My parent(s) think that hanging out with people who do illegal drugs is				

100,000,000

How easy or hard is it for you to get the following drugs if you want them?	Very Easy	Somewhat Easy	Somewhat Difficult	Very Difficult
Electronic Cigarettes (e-cigs)				
Alcohol (beer, wine, hard liquor)			· · · · · · · · · · · · · · · · · · ·	
Marijuana				
Prescription drugs (not prescribed to you)				
Heroin				
Cocaine				
Other drugs (please write in)				
My Experience	NO, Never	YES, But NOT in the Past 6 months	YES, But NOT in the Past 30 Days	YES, In the Past 30 Days
Have you ever vaped from an electronic cigarette (e-cig)?				
Have you ever used alcohol?				
Have you ever used marijuana?				
Have you ever used someone else's prescription drugs?				
Have you ever ridden as a passenger in a car when the driver had been drinking/getting high?				
Have you ever driven a car after drinking/getting high?  Have you ever been to a party/gatherings where peers were drinking and/or doing other drugs?				
Have you ever been to a party/gatherings where peers were drinking and/or doing other drugs while a parent was home?				
Have you ever used a prescription drug (not prescribed to you) to help enhance your academic performance?				
Have you ever used heroin or cocaine?				
Have you ever hung around with someone who has used illegal drugs like marijuana, heroin, molly or cocaine?				





# Waterbury Public Schools

Louise Allen Brown, J.D., M.P.A. Grant Writer

May 20, 2016

Honorable Board of Education City of Waterbury 236 Grand Street Waterbury, CT 06702

RE: Connecticut Community Foundation - Early Care & Education Grant

Dear President Brown and Education Commissioners:

I am writing to provide you with information concerning a grant opportunity available through the Connecticut Community Foundation (CCF), in their priority area of Early Care & Education. The Waterbury proposal is for partial funding of \$30,000 toward the first year salary and fringe benefit costs of a Coordinator of the Office of Early Childhood—a new position proposed to be created by the district's Early Childhood Planning group. If this application were to be funded by CCF, additional funds for the position would have to be identified by the district and could potentially come from other grant sources.

Among the duties assigned to the proposed Coordinator would be working to enhance the effectiveness of ad hoc collaborations among area early childhood program and service providers, and the school district. Children ages 0-5, and their families, will be served through the efforts of this city-wide early childhood Coordinator. Anticipated outcomes from creation of this position and the work of the Coordinator might include increased parent/family awareness of health, wellness, and education milestones for young children, and greater numbers of registrations of three and four year olds in Pre-K programs.

Dr. Ouellette and Chief Academic Officer Darren Schwartz requested that I pursue grant funding for this position. The grant application is due on June 6, 2016. I respectfully request your approval to submit this grant application. Thank you for your consideration.

Very truly yours,

Louise Allen Brown

Grant Writer

cc: Dr. Kathleen M. Ouellette Darren Schwartz



Robert C. Brenker
Director of Personnel – Education

### **MEMORANDUM**

DATE:

May 24, 2016

TO:

Board of Education Commissioners

FROM:

Robert Brenker, Director of Personnel - Education

RE:

Educational Specifications for the Proposed Addition and Renovation Project

at Wendell Cross Elementary School

In addition to your previous authorization to file a State Construction Grant application (ED049) for the proposed addition and renovation project at Wendell Cross Elementary School, Board of Education approval of the attached educational specifications is required to complete the application process. Action by June 30<sup>th</sup>, 2016 is required.

The attached specifications create a PreK-8 school in the East End. The renovated site will permit two classes per grade, with the intention to expand the Pre-Kindergarten, Kindergarten and cotaught classrooms. Technology requirements have been taken into consideration and conceptual room configurations allow for expanded class sizes and special purpose rooms.

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

### RBR/mc

### Attachment

cc:

Darren Schwartz, Chief Academic Officer

Will Zhuta, Management, Information and Technology Supervisor

Mark Sedensky, Program Manager O&G Industries

File

## EDUCATIONAL SPECIFICATIONS FOR WENDELL CROSS ELEMENTARY SCHOOL

### **Extension and Alteration**

### 1. **PROJECT RATIONALE**

Local research and long-range planning for The City of Waterbury indicates that elementary school enrollment will continue to increase and will peak in the 2018-19 school year. And the City's Educational policies include all the existing Elementary School be converted to a PreK through 5<sup>th</sup> grade neighborhood All available spaces in this elementary schools (including music, art, storage and resource rooms) that can be utilized as primary classrooms have been diverted to that use.

Today we find elementary school capacity to be insufficient, despite the above stated efforts. As well, we note the following:

- expanding technology opportunities for our students has impacted the classroom space requirements and has made more space necessary;
- there is a growing need for additional classroom facilities due to the state mandated prekindergarten early intervention programs;
- there is an increasing need in our community for bilingual education;
- Wendell Cross Elementary School has not been fully updated for compliance with the Americans with Disabilities Act and is in need of corrections for fire and health code violations as well;
- technology within the existing Wendell Cross Elementary School must be further expanded to allow access for all students, and the media center must be expanded and redesigned to better meet the needs of today's students.

To meet our educational needs at the elementary school level, we are proposing to build an extension of approximately 37,000 square feet. As well, we will make modifications to several of the existing classrooms and support spaces for programmatic reasons and best use of space. We will perform correction of code violations throughout the existing facility. Doors will be located in such a way as to allow the assembly areas to be used after hours without compromising the security of the remainder of the building.

### 2. **LONG-RANGE PLAN**

Building an addition to Wendell Cross Elementary School will allow The City of Waterbury to comply with the following aspects of its long-range plan:

- improve academic programs for The City of Waterbury students
- insure safe and appropriate learning environments for The City of Waterbury students
- incorporate current technology into the classroom curriculum
- provide full-day kindergarten programs at all The City of Waterbury elementary schools

The City of Waterbury plans to continue to utilize Wendell Cross Elementary School in its current capacity, and with appropriate maintenance, as an elementary school for at least the next twenty years.

### 3. THE PROJECT

The City of Waterbury proposes construction at Wendell Cross Elementary School to include a building extension, interior alterations, and correction of code violations. Details of the project are presented below. Classroom and program area sizes stated below are estimated and may be revised as the design work progresses. The extension with necessary alteration will provide a facility that meets the space requirements listed below:

### **THE PROJECT—Existing Space**

The following list identifies the current type and size of space, the anticipated construction, and the space after construction. Equipment needs are also addressed for each space.

Current space: 18 general classrooms each approximately 800 square feet in size Construction: Interior alterations and code work to include conduit, wiring for

technology, door widths/hardware/ADA compliance. Rooms

will be repainted due to general age and condition.

FF&E: For each classroom: 5 new computers, replacement desk for

instructor; remainder of furniture existing and scheduled for reuse. Science Rooms and Computer labs will require additional

furniture to meet these requirements.

### **THE PROJECT—Space**

The following list describes the type and size of space to be housed in the facility. Actual final layout and utilization will be determined during the design phase of the project. Below lists all the spaces required in the finished facility. (Note that each classroom/program space will receive one American flag.)

Construction: All new construction will comply with current codes, will

address current and anticipate future technology, and will utilize

energy efficient materials. Areas will receive suspended acoustical ceilings or gypsum as required. Natural and energy efficient lighting will be utilized as required to maximize energy

efficiency.

FF&E: As required for each space to include, desks, tables, shelving, file

cabinets, assisted listening as required, accessories as required.

Technology: Smart boards, computers, laptops, laptop carts and support

equipment as required.

Space outlined below:

Classrooms: 3 per Pre K (1040 sf per class) = 3,120 sf

3 per K (1040 sf per class) = 3,120 sf 2 per  $1^{st}$  Grade (860 sf class) = 1720 sf

 $2 \text{ per } 2^{\text{nd}} \text{ Grade to } 8^{\text{th}} \text{ Grade } (800 \text{ sf class}) = 11,200 \text{ sf}$ 

Science Rooms: 1 per 7th through  $8^{th}$  grades (1,250) = 2,500 sf

Science Room Prep 1 room (200 sf/ea)

Breakout spaces: 3 areas (200-400 sf per space) = 1,200 sf

Special Education: 460 sf

Computer Lab: 2 ea at 800 sf/ea= 1,600 SF

Classroom Support: Teachers space, copiers, break area = 800sf

Music Area: 1,500 sf Art Area: 1,260 sf/ class

Media Center: 3,220 sf depending on use and volumes stored

Resource Center: 900 sf

OT,PT: 900 sf with necessary equipment

ESL 400 sf Literacy Class 400 sf Math learning center 400 sf Parent liaison 200 sf Speech Pathologist 200 sf Student Growth 910 sf

Conference rooms 1 larger, 400 sf, 1 smaller 200 sf = 600 sf

Gym/locker rooms: 8,520 sf

Café/Food service: 5,100 sf depending on number of sittings

Lobby: 500 sf

Administrative: Principal and staff general area 2,600 sf

Guidance, Phycologist, Social Worker, Vice Principal

Wendell Cross Extension and Alteration: Page 3

Nurse: Nurse office/ storage/ cot area 800 sf

Custodial: 470 sf as required Building Support: 4,890 sf Family Resource Rooms: 900 sf

The square footage areas listed above are to be used for programming purposes only

### 4. **BUILDING SYSTEMS**

Security: Currently there is limited security system in Wendell Cross

Elementary School. As part of this project, a security system (Video Surveillance, access control and burglar) will be added

to the entire facility.

Electrical: Alternate energy source will be considered for this project.

(Example would be Photovoltaic cells located on the roof)

Public Address: The public address system will be upgraded and replaced as

part of the project, and all instructional and support spaces will

be affected.

Technology: Current technology standards and anticipated future standards

are being explored. The most up-to-date voice/video/data systems will be added to all instructional and support spaces within this school. A WAN will be installed and this building will be networked to the other schools and board of education

offices within The City of Waterbury.

Phone System: Currently, Wendell Cross Elementary School has only

intercoms within each classroom. As part of the proposed project, a comprehensive phone system will be integrated with the technology component of the project, and phones will be installed throughout the facility. All support and instructional

spaces will be addressed.

Clocks: The clocks at Wendell Cross Elementary School will be

replaced and upgraded. Like the phone system, they will be integrated into technology improvements at the facility. All

support and instructional spaces will be addressed.

### 5. INTERIOR BUILDING ENVIRONMENT

Acoustics: Ceilings: Ceiling will be replaced in limited areas where reuse is not

possible (e.g., where walls are demolished or moved due to change in room use and it will not be possible to reuse the existing ceiling grid). Where feasible existing ceilings will be maintained or reused. In the new portions of the building, suspended acoustical ceiling will be

installed.

Walls: Classroom walls will be constructed of concrete masonry units.

In specialized areas such as the new media center, acoustical

Wendell Cross Extension and Alteration: Page 4

treatments will be installed. Walls within all offices will be treated

with vinyl wall covering.

Lighting: If the programmatic use of existing space is changed (e.g., library

converted to offices), the lighting design will be modified and lights replaced as appropriate for the new space usage and as necessitated by

redesign of ceiling. Where possible existing lighting will be maintained. (An exception to reuse is the gymnasium where the lighting is being replaced due to general age and condition)) In the new portions of the building, lighting will be energy efficient and cosmetically similar to that within the existing building. All lighting

utilized will be the most current energy efficient models.

**HVAC:** Heating: An additional boiler will be installed to handle the increased

needs of the new building wing.

Ventilating: Currently there is no mechanical ventilation within Wendell Cross Elementary School. As part of this project, a

mechanical ventilation system will be added.

Air Conditioning: The existing facility does not have any form of central air conditioning; some of the offices have window units. As part of this project, a central air handling unit will be installed to condition the air throughout the school, separate units will be included for computer labs and network data rooms. Sustainable alternate energy source/s will be considered and utilized within this project if

applicable.

Plumbing: Modifications will be made to the existing system for increased

> capacity related to the extension or if required by code (e.g., fixture count adjustments, changes to septic system/flow). A second hot water heater will be added. New piping will be for the extension only; no

replacements to existing.

Windows/Doors: Changes may be made to the existing windows as part of this project.

> Windows in the building extension will be energy efficient and of a type that can be opened at the top and/or bottom to allow for natural ventilation. Interior doors will be replaced as necessary when

> doorways are widened for ADA reasons. Entrance doors may also be replaced if modifications for ADA require changes. Other exterior

doors will not be affected by construction.

#### 6. SITE DEVELOPMENT

Site Acquisition: Not applicable.

Parking: Due to the location of the building extension on the

site, it will be necessary change the parking layout to meet the local Planning and Zoning requirements

and the need for additional spaces due to the

addition. ADA requirements will also be addressed

for parking and passenger loading zone.

Wendell Cross Extension and Alteration: Page 5

Drives: Modifications to the entrance of the building require

relocation of the bus access and driveway.

Walkways: Proximate to the building entrance, all walkways

will be resurfaced due to general age and condition.

Some new walkways will be added.

Outdoor Athletic Facilities: The current playground will be unchanged as a

result of construction; however, a new accessible playscape will be put in to replace the equipment

currently on site which is not accessible.

Landscaping: Trees along the west end of the school will be

removed to accommodate the building extension. At the conclusion of construction, trees and other greenery will be planted to complement the building and site. Only areas affected by construction will be

impacted. The remainder of the school's landscaping will be unaffected. Trees will be planted a sufficient distance from the building to avoid future maintenance problems. Consideration will be given to safety and security when placing foliage around walkways and areas of building access. High performance building characteristics

will be utilized.

Site Improvements: Along the front of the school, new bike racks will

be installed. As well, benches will be installed in appropriate locations around the new building entrance. All of these items are new and not replacement. The flag pole will be removed from its original location, moved, and replaced after redesign of the driveway and bus access are completed. Age appropriate playscapes will be

added.

Roofing Systems: Project will utilized heat island affect limiting

systems, as well as potential utilizing alternate

energy systems.

### 7. CONSTRUCTION BONUS REQUESTS

School Readiness: C.G.S. 10-285a(e) Full-day Kindergarten: C.G.S. 10-285a(h)

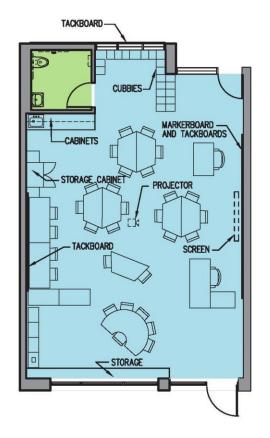
### 8. **COMMUNITY USES**

Wendell Cross Elementary School will be designed to facilitate activities during the school hours, before and after school hours, and throughout the calendar year.

- Higher Education will be offered in the evenings
- PTO will use the media center and conference rooms for meetings before and after school; as well, note that they have an office and storage space within the building
- The Recreation Department will use the gymnasium for activities evenings when it is not being used by the students
- Summer Enrichment Programs will be held here
- Neighborhood and City-wide Community Meetings take place in the evenings
- Boy and Girl Scout programs are run here after school as are several other youth clubs
- Community Choral performances and productions take place in the cafetorium during summer evenings
- PAL activities
- City Training for the district

### APPENDIX A SPACE STANDARDS

(for programmatic reference)



2 TEACHER'S DESKS
2 TEACHER'S CHAIRS
FILING CABINET
7 STUDENT TABLES
2 COMPUTER TABLES
1 PROJECT TABLE
30 STUDENT CHAIRS
AREA RUG

### LIGHTING

STORAGE

**CUBBIES** 

STORAGE CABINET

UNDER WINDOW SHELVING

HARD SURFACE COUNTERTOP

LIGHT SENSOR

TECHNOLOGY

### PLUMBING

TOILET ROOM S.S. SINK

ENVIRONMENTAL

RECYCLING CENTER

MECHO SHADES EXTERIOR DOOR OPERABLE SASHES

### 1 PAGING SPEAKER

1 TELEPHONE JACK
PROJECTOR, SCREEN AND
AUXILLARY SPEAKERS
1 VHS/DVD OR DSM
1 VIDEO PORT
WIRELESS CLOCK SYSTEM
5-9 DATA JACKS

## DOOR W/SIDELIGHT DISPLAY

FLAG HOLDER TACKBOARDS (16' MIN) MARKERBOARD TACK STRIP

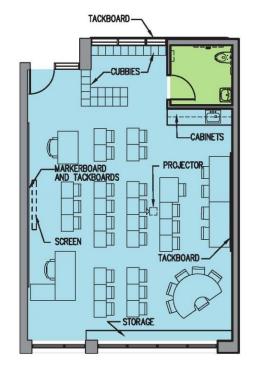
### 20 STUDENTS MAX

60 S.F. TOILET 980 S.F. CLASSROOM 1040 S.F. TOTAL



PRE-K AND KINDERGARTEN SAMPLE LAYOUT

B1 OF 24 MARCH 5 2007



2 TEACHER'S DESKS 2 TEACHER'S CHAIRS FILING CABINET 24 STUDENT DESKS HC ACCESSIBLE DESK 2 COMPUTER TABLES 1 PROJECT TABLE 34 STUDENT CHAIRS

### STORAGE

CUBBIES
UNDER WINDOW SHELVING
CABINETS
HARD SURFACE COUNTERTOP

### LIGHTING

LIGHT SENSOR

#### **PLUMBING**

TOILET ROOM S.S. SINK

### TECHNOLOGY

1 PAGING SPEAKER 1 TELEPHONE JACK PROJECTOR, SCREEN AND AUXILLARY SPEAKERS 1 VHS/DVD OR DSM 1 VIDEO PORT WIRELESS CLOCK SYSTEM

5-9 DATA JACKS

RECYCLING CENTER MECHO SHADES OPERABLE SASHES DOOR W/SIDELIGHT

ENVIRONMENTAL

### DISPLAY

FLAG HOLDER TACKBOARDS (16' MIN) MARKERBOARD TACK STRIP

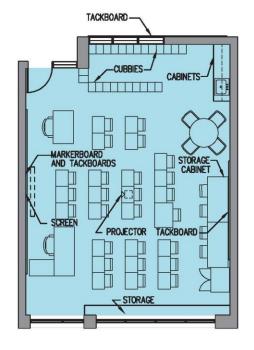
### 24 STUDENTS MAX.

60 S.F. STORAGE CLOSET 800 S.F. CLASSROOM 860 S.F. TOTAL



1ST GRADE SAMPLE LAYOUT

B2 OF 24 MARCH 5 2007



2 TEACHER'S DESKS 2 TEACHER'S CHAIRS FILING CABINET 25 STUDENT DESKS HC ACCESSIBLE DESK 2 COMPUTER TABLES 29 STUDENT CHAIRS

### STORAGE

STORAGE CABINET
CUBBIES
UNDER WINDOW SHELVING
CABINETS
HARD SURFACE COUNTERTOP

### LIGHTING

LIGHT SENSOR

TECHNOLOGY

### PLUMBING

TOILET ROOM S.S. SINK

#### 1 DACING

1 PAGING SPEAKER
1 TELEPHONE JACK
PROJECTOR, SCREEN AND
AUXILLARY SPEAKERS
1 VHS/DVD OR DSM
1 VIDEO PORT
WRELESS CLOCK SYSTEM
5-9 DATA JACKS

### ENVIRONMENTAL

RECYCLING CENTER MECHO SHADES OPERABLE SASHES DOOR W/SIDELIGHT

### DISPLAY

FLAG HOLDER TACKBOARDS (16' MIN) MARKERBOARD TACK STRIP

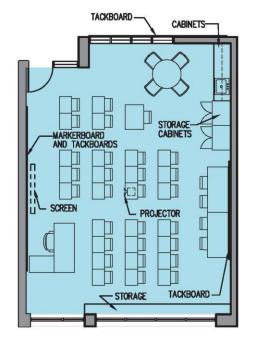
### 25 STUDENTS MAX.

800 S.F. CLASSROOM



2ND AND 3RD GRADE SAMPLE LAYOUT

B3 OF 24 MARCH 5 2007



TEACHER'S DESK TEACHER'S CHAIR FILING CABINET 28 STUDENT DESKS 2 COMPUTER TABLES 32 STUDENT CHAIRS

### STORAGE

2 STORAGE CABINETS UNDER WINDOW SHELVING CABINETS HARD SURFACE COUNTERTOP

### LIGHTING

LIGHT SENSOR

### PLUMBING

TOILET ROOM S.S. SINK

### ENVIRONMENTAL

RECYCLING CENTER MECHO SHADES OPERABLE SASHES DOOR W/SIDELIGHT

### TECHNOLOGY

1 PAGING SPEAKER
1 TELEPHONE JACK
PROJECTOR, SCREEN AND
AUXILLARY SPEAKERS
1 VHS/DVD OR DSM
1 VIDEO PORT
WRELESS CLOCK SYSTEM
5-9 DATA JACKS

#### DISPLAY

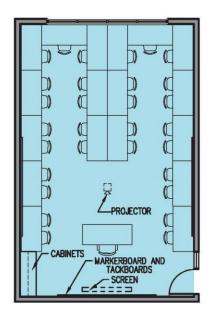
FLAG HOLDER TACKBOARDS (16' MIN) MARKERBOARD TACK STRIP

28 STUDENTS MAX. 800 S.F. CLASSROOM



4TH - 8TH GRADE SAMPLE LAYOUT

B4 OF 24 MARCH 5 2007



FURNITURE STORAGE

TEACHER'S DESK
TEACHER'S CHAIR
19 COMPUTER TABLES
28 STUDENT CHAIRS

<u>Lighting</u> Light sensor

ENVIRONMENTAL MECHO SHADES OPERABLE SASHES

EQUIPMENT
COMPUTERS
WIRELESS CLOCK SYSTEM

DISPLAY
FLAG HOLDER
TACKBOARDS
MARKERBOARD
TACK STRIP

TECHNOLOGY

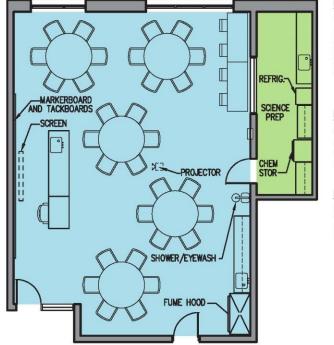
1 PAGING SPEAKER
1 TELEPHONE JACK
PROJECTOR, SCREEN AND
AUXILLARY SPEAKERS
1 WHS/DVD OR DSM
1 WIDEO PORT
WIRELESS CLOCK SYSTEM
DATA JACKS

28 STUDENTS MAX. 710 S.F. TOTAL



COMPUTER LAB SAMPLE LAYOUT

B5 OF 24 MARCH 5 2007



TEACHER'S TABLE
TEACHER'S CHAIR
5 STUDENT TABLES
2 COMPUTER TABLES
30 STUDENT STOOLS
4 STUDENT CHAIRS

### STORAGE CABINETS

### LIGHTING LIGHT SENSOR

### ENVIRONMENTAL PLUM

MECHO SHADES DOOR W/SIDELIGHT OPERABLE SASHES DOOR W/SIDELIGHT

### DISPLAY

FLAG HOLDER TACKBOARDS MARKERBOARD TACK STRIP

### PLUMBING

3 S.S. SINK EYE WASH SHOWER

### EQUIPMENT

COMPUTERS
FUME HOOD
CHEMICAL CABINET
REFRIGERATOR
WIRELESS CLOCK SYSTEM

### TECHNOLOGY

1 PAGING SPEAKER
1 TELEPHONE JACK
PROJECTOR, SCREEN AND
AUXILLARY SPEAKERS
1 VHS/DVD OR DSM
1 VIDEO PORT
WRELESS CLOCK SYSTEM
5-9 DATA JACKS

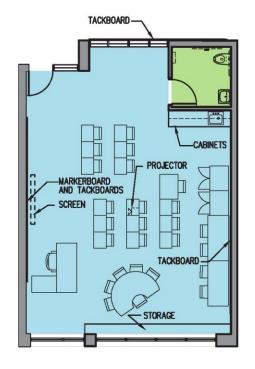
### 28 STUDENTS MAX.

150 S.F. SCIENCE PREP 1100 S.F. CLASSROOM 1250 S.F. TOTAL



SCIENCE LAB SAMPLE LAYOUT

B6 OF 24 MARCH 5 2007



TEACHER'S DESK TEACHER'S CHAIR FILING CABINET 15 STUDENT DESKS 2 COMPUTER TABLES 1 PROJECT TABLE 25 STUDENT CHAIRS

### STORAGE

STORAGE CLOSET
UNDER WINDOW SHELVING
CABINETS
HARD SURFACE COUNTERTOP

### LIGHTING

LIGHT SENSOR

### **PLUMBING**

S.S. SINK

ENVIRONMENTAL

RECYCLING CENTER

### TECHNOLOGY

1 PAGING SPEAKER
1 TELEPHONE JACK
PROJECTOR, SCREEN AND
AUXILLARY SPEAKERS
1 VHS/DVD OR DSM
1 VIDEO PORT

MECHO SHADES 1 VHS/DVD OR DSM
OPERABLE SASHES 1 VIDEO PORT
DOOR W/SIDELIGHT WIRELESS CLOCK SYSTEM
5-9 DATA JACKS

### DISPLAY

FLAG HOLDER TACKBOARDS (16' MIN) MARKERBOARD TACK STRIP

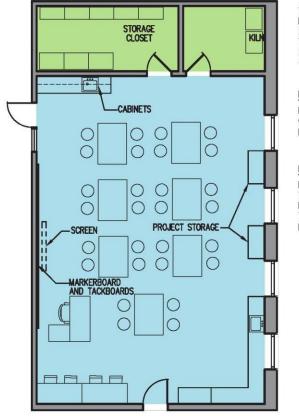
### 15 STUDENTS MAX.

60 S.F. STORAGE CLOSET 800 S.F. CLASSROOM 860 S.F. TOTAL



SPECIAL EDUCATION SAMPLE LAYOUT

B7 OF 24 MARCH 5 2007



TEACHER'S DESK
TEACHER'S CHAIR
FILING CABINET
2 COMPUTER TABLES
7 STUDENT TABLES
28 STUDENT STOOLS
4 STUDENT CHAIRS

#### ENVIRONMENTAL

MECHO SHADES OPERABLE SASHES DOOR W/SIDELIGHT

#### DISPLAY

FLAG HOLDER TACKBOARDS MARKERBOARD TACK STRIP PROJECTOR/SCREEN

### STORAGE

STORAGE CLOSET
CABINETS
PROJECT STORAGE
HARD SURFACE COUNTERTOP

### LIGHTING

LIGHT SENSOR

### PLUMBING

2 S.S. SINKS

### EQUIPMENT

4 COMPUTERS KILN & DRYING CABINET WIRELESS CLOCK SYSTEM

### TECHNOLOGY

1 PAGING SPEAKER 1 TELEPHONE JACK PROJECTOR, SCREEN AND AUXILLARY SPEAKERS 1 VHS/DVD OR DSM 1 VIDEO PORT WIRELESS CLOCK SYSTEM 5-9 DATA JACKS

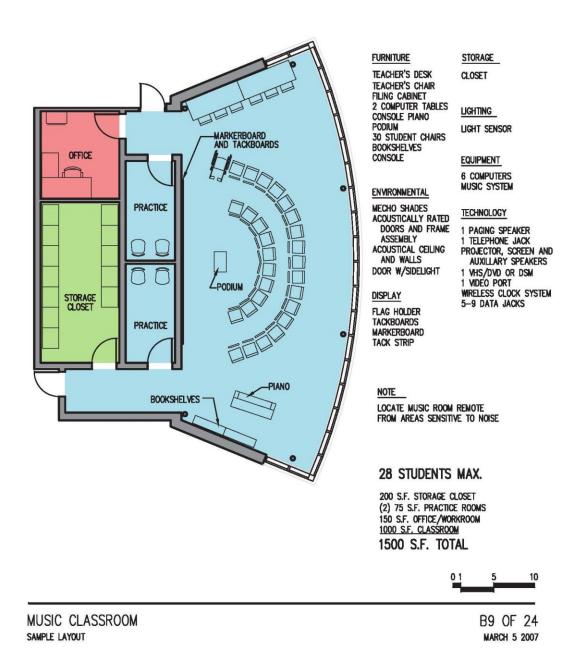
### 27 STUDENTS MAX.

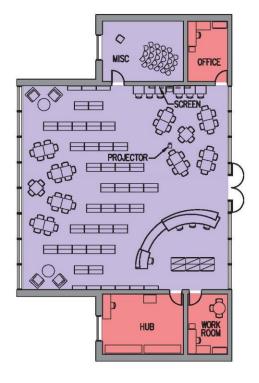
150 S.F. STORAGE CLOSET 80 S.F. KILN ROOM 1100 S.F. CLASSROOM 1330 S.F. TOTAL



ART CLASSROOM SAMPLE LAYOUT

B8 OF 24 MARCH 5 2007





11 TABLES 48 CHAIRS 2 ARM CHAIRS BOOKSHELVES WORK TABLE 2 DESKS FILE CABINETS

FILE CABINETS
BUILT IN WORK STATIONS
AND RECEPTION DESK
FLOOR SEATING
DISPLAY TABLES

### ENVIRONMENTAL

RECYCLING CENTER MECHO SHADES OPERABLE SASHES

### DISPLAY

FLAG HOLDER PROJECTOR/SCREEN CLOCK LIGHTING

LIGHT SENSOR

STORAGE CABINETS CLOSET

### TECHNOLOGY

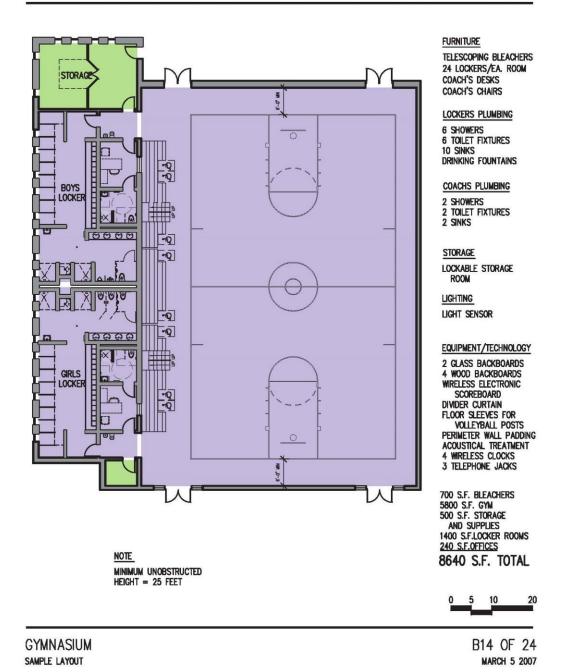
1 PAGING SPEAKER 2 TELEPHONE JACKS PROJECTOR, SCREEN AND AUXILLARY SPEAKERS 2 VHS/DVD OR DSM 2 VIDEO PORTS WIRELESS CLOCK SYSTEM 10 DATA JACKS

2500 S.F. MEDIA CENTER 400 S.F. MISCELLANEOUS 100 S.F. WORK ROOM 100 S.F. OFFICE 300 S.F. COMPUTER HUB 3400 S.F. TOTAL



MEDIA CENTER SAMPLE LAYOUT

B13 OF 24 MARCH 5 2007



STORAGE

STORAGE

STORAGE

STORAGE

STORAGE

FURNITURE STORAGE
PIANO STORAGE CLOSETS

DISPLAY

SCREEN LIGHTING

LIGHT SENSOR THEATRICAL LIGHTS

FIRE SAFETY
2 SMOKE HATCHES
SPRINKLERS

EQUIPMENT

OPERABLE PARTITION (OPTIONAL) CURTAIN TRACKS HOUSE CURTAIN VALANCES FIRST BORDER CYCLORAMA

1000 S.F. STAGE 200 S.F. BACKSTAGE

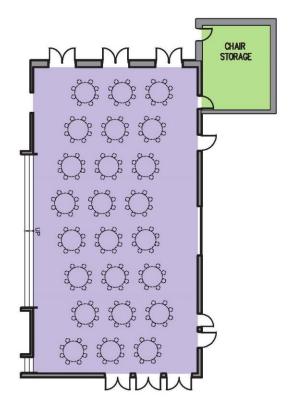
**EQUIPMENT** 

<u>Note</u>: 350 s.f. Chair Storage Located adjacent to Capeteria.

0 5 10 20

STAGE SAMPLE LAYOUT

B15 OF 24 MARCH 5 2007



FURNITURE 24 TABLES 192 CHAIRS LIGHTING LIGHT SENSOR

ENVIRONMENTAL
RECYCLING CENTER
BLACK OUT SHADES
EXTERIOR DOORS

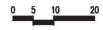
STORAGE FOR 200+ STACKING CHAIRS

DISPLAY
FLAG HOLDER
PROJECTOR/SCREEN
2 WRELESS CLOCKS

TECHNOLOGY
SOUNDSYSTEM AND
SPEAKERS
PROJECTOR AND AUXILLARY
SPEAKERS
AMPLIFICATION DEVICE
ACOUSTICAL TREATMENT
1 TELEPHONE JACK
1 PAGING SPEAKER

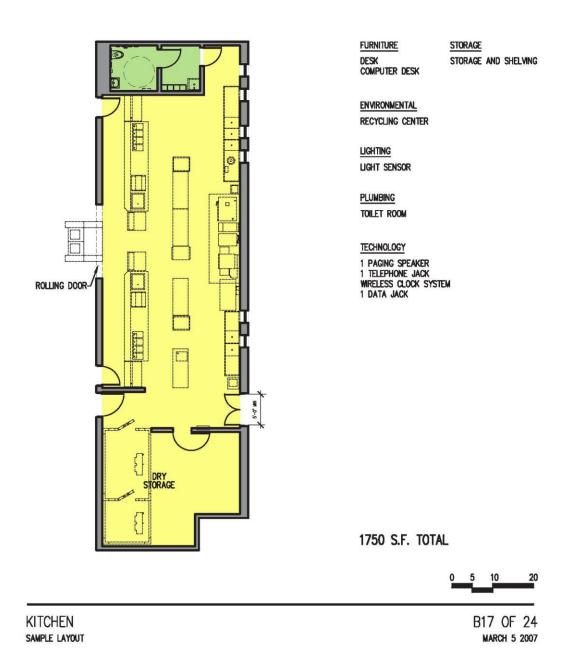
3000 S.F. CAFETERIA 350 S.F. CHAIR STORAGE 3350 S.F. TOTAL

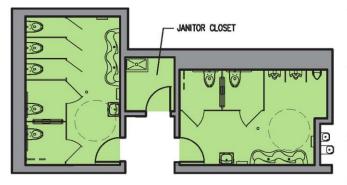
<u>Note:</u> 300 S.F. Faculty Dining to be located Adjacent to cafe



CAFETERIA SAMPLE LAYOUT

B16 OF 24 MARCH 5 2007





FLOOR MTD. SOLID PLASTIC TOILET PARTITIONS

### PLUMBING

TOILETS/URINALS
ADA ACCESSIBLE & COMMUNITY SINKS
MOP SINK

### EQUIPMENT

Double roll toilet paper dispenser Surface Mtd Soap dispenser Surface Mtd Towel dispenser Wall Mirror Grab Bars Sanitarty disposal

### LIGHTING

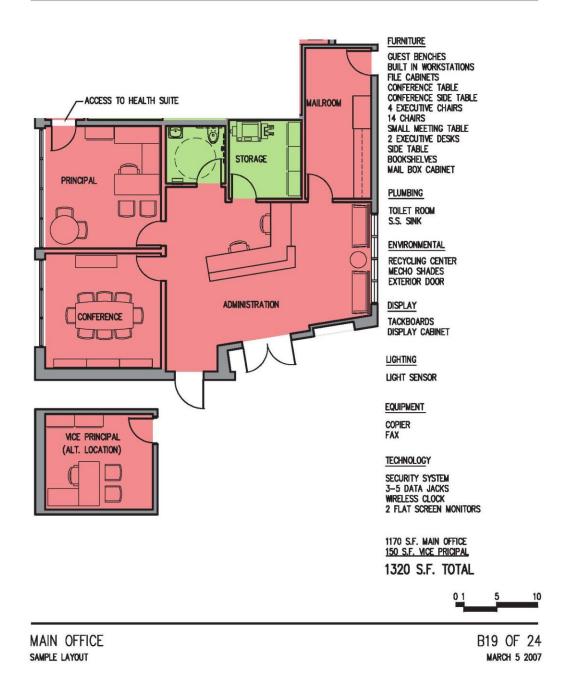
LIGHT SENSOR

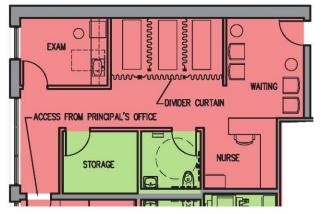
210 S.F. TOTAL (EACH TOILET ROOM)



GANG TOILETS SAMPLE LAYOUT

B18 OF 24 MARCH 5 2007





4 CHAIRS
EXECUTIVE CHAIR
3 PATIENT BEDS
2 SIDE TABLES
FILING CABINETS STOOL

PLUMBING TOILET ROOM

ENVIRONMENTAL WINDOW SHADES STORAGE

CABINETS

LIGHTING LIGHT SENSOR

EQUIPMENT

UNDERCOUNTER
REFRIGERATORS
LOCKABLE REFRIGERATOR
DOUBLE LOCKABLE MED
STORAGE
EXAM TABLE

TECHNOLOGY

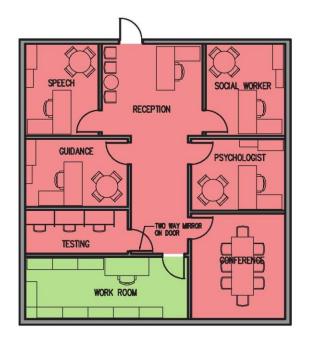
TELEPHONE JACK PAGING SPEAKER WIRELESS CLOCK DATA JACK

640 S.F. TOTAL



HEALTH CLINIC SAMPLE LAYOUT

B20 OF 24 MARCH 5 2007



5 DESKS
4 EXECUTIVE CHAIRS
15 CHAIRS
FILING CABINETS
CONFERENCE TABLE
4 MEETING TABLES
16 STUDENT CHAIRS

WORK TABLE

ENVIRONMENTAL RECYCLING CENTER MECHO SHADES

DISPLAY TACKBOARDS STORAGE

CABINETS BOOKSHELVES

LIGHTING LIGHT SENSOR

TECHNOLOGY

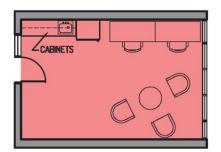
TELEPHONE JACKS WIRELESS CLOCK DATA JACKS PAGING SPEAKER

910 S.F. TOTAL



GUIDANCE SUITE SAMPLE LAYOUT

B21 OF 24 MARCH 5 2007



FURNITURE STORAGE

2 DESKS
SMALL TABLE
5 CHAIRS

PLUMBING
S.S. SINK

ENVIRONMENTAL
MECHO SHADES

STORAGE
CABINETS

LIGHTING
LIGHT SENSOR

EQUIPMENT
REFRIGERATOR

TECHNOLOGY

PAGING SPEAKER WIRELESS CLOCK TELEPHONE JACK DATA JACK

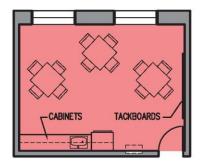
DISPLAY

TACKBOARDS

300 S.F. TOTAL



WORK ROOM SAMPLE LAYOUT



FURNITURE STORAGE 3 TABLES 12 CHAIRS TACKBOARD CABINETS

HARD SURFACE COUNTERTOP

LIGHTING PLUMBING LIGHT SENSOR S.S. SINK

ENVIRONMENTAL EQUIPMENT RECYCLING CENTER MECHO SHADES OPERABLE SASHES REFRIGERATOR MICROWAVE

TECHNOLOGY DISPLAY PAGING SPEAKER WIRELESS CLOCK PHONE JACK 2 DATA JACKS TACKBOARDS

300 S.F. TOTAL (TO BE LOCATED ADJACENT TO CAFETERIA)



FACULTY DINING SAMPLE LAYOUT

B23 OF 24 MARCH 5 2007



FURNITURE DESK CHAIR STORAGE LOCKERS SHELVING SUPPLY CLOSET

PLUMBING EYEWASH TOILET ROOM MOP SINK

FURNITURE 24 TABLES 192 CHAIRS

ENVIRONMENTAL
RECYCLING CENTER
BLACK OUT SHADES
EXTERIOR DOORS

TECHNOLOGY
TELEPHONE JACK
DATA JACK
PAGING SPEAKER

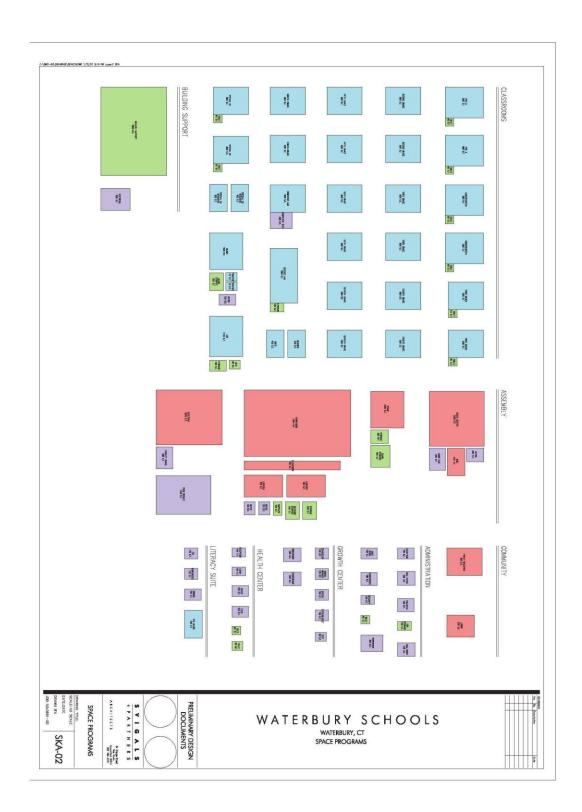
410 S.F. CUSTODIAL SUITE

NOTE: (2) 60 S.F. SUPPLY CLOSETS TO BE LOCATED STRATEGICALLY WITHIN BUILDING.



CUSTODIAL SUITE SAMPLE LAYOUT

B24 OF 24 MARCH 5 2007





## **BOARD OF EDUCATION**





## **Meeting Schedule ~ 2016**

Deadline for submission of Committee Workshop Agenda Items	Committee Workshop (Thursdays) 5:30 p.m. (locations subject to change)	Regular Board Meeting* (Thursdays) 6:30 p.m. Waterbury Arts Magnet School
December 24	December 31 – TBD cancelled	January 7 cancelled
January 8	January 14 – Gilmartin	January 21
January 22	January 28 – Walsh	February 4
February 5	February 11 – Wilson	February 18
February 19	February 25 – Reed	March 3
March 4	March 10 - Sprague	March 17
March 25	March 31 - WAMS (Lighthouse)	April 7
April 8	April 14 — WAMS (Lighthouse) Rescheduled to April 12 cancelled	April 21 cancelled
April 22	April 28 – Bucks Hill	May 5
May 6	May 12 – WAMS State Street/PAL	May 12 – Special Meeting May 19 cancelled
May 20	May 26 - WAMS (Lighthouse)	June 2
June 3	June 9 – CHS	June 16
June 24	June 30 – Maloney Café	July 7
July 22	July 28 – Maloney Café	August 4
August 19	August 25 – Maloney Café	September 1
September 2	September 8 – WAMS Café	September 15
September 23	September 29 – WAMS (Lighthouse)	October 6
October 7	October 13 – WSMS	October 20
October 21	October 27 – WAMS (Lighthouse)	November 3
November 4	November 10 – WAMS (Lighthouse)	November 17
November 18	November 23 – Wendell Cross	December 1
December 2	December 8 – WAMS (Lighthouse)	December 15

<sup>\*</sup>Unless otherwise posted, Board of Education Regular Meetings are held at Waterbury Arts Magnet School, 6:30 p.m., on the first and third Thursday of each month, except in July and August when meetings are held on the first Thursday only. Location changes or updates are available at the Office of the Board of Education or at its website - www.waterbury.k12.ct.us

approved on 10/15/2015 updated on 05/24/16

#1

#### 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

	E – MUST BE RECEIVED t must be approved pi as down payments o	rior to collecting	or committing any funds such
Date Submitted:_	5/9/16 Name	e of Travel Agency (if a	pplicable): N/A
1) Requested by:	1stSgt Wayne Violette	Wilby	9-12
	Name of Staff Member	School	Grade level/Subject
	dents?20		·
4) City/State of d	estination: Falmouth, MA		
5) Departure:	Monday	6/27/16	9:00
	Day	Date	Time
6) Return:	Friday	7/1/16	App 2:00
	Day	Date	Time
7) Is school in ses	ssion during this field trip? _	No	
8) What unit in th	e curriculum does this field t	rip support?	
physical traini rappelling, and	ng and drill. The JROTC cadets I they will receive potent classe	s will participate in an obs s regarding goo life choice	
· · · · · · · · · · · · · · · · · · ·	common Core State Standards the JROTC Leadership Educati		!
10) What are the	guiding questions from the co	urriculum this field trip	will answer?
The challenge life choices.	s associated with small group	leadership, problem sol	ving, physical skill development, and good

The JROTC students of for the challenges asso	will be expected to understand the te ociated with group leadership.	nants of small unit leadership	, and gain an appreciation
2) How will you assess	the learning that results from thi	s field trip?	
Learning will be asses Wilby High School M	sed through guided discussions, cha arine JROTC program.	perone interaction and with co	ontinued participation in the
Explain what educate	ional value this field trip offers the	he students:	
The summer camp will attend.	be filled with activities and it will b	e a memorable experience for	the students who
4) Transportation: Ty	pe/name of Approved PUC Carri	er	
Durham School Serv	ices ( Paid by MCJROTC )		
	number(s) of person(s) responsib		
Name	Phone Number	Name	Phone Number
1. 1stSgt Violette	(860) 302-6053	4	
2.		5.	
3		6	
6) Name(s) of person(s	s) supervising students. <b>NOTE:</b> C	One (1) chaperone for ever	ry <u>ten (10) students</u> .
Teacher(s) as chapered	ones: (1) First Sergeant Wayne	Violette / Major Michael S	imon
Aides(s) as chaperon	es: None		
	nes: (2) Mrs. Carmen Rivera / N	Ir. Anthony Hodges	
Parent(s) as chaperor		<del></del>	
7) How is this trip fin	anced: (If it's fund raising activing rant, student contributions, etc.)	ties, list the fund raising ac	stivities. If it's a grant, g

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

(0)/Discretionary Spend	ing		
19) Is any student excluded fi	rom attending this trip?	Yes No x If	yes, explain why:
20) 17/1-1:1	. 11 . 1	The second secon	
None, other than discretion			
21) How many substitutes are	e necessary? None (If	none specify)	
Teacher	Subject/Grade	Teacher	Subject/Grade
1.		4.	
2.		5.	
3.		6.	
participating in the field  Yes No  No  23) This field trip request me  Is this field trip recomme  Arrangements for studen	Signature of Schoolets the needs of the BOE potential needs have been signature of Schoolets.  Signature of Schoolets.	n made Yes No No Principal	
	CENTRAL OFF	CE RESPONSE	
24) This field trip request has	s been reviewed and approve	ed at the Superintendent's l	evel \( \sum_{\text{\tinit}\\ \text{\texi}\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\ti}}\\tittt{\text{\text{\text{\texi}\text{\text{\texi}\tittit{\text{\texitit{\text{\texi{\text{\texi{\texi}\text{\texit{\texi{\texi{\texi}\texi{\texi{\texi{\texi{\texi{\texi{\texi{\texi{\texi
This field trip request has	been reviewed and is not a	pproved	5-23-16
	Signature of Superint	endent/Designee/ILD	$\frac{5-23+6}{5/346}$
25) This field trip request approved/denied by the Boar			or overnight field trip was
	Signature of BOE/	Designee	Date

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

# To be added-Consensus needed. # Ta

#### 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

Date Submitted: 5	/2/16 Name of T	ravel Agency (if appli	cable):
.) Requested by: I	llizabeth Polaco	Crosby	9
,	Name of Staff Member	School	Grade level/Subject
!) How many stud	lents? 50	<del></del>	
3) Name of destin	ation: Jewish Heritage Memor	rial Museum	
4) Çity/State of de	estination: <u>NYĈ</u>		
5) Departure:		5/27/16 Date	8:00 : Time
	Day		6:00
6) Return:	Friday	5/27/16	
	Day	Date	Time
7) Is school in ses 8) What unit in th	sion during this field trip? Yes	s p support?	
World War II	and The Holocaust		
9) What are the C	ommon Core State Standards	this field trip supports	?
CCSS.ELA-L Compare the	ITERACY RH 9-10 6	uthors for how they tre	eat the same or similar topics, including
			will answer?

of study (WWII/Holocau	St)		
2) How will you assess the	learning that results from this	s field trip?	
Students will write a refl	ection paper about their exper	ience at the museum.	
	al value this field trip offers th		
The students will be able examine primary source :	to listen to a survivor of The B artifacts.	olocaust tell their story. Th	ey will also be able to
4) Transportation: Type/	name of Approved PUC Carri	er	
Charter Bus - Constituti	onal Coach		
	12.000		Alberta Control of the Control of th
15) Name(s) and phone nur Name	nber(s) of person(s) responsib  Phone Number	le for organizing this trip: Name	Phone Numb
L. Elizabeth Polaco		4	
2. Steve Alexandrou	203-575-8007	5.	
3		6	
Teacher(s) as chaperone	ian Baumbach, Maria Golight		ry ten (10) students.
Parent(s) as chaperones:			
17) How is this trip finance and number of the grant, st GEAR UP	ed: (If it's fund raising activitie adent contributions, etc.)	es, list the fund raising activ	rities. If it's a grant, give
			to deliver
18) What is the approxima	te cost per pupil for this trip?		
i			

19) Is any student excluded from	m attending this trip? Yes	No If yes	s, explain why:
, No			
	AT BASES		
20) What is the approximate co	st all chaperones?	· · · · · · · · · · · · · · · · · · ·	
N/A			
21) How many substitutes are a	necessary? 3 (If nor	ne specify)	<i>x</i>
Teacher	Subject/Grade	Teacher	Subject/Grade
1. Christian Baumbach	World History/9th gr	4. Tracy Armstrong	AP World History/10th gx
2. Maria Golightly	World History/9th gr	5.	
3. Elizabeth Polaco	World History/9th gr	6.	
Yes No		nade Yes No	5/20/16  Date  5/20/16
	CENTRAL OFFIC	E RESPONSE	
24) This field trip request has	been reviewed and approved	at the Superintendent's le-	vel 🔀
This field trip request has	been reviewed and is not appointed a		Date
25) This field trip request rapproved/denied by the Board	equired Board of Education l of Education during its mee	action for out of state of	or overnight field trip was
_	Signature of BOE/De	esignee	Date
	a transfer and	11 L all 4a 4b a Ca	hool Dringing

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

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#### COMMITTEE ON SCHOOL FACILITIES & GROUNDS

WORKSHOP:

Thursday, May 26, 2016 (WAMS)

**BOARD MEETING:** 

Thursday, June 2, 2016

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:

FACILITIES AND DATES/TIMES		
Rotella café: Thurs., June 2nd 4: 00-6:00 pm		
(UPSEU union meeting)		
Career Academy: Tues., May 31st and Tues., June 7th		
6:30-9:30 pm (fact-finding hearings on hiring & retention)		
Career Academy: Tues. & Thurs. 7/5-8/30/16 6:00-8:00 pm		
(girls' basketball training)		
WAMS atrium: Tues., June 14th 9:30 am -10:30 pm		
(Grad. Night check-in)		
WAMS café: Wed., June 15th 4:00 am-7:30 am		
(Grad. Breakfast)		

Approved:	
John Theriault	Kathleen M. Ouellette, Ed. D.
	Superintendent of Schools

MAY 1 9 2016

TO: SCHOOL BUSINESS OFFICE FROM: The undersigned hereby makes application for use of school facilities (after regular school hours) as follows: NAME OF SCHOOL REQUESTED Auditorium Gymnasium Swimming Pool FROM: TO:

Please note the following provisions:

# Modern

#### SCHOOL PERSONNEL USE ONLY

DATE: May 19, 2016

Please note the following provisions:

A W

MAY 23 2016

#### SCHOOL PERSONNEL USE ONLY

DATE: 5/23/2016 TO: SCHOOL BUSINESS OFFICE FROM: Ryan McDonald / Lou Padua The undersigned hereby makes application for use of school facilities (after regular school hours) as follows: NAME OF SCHOOL REQUESTED: Waterbury Career Academy \_\_\_Swimming Pool Auditorium Café/Rooms DATES REQUESTED: Tuesday and Thursday nights in July and August July 5th - Aug. 30th FROM: 6pm TO: 8pm FOR THE FOLLOWING PURPOSES: Girls basketball training

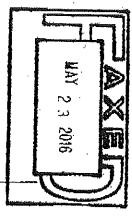
Please note the following provisions:



Please give form to Nicole Steck

#### SCHOOL PERSONNEL USE ONLY

DATE: 5/23/1



TO:

SCHOOL BUSINESS OFFICE

FROM:

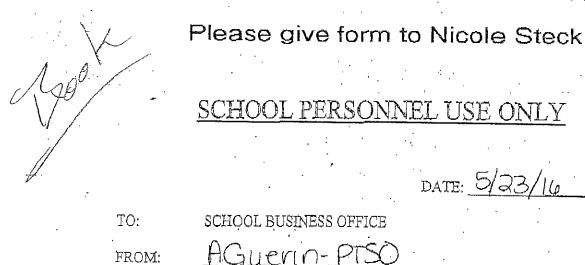
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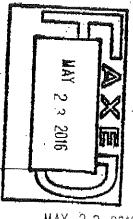
MAY 2 3 2016

	The undersigned hereby makes application for use of school facilities (after regular
	school hours) as follows:  NAME OF SCHOOL REQUESTED: WANS
	Ataium
-	Auditorium Gymnasium Swimming Pool Café/Rooms & Lobby
· ·	DATES REQUESTED: 6/14/16
	FROM: 9:30 am/pm TO: 10:30 am/pm
0,00	FOR THE FOLLOWING PURPOSES:
	Grad night checkin

adriano Guerra

Please note the following provisions:





MAY 2 3 2016

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

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Auditoriu	n Gymnasium L	Swimmin	g Pool .	Café/Room
DATES REQU	ESTED: \$6/15/16	0		
•	FROM: 4:00	am)pm	то: 7.3	
FOR THE FOI	LOWING PURPOSES:			,
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Please note the following provisions:



#### COMMITTEE ON SCHOOL FACILITIES & GROUNDS

**WORKSHOP:** 

Thursday, May 26, 2016 (WAMS)

**BOARD MEETING:** 

Thursday, June 2, 2016

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		
Taft Pointe Condo Assoc.	WSMS rm. or café: Mon., June 20th 4:00-8:30 pm		
Karina Smith	(annual association meeting)		

#### **REQUESTING WAIVERS:**

Waterbury Ballers	Wilby gym: Sat.& Sun. August 6th & 7th	8am-9pm
Terence Lott	(Fundraiser for school supplies)	(\$2352.)

GROUPS NOT SUBJECT TO F	EES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:
Girl Scouts of CT.	WSMS café & rm.: Wed., August 24th 4:00-9:00 pm
Carmen Richtarich	(kick-off meetings for volunteers)
Clayton Memorial Church	Wilby track only: Sat., July 9th 10:00am-2:00 pm
Rev. Delories Patterson	(church walk)
Waterbury Ballers	Kennedy gym: 6/14-7/28 MonThurs. 5:30-9:00 pm
Terence Lott	(summer basketball league)
Hoops 4 Life	WSMS gym: 6/28-9/22 (38 dates) 4:30-9:00 pm
Deneen Fryer	Reed gym: 6/28-9/22 (38 dates) 4:30-9:00 pm
335A	(basketball program)

MONIES COLLECTED TO DATE:	\$ 88,998.50
Approved:	
John Theriault	Kathleen M. Ouellette, Ed. D.
	Superintendent of Schools

These activities are completed and have been billed:

Sacred Heart H. S. Holy Cross H. S.

#### 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# MAY 1 7 2016

APPLICANT Taft Pointe Condominium Association NAME OF ORGANIZATION Taft Pointe Condominium
ADDRESS Taft Pointe Waterbury CT 06708 TELEPHONE # 860-259-1046
(street) (city) (state) (zip code)
SCHOOL REQUESTED West Side DATES 6/20/16 ROOM(S) Cafeteria OR ROOM
OPENING TIME 4:00PM CLOSING TIME 8:30 PM PURPOSE Association Meeting
ADMISSION (if any) NONE CHARGE TO BE DEVOTED TO N/A
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 30 CHILDREN 0
SIGNATURE OFAPPLICANT Karina C. Smith DATE 5/17/16
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: Karina Smith, Manager P.O. Box 1343 Farmington, CT 06034
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. (PLEASE INITIAL)
SCHEDULE OF RATES: CUSTODIAL FEES: 42/H/2
RENTAL FEES: \$10/HR.
MISCELLANEOUS FEES:
SECURITY DEPOSIT \$ 1500, INSURANCE COVERAGE NO
PLEASE READ THE FOLLOWING CAREFULLY
APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.
A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION ( IF APPLICABLE)
IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON -ALL ACTIVITIES ARE CANCELLED ALSO.
THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.
CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.
POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452
CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE: PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).
KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)
PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.
IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS WILL BE RIGIDLY ENFORCED.
APPROVAL DATE
SCHOOL BUSINESS OFFICE
CHECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE SCHOOL BUSINESS OFFICE. NO CASH WILL BE ACCEPTED.

DEPARTMENT OF EDUCATION WATERBURY, CONNECTICU SCHOOL BUSINESS OFFICE 236 GRAND ST., WATERBURY, CT 06702 USE OF BUILDING PERMIT CONTRACT# TYPE OR USE PEN AND PRESS FIRMLY APPLICANT NAME OF ORGANIZAT ADDRESS 065¢ (city) (state (zip code) SCHOOL REQUESTED WOLL ROOM(S) CLOSING TIME ADMISSION (if any) Program APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS CHILDREN SIGNATURE OF APPLICANT PERSON(S) NAME\_ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: 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. Aistor Morcus SCHEDULE OF RATES: CUSTODIAL FEE RENTAL FEES! MISCELLANEOUS FEES SECURIPÝ DEPOSIT S PLEASE READ THE 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: (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. T IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS VILL BE RIGIDLY ENFORCED. IPPROVAL DATE SCHOOL BUSINESS OFFICE HECKS OR MONEY ORDERS FOR FEES SHOULD BE MADE OUT TO THE BOARD OF EDUCATION AND MAILED TO THE NO CASH WILL BE ACCEPTED.

# WAIVE TO Building Permit)

	W WHOW Ballere
APPLICANT/ORGANIZATION: 4H	M WARY Daten
Please check below specific item(s):	,
Building Usage Fees	Custodial Fees
·	11/1/ / 6 4
SCHOOL/ROOMS REQUESTED:	Wilby Gym
DATE(S): Aug. Lo	TIMES: 8AM - 9pm TIMES: 8AM - 9pm
DATE(S): Awg. 7	TIMES: 8AM - 4 PM
DATE(S):	_ TIMES:
DATE(S):	TIMES:
DATE(S):	TIMES:
DATE(S):	
5/12/11	- Parties
Date	Signature
. О	FFICE USE ONLY
•	•
List total cost of fees being requested to	be waived:
s <u>s</u> 2	335Q, S
Building Usage Fees	Custodial Fees Security Deposit
, . В	OARD USE ONLY
The Board of Education approved/denie	ed the above referenced waiver request(s) at their regular
meeting of	······································
	ATTEST: : Clerk, Bòard of Education
	Clerk, Roard of Education

2016-2017

FAX NO.

Apr. 12 2016 04:07PM P1

DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT SCHOOL BUSINESS OFFICE
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#  USE OF BUILDING PERMIT  TYPE OR USE PEN AND PRESS FIRMLY
APPLICANT CARMEN RICHTARICH NAME OF ORGANIZATION GIRL SCOUTS OF CONNECTICAL
ADDRESS 171 GRANDVIEW AVENUE SUITE 102 TELEPHONE # 203-757-1340  (street) WATCHEURY) CT (state) 06708(zip code) CAFETER 1 A
SCHOOL REQUESTED MIDDLE SCHOOL DATES AUGUST 24, 20/6 ROOM(S) & MUSIC ROOM
OPENING TIME 4:00 pm CLOSING TIME 9:00 pm PURPOSE GIRL SCOUT KICK- OFF FOR VOLUNTORES
ADMISSION (If any) NONE CHARGE TO BE DEVOTED TO RETATING IN AND OUT)
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150-175 CHILDREN 35 DURING EVENT
SIGNATURE OF APPLICANT CONTRACTOR DATE 4/13/16
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: * CTN
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.
SCHEDULE OF RATES: CUSTODIAL FEES:
RENTAL FEES:
MISCELLANEOUS FEES:
SECURITY DEPOSIT \$ INSURANCE COVERAGE YES NO
PLEASE READ THE FOLLOWING CAREFULLY
APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.
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SCHOOL BUSINESS OFFICE

APPROVAL DATE\_

FROM\: / / /

#### DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT

SCHOOL BUSINESS OFFICE 236 GRAND ST., WATERBURY, CT 06702

VINCONCTION

USE OF BUILDING PERMIT  TYPE OR USE PEN AND PRESS FIRMLY
APPLICANT Key Selories Pallerson NAME OF ORGANIZATION Clayton Memorial China
ADDRESS 795 Lakewood Rd Watabur (Ct. Ob) FELEPHONE # 203-519-1535 (street) (city) (state) (zip code) Safurda 1.
SCHOOL REQUESTED WILL DATES 7-9-16 ROOM(S) Track Only
OPENING TIME 10:00 AmcLOSING TIME 2:00 Pm PURPOSE (1)01K
ADMISSION (if any)CHARGE TO BE DEVOTED TO
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 75 CHILDREN 25
SIGNATURE OFAPPLICANT Rev. Nelyis Patter DATE 5-5-16
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 <a href="Lesse">Lesse</a> is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. (PLEASE INITIAL)
SCHEDULE OF RATES: CUSTODIAL FEES:
RENTAL FEES:
MISCELLANEOUS FEES:
SECURITY DEPOSIT \$ UNSURANCE COVERAGE YES NO.
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DEPARTMENT OF EDUCATION WATERBURY, CONNECTICUT SCHOOL BUSINESS OFFICE	
236 GRAND ST., WATERBURY, CT 06702 CONTRACT# 3 20,  USE OF BUILDING PERMIT  TYPE OR USE PEN AND PRESS FIRMLY	Ts.
ADDITION TO DECIME 1 AT	)
ADODESC AS CO. ( A ) .	
(street) (city) (state) (zip code)	
SCHOOL REQUESTED Kenndy West DATES 6/01/16 -7/26/16 ROOM(S) (9) M	
OPENING TIME 500 CLOSING TIME 100 PURPOSE Summer Basketsoll Leading	
ADMISSION (if any) NowCHARGE TO BE DEVOTED TO	-
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 50 CHILDREN 50	_
SIGNATURE OF APPLICANT Jun fixt. DATE 5/13/14	<del></del>
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:	<del></del>
(FAME)	
In the event that the Board of Education should need to resort to legal proceedings to collect	<del></del>
any outstanding balances, the <u>lessee</u> is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. (PLEASE INITIAL)	
SCHEDULE OF RATES: CUSTODIAL FEES:	•
RENTAL FEES:	
MISCELLANEOUS FEES;	
MIGGELLANEOUS PEES:	_
SECURITY DEPOSIT \$ INSURANCE COVERAGE YES NO	-
PLEASE READ THE FOLLOWING CAREFULLY MON -T	Eurh
ARPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.	
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#### DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT SCHOOL BUSINESS OFFICE 236 GRAND ST., WATERBURY, CT 06702 CONTRACT# USE OF BUILDING PERMIT TYPE OR USE PEN AND PRESS FIRMLY (city) (state) SCHOOL REQUESTED ADMISSION (if any) CHARGE TO BE DEVOTED TO APPROXIMATE NUMBER OF PEOPLE TO BE CHILDREN -201 SIGNATURE OF APPLICANT PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: 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. (PLEASE INITIAL) SCHEDULE OF RATES: CUSTODIAL FEES: RENTAL FEES MISCELLANEOUS FEES SECURITY DEPOSIT \$ NSURANCE COVERAGI YES NO OLLOWING 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. DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452 PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).

POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH

CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE:

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)

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APPROVAL DATE SCHOOL BUSINESS OFFICE

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DEPARTMENT OF EDUCATION - WATERBURY, CONNECTICUT SCHOOL BUSINESS OFFICE 236 GRAND ST., WATERBURY, CT 06702 CONTRACT# USE OF BUILDING PERMIT TYPE OR USE PEN AND PRESS FIRMLY (street) (city) (state) (zip code) SCHOOL REQUESTED WESTSIAT M. ADMISSION (if any) CHARGE TO BE DEVOTED TO APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS کCHILDREN SIGNATURE OF APPLICANT PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: 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. (d) (PLEASE INITIAL) SCHEDULE OF RATES: CUSTODIAL FEES: RENTAL FEES MISCELLANEOUS FEES: SECURITY DEPOSIT \$ 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 Goldenro

Goldenrod-School Business Office

Pink-Principal

Blue-Custodian

# Communications



Packet week ending 5/94/16



#### The Greater Waterbury Branch of the NAACP

232 N. Elm Street Waterbury, Connecticut office telephone (203) 591-1909 Mailing address: P.O. Box 1147 06702

Elizabeth C. Brown, President Waterbury Board of Education 234 Grand Street Waterbury, Connecticut 06702

May 16, 2016

VIA EMAIL AND U.S. MAIL

Dear Ms. Brown,

On the behalf of the Greater Waterbury Branch of the NAACP I am requesting under the Connecticut Freedom of Information Act § 1-200 et seq., the opportunity to obtain copies of public records for the past fifteen (15)) years of the Waterbury School District's recruiting and hiring of African American Teachers and Administrators. The request for information is as follows;

- Does the School District recruit seriously for African American Teachers, including from Historical Black Colleges and University (HBCU) and/or Connecticut State Colleges or University (not Limited too)? Provide copies of all communication sent and received concerning minority recruitment.
- Provide copies of EEO Reports submitted to the State of Connecticut from 2000 until 2016 Staff statistics.
- 3. The number of Teachers and Principles by race/ethnicity that are employed by the Waterbury School District.
- 4. Provide copies of job posting for Minority Teachers and Administrators from 2000 until 2016; copies of list placement for job postings; copies of advertisements and notices of job posting including information showing diversity by race/ethnicity.

- $5.\ Provide\ the\ names\ of\ persons\ employed\ by\ the\ Waterbury\ School\ District\ responsible\ for\ Minority\ Teacher\ Recruitment.$
- 6. Provide documentation of budgeted money dedicated to minority recruitment for advertisement and travel: Provide documentation of the number of staff personnel allocated for minority recruitment?
- 7. Provide copies of all materials used in the recruitment of minority teachers and administrators from 2000 to 2016.
- 8. Provide copies of the School District's written Minority Retention Plan and the Citywide Affirmative Action Plan.

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$5.00. However the NAACP would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public 's understanding of the civil rights matter we are undertaking.

Please forward the information to our NAACP Branch Advisor to the President Cicero B. Booker Jr. at 149 Devon Wood Drive, Waterbury, Connecticut 06708.

The Connecticut Freedom of Information Act requires a response within four business days. If access to the records I am requesting will take longer, please contact me with information about when I might expect copies of the requested records.

If you deny any or this entire request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Should you need any further information, you may contact me at (203) 510-5096 or e-mail <a href="mailto:chbookerir@snet.net">chbookerir@snet.net</a>.

Thanking you in advance, I remain

Sincerely, Cicaro B Booker A.

Cicero B. Booker Jr., Chairperson

#### Cc:

Scot X Esdaile, President Connecticut NAACP State Conference James Monroe, President Waterbury Branch NAACP John Brittain, Legal Advisor Connecticut NAACP State Conference Benjamin Foster, Chairmen Education Committee NAACP State Conference David McGuire, Executive Director, ACLU of Connecticut