

Board of Education

REGULAR MEETING

Thursday, November 5, 2015 – 6:30 p.m.

Waterbury Arts Magnet School, 16 South Elm Street, Waterbury, CT

A G E N D A

- 1. *Silent Prayer***
- 2. *Pledge of Allegiance to the Flag***
- 3. *Roll Call***
- 4. *Communications***
- 5. *Public Addresses the Board:*** All speakers are encouraged to submit prepared written statements to the Commissioners. Comments shall be limited to a maximum of five minutes. The Chairman will disallow a speaker from continuing to speak if slanderous or defamatory remarks are made. There will be no responses this evening to any questions or concerns raised; they will be referred to the Administration for review and response.
- 6. *Superintendent's Announcements***
- 7. *President's Comments***
- 8. *Consent Calendar***
 - 8.1 *Committee of the Whole:* Request approval of a new after-school program for Chase and Wilson Family Resource Centers entitled "Arts After School Program".
 - 8.2 *Committee on Finance:* Request approval of the submission of the Title III English Language Acquisition Enhancement and Academic Achievement Act Grant.
 - 8.3 *Committee on Finance:* Request approval of the submission of the Immigrant Children and Youth Education Grant.
 - 8.4 *Committee on Finance:* Request approval of the submission of the Consolidated Two-year Federal Grant Application.
 - 8.5 *Committee on School Personnel:* Request approval of the revised job specifications for the position of Office Manager for the Special Education & Pupil Services Department.
 - 8.6 *Committee on Building:* Request approval of an Agreement with O & G Industries, Inc. for Program Management Services for School Building Construction Projects.
 - 8.7 *Committee on Curriculum:* Request permission be granted to Kerry Coyle, CHS, and four chaperones to take 50 students to Salem, MA on November 6, 2015 to visit various historical sites (date change/previously approved).

- 8.8 *Committee on School Facilities & Grounds:* Use of school facilities by school organizations and/or City departments.
- 8.9 *Committee on School Facilities & Grounds:* Use of school facilities by outside organization and/or waiver requests.

9. *Items Removed from Consent Calendar*

10. *Committee on Curriculum* – Commissioner Brown

- 10.1 Request approval of an Agreement with Abbott Terrace Health Center, Inc. for the establishment of a clinical program for students enrolled at the Waterbury Career Academy as nurse's aides.

11. *Committee on School Personnel* – Commissioner Harvey

- 11.1 Request approval of the new salary range for the position of Principal of Alternative Education Programs.

12. *Superintendent's Notification to the Board*

12.1 Athletic appointments effective immediately:

Barbieri, Stephen – WCA Varsity Girls' Basketball Coach.
DeFazio, Martin – WCA Junior Varsity Boys' Basketball Coach.
Flammia, Domenica – WCA JV Assistant Football Coach
O'Leary, Ronan – WCA Varsity Boys' Basketball Coach.
Currier, Kara – KHS Assistant Girls' Swim Coach.
Likorama, Robert – KHS Assistant Soccer Coach.
Gwiazdoski, Paul – CHS Assistant Football Coach.
Tyson, Quintin – CHS Assistant Football Coach.
Alves, John – WHS Assistant Soccer Coach.
Hunt, Thomas – WHS Head Soccer Coach.
Mangelinkx, Mark – WHS Assistant Football Coach.
Mauro, Jennifer – WHS Acting Cheerleading Coach.
Perusse, Joseph – WHS Assistant Football Coach.
Tiru, Eddie – WHS Cross Country Coach (previously acting).
Tiru, Eddie – WHS Indoor Track Coach.
Tiru, Eddie – WHS Outdoor Track Coach.
Poulter, Kara – NEMS Swimming Coach.
Demas, Vivaldi – WMS Head Boys' Basketball Coach (correction).

12.2 Grant funded appointments effective immediately:

Bertola, Brittany – Coordinator of College and Career Access Center, CHS, 208 days per year, 35 hours per week, \$53,000 annually, non-union with benefits governed by the UPSEU Agreement, funded by Turnaround Funds.
Foote, Andre – Music Teacher, Walsh Intervention After School Program, contingent upon enrollment, salary per MOU, funded by Turnaround Funds.

Planas, Jaclyn – Human Resources Assistant-Grant Funded Personnel, 35 hours per week, 12 months per year, \$45,008 annually, non-union with benefits governed by the SEIU Agreement, effective 09/28/2015.

Pistov, Alma – Social Worker/Project Director, Support for Pregnant & Parenting Teens Grant, 12 months per year, 35 hours per week, \$53,600 annually, non-union with benefits governed by the UPSEU Agreement, funded by Support for Pregnant & Parenting Teens Grant.

12.3 Chase Family Resource Center Arts After-school Program appointments, salary according to individual's contract, funded by the Chase FRC Grant:

Cavallo, Angelica – Teacher Sub, as needed.

Stanziano, Dina – Teacher, four days per week for six weeks.

Torres, Jacqueline – Coordinator, four days per week for six weeks.

Turner, Gina – Paraprofessional, four days per week for six weeks.

12.4 Reed Family Resource Center After-school Programs appointments, salary according to individual's contract, funded by the Reed FRC Grant:

Courtney, Charise – Assistant Instructor, The New Music Club, two days per week for 12 weeks.

Farrington, Gina – Paraprofessional, The Creative Art Club, two days per week for eight weeks.

Greene, David – Lead Instructor, The New Music Club, two days per week for 12 weeks.

Griffin, Denise – Lead Instructor, The Daily Rocket Newspaper Club, one day per week for 20 weeks.

Maturo, Joanna – Substitute Instructor, as needed.

Regan, Lauren – Lead Instructor, The Creative Art Club, two days per week for eight weeks.

Rinaldi, Heather – Substitute Instructor, as needed.

12.5 Wilson Family Resource Center Arts After-school Program appointments, salary according to individual's contract, funded by the Wilson FRC Grant:

James, Becky – Paraprofessional Sub, as needed.

LaRossa, Terra – Paraprofessional, four days per week for six weeks.

LeStage, Sara – Teacher Sub, as needed.

Matthews, Daria – Paraprofessional Sub, as needed.

Orsatti, Donna – Paraprofessional Sub, as needed.

Porcaro, Stefanie – Teacher, four days per week for six weeks.

Reho, Jessica – Coordinator, four days per week for six weeks.

12.6 Waterbury Arts Magnet School After-school programs appointments, salary according to individual's contracted, funded by WAMS Operating Grant:

Administrator – Holly Gillis

Jazz Band – Andrew Caruk

Strings – Mary Case

Concert Band & Drumline – Phillip Sterling

Rock Orchestra – Benton Ridgeway
 Middle School Select Choir & High School Chamber Choir – Marianna Vagnini
 Dance Ensemble – Patricia Gray
 Creative Writing – Bruce Post
 Seniors College Search and Planning – Licia Fitzpatrick
 Spanish Club – Tracey King Johnson
 Film Appreciation – Ana Bosman
 Video Production – Justin Amenta
 8th Grade Talent Show – Matthew Rucinski
 Reader's Theater – Doreen Lopez
 The Moebius Project with Shakesperience – Matthew Rucinski, Elisa D'Agostino & Joseph Mendello alternate.
 Knitting – Amy Cordon
 Visual Arts Portfolio Prep – Jeanette Gumbulevich
 Photography Lab – Suzzane Kirschner

12.7 Extended School Hour (ESH) Program appointments, salary according to individual's contract:

School	Last name	First Name	Assignment
Bucks Hill	Arroyo	Maria	Enrichment/Paraprofessional
Bucks Hill	Bello-Davila	Delia	Administrator
Bucks Hill	Bloom	Lisa	Substitute
Bucks Hill	Cacho-Zuniga	Lurbini	Enrichment/Paraprofessional
Bucks Hill	Corbo	Cherie	Teacher
Bucks Hill	Damon	Alison	Teacher
Bucks Hill	Drewry	Megan	Teacher
Bucks Hill	Fortuna	Anne	Substitute
Bucks Hill	Gerrish	Jessica	Substitute
Bucks Hill	Hudobenko	Filomena	Administrator
Bucks Hill	Khalsa	Siri	Substitute
Bucks Hill	Larina	Olga	Substitute
Bucks Hill	Lawson	Doreen	Substitute
Bucks Hill	Montes de Oca	Delmaliz	Enrichment/Social Worker
Bucks Hill	Mucciario	Ashley	Teacher
Bucks Hill	Nolan	Joan	Secretary
Bucks Hill	O'Donnell	Jennifer	Teacher
Bucks Hill	O'Leary	Amy	Substitute
Bucks Hill	Peschke	Marcy	Enrichment/Tennis Teacher
Bucks Hill	Santiago	Koulla	Teacher
Bucks Hill	Sarah	Clark	Substitute
Bucks Hill	Traver	Melissa	Admin. Asst.
Bunker Hill	Cruess	Steven	Teacher
Bunker Hill	Cugliari	Tricia	Substitute
Bunker Hill	Fiore	Patience	Substitute
Bunker Hill	Greaney	Vanessa	Substitute
Bunker Hill	Groppi	Susan	PE teacher & Substitute
Bunker Hill	Guerrera	Maureen	Secretary

Bunker Hill	Labagh	Michael	Teacher
Bunker Hill	Lyons	Donna	Lead teacher
Carrington	Carosella	Stephen	Teacher
Carrington	Hanley	Jessica	Teacher
Carrington	Hernandez	Ivan	Teacher
Carrington	MacDonald	Christine	Teacher
Chase	Calabrese	Matthew	Administrator
Chase	Caldarella	Lori	Teacher grades 3,4 &5
Chase	Cavallo	Angelica	Teacher/Sub grades 3,4 &5
Chase	Currier	Doreen	Parent Liaison/Vendor Coord.
Chase	Dempsey	Leslie	Teacher grades 3,4 &5
Chase	Howles	Melissa	Teacher grades 3,4 &5
Chase	Matthews	Steven	Teacher grades 3,4 &5
Chase	Salvia	Carol	Secretary
Chase	Stokes	Laura	Teacher grades 3,4 &5
Cross W	Amato	Joseph	Administrator Sub.
Cross W	Capobianco	Marnee	Grade 3
Cross W	Danziger	Byron	P.E.
Cross W	Gilligan	Amanda	Grade 5
Cross W	Sparwell	Cynthia	Grade 4
Cross W	Sullivan	Kacey	Administrator
Driggs	Abarzua	Lauren	Teacher
Driggs	Atkinson	Jennifer	Secretary
Driggs	Brady	Charlotte	Substitute
Driggs	Cipriano	Jillian	Substitute
Driggs	Giampetruzzi	Daniela	Administrator
Driggs	Kuncas	Justine	Teacher
Driggs	LaFrance	Andrea	Teacher
Driggs	Pastore-Quezada	Paula	Substitute
Driggs	Sconziano	Jessica	Teacher
Driggs	Theriault	Michael	Substitute
Duggan	Angurio	Karen	Teacher
Duggan	Brittingham	Michele	Teacher
Duggan	Christolini	Jeanine	Substitute
Duggan	Diorio	Jill	Substitute
Duggan	Field	Susan	Substitute
Duggan	Finkenzeller	Frances	Teacher
Duggan	Giuffre	Maureen	Substitute
Duggan	Hart	Richard	Teacher
Duggan	Miller	Christine	Substitute
Duggan	Scirica	Erin	Substitute
Generali	Barbieri	Nikki	Teacher
Generali	Bartong	Clarise	Sub Paraprofessional
Generali	Binns	Natasha	Sub Paraprofessional
Generali	Coughlin	Timothy	Teacher
Generali	Della Camera	Ashely	Substitute
Generali	Dunlap	Laura	Paraprofessional

Generali	Finlay	Kelly	Teacher/Sub
Generali	Macharelli	Brian	Teacher
Generali	Mendoza	Tania	Secretary
Generali	Moscarella	Beth	Sub Paraprofessional
Generali	Rhinesmith	Wendy	Substitute
Generali	Roberts	Kelly	Sub Paraprofessional
Generali	Rock	Stefanie	Lead Teacher
Generali	Simoes	Odet	Teacher
Generali	Templeton	Donnanetta	Sub Paraprofessional
Generali	Vance	Bridgette	Substitute
Generali	Verrier	Marie	Sub Paraprofessional
Generali	Walling	Margaret	Sub Paraprofessional
Gilmartin	Bulls	Tanya	Social Worker
Gilmartin	Cibaku	Denisa	Secretary
Gilmartin	Evans-Foster	Shernett	Kindergarten Teacher
Gilmartin	Nunez	Kate	Art Teacher (substitute)
Gilmartin	Vowe	Nirmala	Teacher
Kingsbury	Bisaillon	Bret	Gr. 5 ESH Teacher
Kingsbury	Capaldo	Christine	Substitute
Kingsbury	Cigas	Jeannine	Substitute
Kingsbury	Dellano	Chelsea	Substitute
Kingsbury	DiBella	Lee	Gr. 4 ESH Teacher
Kingsbury	Galanti	Laura	Substitute
Kingsbury	Guedelha	Norma	Clerical
Kingsbury	Hamel	Clare	Substitute
Kingsbury	Razza	Angela	Administrator
Kingsbury	Rizzo	Lisa	Gr. 3 ESH teacher
Kingsbury	Signore	Nicole	Substitute
Regan	Dombrowski	Jason	Teacher
Regan	O'Brien	Lindsay	Teacher
Regan	Russell	Blair	Teacher
Regan	Stribling	Denise	Secretary
Reed	Albizu	Cindy	Teacher
Reed	Dematteis	Jennifer	Substitute
Reed	Greene	David	Substitute
Reed	Griffin	Denise	Teacher
Reed	Maturo	Jonna	Teacher
Reed	Mendoza	Juan	Administrator (Sub)
Reed	Murphy	Amy	Substitute
Reed	Tomasella	Diurca	Administrator
Tinker	Bayer	Carissa	Substitute
Tinker	Cofrancesco	Darlene	Administrator
Tinker	Cote	Sue	Clerical
Tinker	DeSanto	Christine	Substitute
Tinker	Mastrianna	Catherine	Teacher
Tinker	Ouellette	Francene	Teacher
Tinker	Sagendorf	Janet	Substitute
Tinker	Walent	Cheyenne	Teacher

Walsh	Bilbrough	Allyson	Teacher
Walsh	Davino	Jenna	Teacher
Walsh	DeGroate	Talisha	Substitute
Walsh	Fac	Elizabeth	Teacher
Walsh	Natoli	Jane	Substitute
Walsh	Riccio	Tim	Substitute
Walsh	Swartz	Samantha	Substitute
Washington	Bochicchio	Judy	Paraprofessional
Washington	Cocchiola	Kaitlyn	Paraprofessional
Washington	Fitzgerald	Kris	Secretary
Washington	Homewood	Gregory	Teacher
Washington	Lanouette	Jay	Substitute
Washington	LeVasseur	Justine	Teacher
Washington	Montagno	Nakita	Substitute
Washington	Pinho	Kelly	Teacher
Washington	Rodriguez	Dolores	Substitute
Washington	Whyte	Jasmesina	Paraprofessional
Wilson	Costa	Marjorie	Teacher 3 – 5 th Math & ELA
Wilson	Donahue	Jamie	Teacher 3 rd – 5 th Math, Science & P.E.
Wilson	Foy	Talisha	Substitute Administrator
Wilson	Labagh	Cheryl	Substitute
Wilson	Manning	Megan	3 rd -5 th ELA, Science & P.E.
Wilson	Orsatti	Donna	Secretary
Wilson	Reho	Jessica	Paraprofessional
Wilson	Rosser	Jennifer	Administrator
Wilson	Shaffer	Andrea	Substitute

12.8 Involuntary transfers:

Henson, Elizabeth – from Middle School House Principal, WSMS, to High School Vice Principal, WHS, effective 11/09/15.

Tolman, James – from High School Vice Principal, WHS to Middle School House Principal, WSMS, effective 11/09/15.

12.9 Teacher new hires:

Name		Assignment		Step	Effective
Carignan	Jonathan	WAMS	English	B+15/1	8/26/15
Clark	Gregory P.	NEMS	Science	B+15/4	9/11/15
Costa	Rosalie	WMS	Spec. Educ.	6TH/5	9/14/15
DaSilva	Tara E.	Walsh	Elementary	MA/1	9/21/15
Donvale	Ashley R.	Bucks Hill	Bil. Grade 3	B+15/3	8/24/15
Kavanaugh	Robert F.	WHS	Spec. Educ.	MA/3	8/24/15
Keller	Kim L	Wash/BH Annex	Art	MA/4	9/18/15
Newland	Cheryl	Sprague	TESOL	MA/7	8/24/15
Putnam	Kelly A.	Rotella	Visual Imp.	6 TH /8	9/30/15
Radzimirski	Abigail	Kingsbury	Kindergarten	BA/1	9/28/15
Schmidt	Gregory J.	KHS	Spec. Educ.	6 TH /11	9/28/15
Sharkey	Alyssa M.	NEMS	Sch. Counselor	M+15/1	9/15/15
Stanziano	Dina J.	Chase	Art	BA/2	9/14/15

12.10 Adult Education appointments effective November 9, 2015:
Kessler-Farias, Julie – ABE Instructor, 25 hours p/week @ \$32.00 p/hour.
Xhafi, Ermonela – Substitute, as needed @ \$24.00 p/hour.

12.11 Resignations:
Walston, Kevin – Instructional Leadership Director, effective 12/04/15.

13. *Unfinished Business of Preceding Meeting Only*

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

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

16. *Adjournment*

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE OF THE WHOLE

Item #8.1

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee of the Whole, the Superintendent of Schools recommends approval of a new after-school program for Chase and Wilson Family Resource Centers entitled "Arts After-school Program".

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #8.2

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent of Schools recommends approval of the submission of the Title III English Language Acquisition Enhancement and Academic Achievement Act Grant.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Jason Van Stone

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #8.3

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent of Schools recommends approval of the submission of the Immigrant Children and Youth Education Grant.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Jason Van Stone

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON FINANCE

Item #8.4

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent of Schools recommends approval of the submittal of the 2015-2017 Consolidated Two-year Federal Grant Application.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Jason Van Stone

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #8.5

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Personnel, the Superintendent of Schools recommends approval of the revised job specifications for the position of Office Manager for the Special Education & Pupil Services Department, as attached.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey

EDUCATION

Special Education - Office Manager

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

- Oversee day to day operations of the Special Education & Pupil Service Department
- Manages the reception area to ensure effective telephone and mail communications both internally and externally to maintain professional image.
- Promote and model respectful professional climate/relationships.
- Supervises all clerical personnel and implements procedures of office operations and district policies.
- Conducts clerical evaluations and hiring
- Maintains schedules of vacation days, personal days, sick days etc.
- Prepares and submits department payroll for clerical personnel and supervisors
- Assemble and coordinate expenditures for the office budget, input of purchase orders
- Supervises the maintenance of office areas and equipment, including copier, fax machine, etc.
- Oversee ordering and distribution of classroom supplies as needed for special education programs.
- Process Expulsion packets and maintain data base
- Oversees hiring, placement, transfers, appraisals and employee change forms for paraprofessionals, ABA therapists, Attendance Counselors, and other civil service employees employed by special education department.
- Types letters, memos, forms, evaluations, notes, calendars, etc., as requested by Director of Special Education & Pupil Services
- Handle and Distribute U.S. Mail and inter-office mail.
- Other duties as assigned by Director of Special Education & Pupil Services

Qualifications:

- High School Diploma or GED required.
 - Five years' of experience in clerical or secretarial work.
 - Knowledge and Experience of principles and practices of office management.
 - Knowledge of computers -Microsoft Office: Word, Excel, PowerPoint, Adobe, Internet etc...
 - Ability to prioritize work and make good decisions in accordance with policies and procedures of the department.
 - Ability and experience to maintain a variety of clerical records in an organized and systematic form.
 - Excellent communication skills for interacting with staff, parents and community
 - Ability and experience to maintain complex records.
- Work/Year/ Hours of Work: 12 months, 35 hours per week
- Salary/ Benefits \$15.38 --- \$16.48
- This is a grant funded position that exists as long as grant funds are available. Benefits are governed by UPSEU Collective Bargaining Agreement

Please apply at: <http://www.applitrack.com/waterbury/onlineapp>

Closing date:

Revised: Oct/2015

EDUCATION

OFFICE MANAGER EDUCATIONAL GRANTS DEPARTMENT

General Statement of Duties: To provide administrative and secretarial assistance of a confidential and responsible nature requiring knowledge of the district-wide and department systems and procedures.

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

- Answers telephones and screen incoming calls and provide information to callers requiring knowledge and sensitivity to the department's function.
- Responsible for inputting and maintaining logs, records, and files on the computer.
- Compose routine letters and memos for the Supervisor and the Educational Grants Manager.
- Compile information from a variety of sources and prepare charts and graphs as requested by Supervisor.
- Screen letters, memos, reports, and materials to determine action required. May make recommendation to Supervisor.
- Arrange and coordinate meetings (including space and equipment). Assembles and coordinate expenditures for the budget, input of purchase orders and payment vouchers.
- Responsible for the receiving of all purchases within the Grants Office.
- Assist Education Grants Manager with payable and receivables activity accounts, expenditures within the budget, input of purchase orders and payment vouchers.
- Other related duties as assigned by the Superintendent of Schools and the Supervisor of Educational Grants Office.

Qualifications:

- High School Diploma or GED required with courses in accounting and business. Four to five years experience in clerical or secretarial work.
- Knowledge and experience of principles and practices of office management, accounting codes, and their application.
- Ability to use computer system (including Microsoft Windows 2000, Excel, PowerPoint, Internet, Adobe, etc.)
- Ability to prioritize work and make good decisions in accordance with policies and procedures of the department.
- Skill in performing computations with speed and accuracy.
- Ability and experience to maintain a variety of clerical records in an organized and systematic form.
- Knowledge and experience to assist with budget and budget revisions.
- Excellent communication skills to interact with staff, parents and community
- Ability and experience to maintain complex records.

Work Year/Hours of Work: 12 months, 35 hours per week

Salary/Benefits: \$28,000-\$30,000

This is a grant funded, union position that exists only as long as grant funds are available. Benefits are governed by the SBIU Collective Bargaining Agreement.

Please submit letter of intent, resume, City of Waterbury Employment application and 3 letters of reference to:

James A. Murray
Personnel-Education
236 Grand Street
Waterbury, CT 06702

Closing Date:

January 27, 2012

Revised 7/1/11

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON BUILDING

Item #8.6

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Building, the Superintendent of Schools recommends approval of an Agreement with O & G Industries, Incorporated to provide Program Management Services for School Building Construction Projects.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Jason Van Stone

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #8.7

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Curriculum, the Superintendent of Schools recommends permission be granted to Kerry Coyle, CHS, and four chaperones to take 50 students to Salem, MA on November 6, 2015 to visit various historical sites (date changed; previously approved on 10/15/15).

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Elizabeth C. Brown

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #8.8

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

GROUP	FACILITIES AND DATES/TIMES
N. Hutchinson	WAMS atrium: Fri., Nov. 13 th , 5 -7 pm and Sat., Nov. 14 th , 7:30 am - 3:00 pm (set-up on Fri. and Vendor Fair on Saturday by PTSO)
Registrar of Voters	KHS, CHS, Gilmartin, Tinker, Reed, Wilson, Regan, Carrington, Kingsbury, Sprague, Chase, W. Cross, Maloney and Washington Schools Tuesday, November 3 rd , 5:00 am - 9:00 pm (Municipal Election)
V. Vincenzi	Rotella café: Tues., Dec. 8 th , 6:00 - 9:00 pm (union meeting for the UPSEU/grant aides and PreK bus drivers)
R. Harmas	Wilby library: Nov. thru May, 3rd Tuesday each month, 5:30 - 7:30 pm (monthly parents meetings) Wilby LLC room: Nov. thru May, 2nd Tuesday each month, 6:00 - 8:30 pm (monthly Book Club meetings)
Andrew Midgen	Crosby café: Thurs., Nov. 12 th , 2:30 - 5:00 pm (CSEA/SEIU Local 2001 membership mtg.)
P. Caldarone	Generali gym: 11/4, 5, 10, 12, 3:00 -5:00 pm (Wallace boys basketball practice)
R. O'Neill	Carrington gym: Tues., Nov. 17 th , 6:00 - 8:30 pm (Family Night) Carrington salon: Tues., Nov. 10 th , 6:30 - 7:30 pm (H.S. options/parents mtg.)
R. Harmon	Wilby library: Nov. to May, first Monday of month, 4:00 - 6:00 pm (School Governance Council)
N. Clemente	Sprague gym: Wed., Nov. 18 th , 5:00 - 7:00 pm, (Family Science Night)
P. Poulter	Regan all purpose room: Thurs., Nov. 19 th , 5:00-7:30 pm (Family Math Night) Regan all purpose room: Thurs., Jan. 14 th , 5:30-7:30 pm (PTO meeting) Regan all purpose room: Thurs., Feb. 25 th , 5:00-7:30 pm (Family Movie Night) Regan all purpose room: Thurs, Mar. 24 th , 5:30-7:30 pm (Book Bingo)

Approved:

Felix M. Rodriguez

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL FACILITIES & GROUNDS

Item #8.9

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Facilities and Grounds, the Superintendent of Schools recommends approval of the use of school facilities by outside organizations and/or waiver requests, subject to fees and insurance as required:

GROUP	FACILITIES AND DATES/TIMES
Kingdom 1st. Church Min. Oren Stephens	Reed cafe: Sundays, 10:30 am - 12:30 pm, January to June (services)

REQUESTING WAIVERS:

Bunker Hill Sports Assoc.	Generali gym: Saturdays Nov. 14th – March 12th	
Nicholas Meglio	9:00 am - noon (Basketball program)	(\$2688.)
Neighborhood Housing Serv. of Waterbury	Reed café: Sat., Nov. 21st 4-8 pm Reed café: Sat., Dec. 19th 5-7 pm	
Eden Brown	(community meet & greet and Feed the Children)	(\$336.)
Mt. Carmel School John Egan	Tinker gym: Saturdays 11/7/15-3/20/16 8 am – 5 pm (boys & girls basketball program)	(\$7560.)
P.A.L.	Bucks Hill gym: Sat. & Sun., 12/12/15-4/7/16, 9 am - 5 pm	(\$11,718.)
Ofc. C. Amatruda	Chase gym: Sat. & Sun., 12/12/15-4/9/16, 9 am – 5 pm	(\$11,718.)
	Driggs gym: Sat. & Sun., 12/12/15-4/9/16, 9 am – 5 pm	(\$11,718.)
	Generali gym: Sat. & Sun., 12/12/15-4/9/16, 6 pm – 9 pm	(\$5,208.)
	Gilmartin gym: Sat., 12/12/15-4/9/16, 9 am – 5 pm	(\$6,426.)
	Kingsbury gym: Sat. & Sun., 12/12/15-4/9/16, 9 am – 1 pm	(\$6,510.)
	Maloney gym: Sat. & Sun., 12/12/15-4/9/16, 9 am – 1 pm	(\$6,510.)
	Reed gym: Sat., 12/12/15-4/9/16, 9 am – 5 pm	(\$6,426.)
	Sprague gym: Sat., 12/12/15-4/9/16, 9 am – 5 pm	(\$6,426.)
	Sprague gym: Sun., 12/12/15-4/9/16, 9 am – 4 pm	(\$4,704.)
	Walsh gym: Sat., 12/12/15-4/9/16, 1 pm – 5 pm	(\$3,570.)
	Walsh gym: Sun., 12/12/15-4/9/16, 9 am – 5 pm	(\$5,292.)
	Wilson gym: Sat., 12/12/15-4/9/16, 9 am – 5 pm	(\$6,426.)
	WSMS gym: Sat., 12/12/15-4/9/16, 9 am – 12 pm	(\$2,856.)
	WSMS gym: Sun., 12/12/15-4/9/16, 9 am – 4 pm	(\$4,704.)
	Wilby gym: Sat., Jan. – Apr. (only if available per A.D.)	(\$1,260)

BOARD OF EDUCATION

Waterbury, Connecticut

Item #8.9

Page 2

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

Neighborhood Housing Serv. Of Waterbury Erika Cooper	Reed café: Monday, Nov. 9th 5:30-7:00 pm (community art project meeting)
Afr. Amer. Affairs Comm. Subira Gordon	Reed café: Thurs., Nov. 5th 6:00 - 8:00 pm (community event on racial profiling) (prior to Bd. Mtg.) (originally approved for 9/24/15 but was postponed)
Mt. Carmel Sch. John Egan	Tinker gym: 11/9/15-3/18/16 Mon. thru Fri. 4:00 - 7:00 pm
P.A.L. Ofc. C. Amatruda	Chase gym: 12/8/15-4/8/16, Tues. & Thurs., 5:30-9:00 pm Bucks Hill gym: 12/16/15-4/8/16, Mon. thru Fri., 5:30-9:00 pm Driggs gym: 12/16/15-4/8/16, Mon., Wed., Fri., 5:30-9:00 pm Gilmartin gym: 12/8/15-4/8/16, Tues., & Fri., 5:30-9:00 pm Kingsbury gym: 12/16/15-4/8/16, Mon., Wed., Fri., 5:30-9:00 pm Maloney gym: 12/8/15-4/8/16, Mon, Wed, Thurs, Fri., 5:30-9:00 pm Reed gym: 12/7/15-4/8/16, Mon., Wed., Fri., 5:30-9:00 pm Sprague gym: 12/7/15-4/8/16, Mon. thru Fri., 5:30-9:00 pm Walsh gym: 12/7/15-4/8/16, Mon. thru Fri., 5:30-9:00 pm Wilson gym: 12/7/15-4/8/16, Mon. and Fri., 5:30-9:00 pm WSMS gym: 12/1/15-4/7/16, Tues. & Wed., 5:30-9:00 pm

MONIES COLLECTED TO DATE:

\$22,839.75

Approved:

Felix M. Rodriguez

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON CURRICULUM

Item #10.1

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

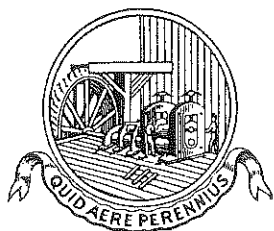
With the approval of the Committee on Curriculum, the Superintendent of Schools recommends approval of an Agreement with Abbott Terrace Health Center, Inc. to establish a clinical program for students enrolled at the Waterbury Career Academy High School as nurse's aides (supersedes previous Agreement approved by the Board on September 17, 2015).

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Elizabeth C. Brown



Waterbury Public Schools

236 Grand Street ♦ Waterbury, Connecticut 06702 ♦ (203) 346-2340 ♦ Fax (203) 574-8010

Paul F. Guidone
Chief Operating Officer
& Chief of Staff

MEMORANDUM

DATE: November 3, 2015

TO: Board of Education Commissioners
Board of Aldermen Members

FROM: Paul F. Guidone, Chief Operating Officer and Chief of Staff. *PFG*
Gary Miller, Interim Chief Operating Officer and Chief of Staff

SUBJECT: Abbott Terrace Health Center Agreement for the Allied Health Program at
Waterbury Career Academy

The Waterbury Career Academy's Allied Health Program would like to contract with Abbott Terrace to provide clinical experience for the Waterbury Career Academy (WCA) high school students at their facility. Abbott Terrace will adhere to the City's curriculum and the State's mandated hours needed to complete the course. They have facility space and personnel to accommodate WCA students free of charge.

The vendor has requested mutual indemnification be added to the agreement, which is listed in Sections 3.5 and 3.6 on page 6. Please feel free to contact me with any questions.

Thank you for your consideration.

PFG/mc

Attachment

cc: Louis Padua, Waterbury Career Academy Principal
Michael Harris, Waterbury Career Academy Vice Principal
File

AGREEMENT BETWEEN
CITY OF WATERBURY,
WATERBURY DEPARTMENT OF EDUCATION
AND
ABBOTT TERRACE HEALTH CENTER, INC.

Waterbury Career Academy High School Nurses Aide Training Program

THIS AGREEMENT (the "Agreement"), effective as of the date signed by the Mayor is by and between The City of Waterbury, The Waterbury Department of Education, Waterbury Career Academy High School, 236 Grand Street, 3rd Floor, Waterbury, Connecticut the "School"), and Abbott Terrace Health Center, Inc. with the principle place of business located at 135 South Road, Farmington, Connecticut 06032 (the "Facility").

WHEREAS, both the School and the Facility wish to establish a clinical program for the Students enrolled at the Waterbury Career Academy High School as Nurse's Aides at the Facility upon termination of required courses in theory and practicum.

WHEREAS, the parties agree that this agreement is intended to set forth guidelines for the operation of the program.

NOW THEREFORE the parties agree and covenant as follows:

1. The School agrees to perform the following obligations:
 - 1.1 To assume the major responsibility for planning and implementing the educational program, including programming, administration, curriculum content, and the requirements for promotion and graduation.
 - 1.2 To ensure that school faculty attend orientation at the facility.
 - 1.3 To assign students for selected experience in nursing within and approved by the Facility. It is mutually understood that patient welfare must take first priority.
 - 1.3 To provide and pay for the services of qualified Nurse Instructors, adequate in number, who will be employed by the Waterbury Department of Education.
 - 1.4 That the Facility will together participate in the mutual selection of any Nurse Instructors which are assigned to the Facility.

- 1.5 That books and instructional materials will be provided by the School.
- 1.6 The Nursing Instructors of the School will be responsible for the instruction of students and the evaluation of clinical experiences. Individual student assignments will be the responsibility of a Nursing Instructors member in consultation and with approval of the Educational Coordinator and the Nursing Service Administrator, regarding such assignment.
- 1.8 That it will provide for School professional staff to meet with the Facility personnel for the purposes of establishing good public relations, interpreting the philosophy and objectives of the program and discussion of issues of common interest.
- 1.9 That while in the Facility, the student and Nursing Instructors will be governed by all rules and regulations of the Facility and shall follow all instructions of authorized Facility personnel.
- 1.10 That the students and the instructors will provide their own adequate malpractice liability insurance. The following amounts will be required \$1,000,000.00 per occurrence, \$3, 000,000.00 aggregate.
- 1.11 To instruct students as to the confidential nature of all information which may come to them with regard to patients and records.
- 1.12 That students will not perform any service or activity unless authorized and under direction of the responsible Facility personnel and /or the Nurse Instructor.
- 1.13 That the school will withdraw any student from the clinical area when the student is unacceptable to the Facility for reasons of health, performance, or other reasonable causes.
- 1.14 To require each student to have a complete physical examination, including tuberculin testing and proof of measles immunity prior to the beginning of clinical practice. Subsequently, a TB test will be required at the beginning of each year in which the student is to participate in clinical laboratory experiences in the Facility. In addition, the School will advise the student regarding the Facility policy regarding Hepatitis B vaccine.
- 1.15 HIPAA/Confidentiality. The School shall comply with all the requirements of the Health Insurance Portability and Accountability Act of 1996, (HIPAA), as amended. The School is required to Safeguard the use, publication, and disclosure of information of all patients who receive

services under this contract in accordance with all applicable Federal and State laws regarding confidentiality, which includes but is not limited to HIPAA, more specifically with the Privacy and Security Rules at 45 C.F.R. Parts 160 and 164, pursuant to the terms of this Agreement.

- 1.16 That the School, or the Student, will also provide a Certificate of Insurance the following insurance for its obligations under the program. The Medical Malpractice Insurance shall be provided by the Students of the Waterbury Career Academy: All Insurances shall be provided by insurers that are satisfactory to the Facility, 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 Company ratings or an equivalent Facility approved rating system.

1.16.1 General Liability Insurance: \$1,000,000 per Occurrence, \$2,000,000.00 Aggregate; \$2,000,000 Products Completed Operations Aggregate

1.16.2 Medical Malpractice Insurance: \$1,000,000 per Claim, \$3,000,000 Aggregate. Coverage shall include Students as insureds as provided by the Students of the Waterbury Career Academy.

1.16.3 Abuse/Molestation Liability Insurance: \$1,000,000 per Occurrence/Claim, \$1,000,000.00 Aggregate. Coverage Shall include Students as insureds

1.16.4 WC State of CT Statutory Limits, including the following:
Employer Liability: (EL)
\$500,000 EL Each Accident
\$500,000 EL Disease Each Employee
\$500,000 EL Disease Policy Limit
School agrees to waive their rights of recovery against Facility and the WC policy shall include a waiver of Subrogation endorsement supporting this obligation.

1.16.5 The School must supply replacement/renewal certificates at least 30 days prior to the expiration of the policy (ies). The Facility shall receive written notice of cancellation from the School at least 30 calendar days prior to the date of any cancellation, regardless of the reason for such cancellation and it should be mailed to the Athena Health Care Associates, Inc., 135

135 South Road, Farmington, CT 06032.

1.16.6 Upon request the School shall deliver to the Facility a copy of the School's insurance policies, endorsements, and riders.

2. The Facility agrees (subject to its primary responsibility to the patients' care and within the limits of its present facilities and staff):

- 2.1 To provide a clinical environment compatible with sound educational experiences.
- 2.2 To allow students under the supervision of the instructor and unit supervisor to use equipment and supplies necessary for patient care by a nurse-aide.
- 2.3 To make available, as it is possible, space and facilities for clinical instruction, including pre and post conference, library, procedure manuals, and other instructional materials as needed. It is not the function of the Facility to provide basic classroom facilities except as mutually agreed upon by the Facility and the School.
- 2.4 To allow students, as the Facility schedule permits, to use the Facility cafeteria. Students are responsible for the expenses of any meals obtained at the cafeteria.
- 2.5 That the Facility will also provide a Certificate of Insurance evidencing following insurance for its obligations under the program. All Insurances shall be provided by insurers that are satisfactory to the School, 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 Company ratings or an equivalent City approved rating system.

the

2.5.1 General Liability Insurance: \$1,000,000 per Claim,
\$2,000,000.00 Aggregate; \$2,000,000 Products Completed
Operations Aggregate

2.5.2 Abuse/Molestation Liability Insurance: \$1,000,000 per
Claim, \$1,000,000.00 Aggregate

2.5.3 WC State of CT Statutory Limits, Including the following:
Employer Liability: (EL)
\$500,000 EL Each Accident
\$500,000 EL Disease Each Employee
\$500,000 EL Disease Policy Limit

- 2.5.4 The Facility must supply replacement/renewal certificates at least 30 days prior to the expiration of the policy (ies). The City of Waterbury shall receive written notice of cancellation from the Facility at least 30 calendar days prior to the date of any cancellation, regardless of the reason for such cancellation and it should be mailed to the Office of Corporation Counsel, 235 Grand Street, Waterbury, CT. 06702.
 - 2.5.5 Upon request the Facility shall deliver to the School a copy of the Facility's insurance policies, endorsements, and riders.
- 2.6 That under no circumstances is any student to be considered an agent or employee of the Facility. This regulation does not preclude a student's working part-time as a Facility employee outside the regular training program hours.
- 2.7 The Facility will provide an orientation for the students and Nursing Instructors to review relevant Facility information, including policies, procedures, and rules with which students and Nursing Instructors must comply, and Fire evacuation procedures, etc.
- 3. The School and Facility mutually agree:
 - 3.1 That the number of students participating in the program at any one time shall be agreed upon by the parties and, together with the specific clinical units to be used, established no later than July 1st. The School and Center agree that the recommended student/instructor ration shall be 8 to 1, but in no event shall it exceed a ratio of 10 to 1.
 - 3.2 That this agreement shall become effective on the date signed by the Mayor. This Agreement will commence on September 15, 2015 and shall terminate on June 30, 2016.
 - 3.3 Either party may terminate this agreement at any time without cause, by giving the other party ninety (90) days prior written notice of the intent to terminate. If this agreement is terminated during a school year, students will be allowed to complete that year.

- 3.4 Non appropriation- Notwithstanding the above, the Facility agrees that payment or funding obligations of the City for this Agreement are intended to be funded by the City through general fund appropriations, federal or state assistance or grant monies provided by the federal or state governments as well as the sale of tax exempt long and short term debt obligations issued by the City. The Facility acknowledges that continuation of this Agreement is subject to the lawful continual appropriation of funds by the City, State or Federal government, including the funding of grants for the purpose of this Agreement.

The Facility therefore agrees that the City shall have the right to terminate this Agreement at any time, in whole or in part without penalty in the event that the money required to enable the City perform this agreement is either not appropriated, authorized or made available pursuant to law, or such funding appropriations or grant monies have been reduced pursuant to law.

- 3.5 The Facility shall indemnify, defend, and hold harmless the City and its boards, the City's Board of Education (if applicable), commissions, agents, officials and employees from and against all claims, suits, damages, losses, judgments and costs arising out of this contract and caused by any willful or negligent act or omission of the of the Facility, its employees, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.
- 3.6 The School shall indemnify, defend, and hold harmless the Facility its officials and employees from and against all claims, suits, damages, losses, judgments and costs arising out of this contract and caused by any willful or negligent act or omission of the of the School, its employees, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

4. Provisions required by the City of Waterbury:

- 4.1 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.
- 4.2 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.

4.2.1 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 Facility higher tier subcontractor any person associated therewith, under contract or purchase order to the City.

4.2.2 Upon showing that a subcontractor made a kickback to the City, a prime Facility a higher tier contractor 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.

4.2.3 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.

4.3 Prohibition against Contingency Fees. The Facility 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.

4.4 Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Connecticut applying to contracts made and performed in Connecticut.

- 4.5 Entire Agreement and Amendment. This Agreement is the entire agreement between the parties and supersedes and rescinds all prior agreements relating to the subject matter hereof. This Agreement may be amended only in writing signed by both parties.
- 4.6 Notices. Any notice required to be given pursuant to the terms of this Agreement shall be in writing and shall be sent, postage prepaid, by certified mail, return receipt requested, to the Facility or the School at the address set forth below. The notice shall be effective on the date of delivery indicated on the return receipt.
- If to the Facility: Abbott Terrace Health Center, Inc.
135 South Road
Farmington, Connecticut 06032
- Copy to: Office of Corporation Counsel
235 Grand Street, Third Floor
Waterbury, CT 06702
- If to the School: Mr. Louis Padua, Principal
Waterbury Career Academy High School
175 Birch Street
Waterbury, CT 06704
- 4.7 Prohibition against Assignment. This Agreement may not be assigned by either party without the prior written consent of the other party.
- 4.8 Accommodations for Persons with Disabilities. In the event that a Student, Nursing Instructors, or other School personnel requires accommodation for a disability beyond those accommodations that are currently available at the Facility, the School shall be responsible for making any arrangements necessary to effectuate the additional accommodation.
- 4.9 Nondiscrimination and Affirmative Action. The Facility agrees and warrants that in the performance of this Agreement, it will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, or mental retardation, physical disability, blindness, or other handicap, in any manner prohibited by the laws of the United States or of the State of Connecticut.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year indicated.

WITNESSES:

ABBOTT TERRACE HEALTH CENTER, INC.

By Thomas Warkentin
Administrator

It's duly authorized executive officer

Date: 10/30/15

WITNESSES:

CITY OF WATERBURY

By _____
Neil M. O'Leary, Mayor

Date: _____

WITNESSES:

CITY OF WATERBURY, DEPARTMENT OF
EDUCATION

By _____
Kathleen M. Ouellette, Superintendent

Date: _____

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crt15-257\drafts\9.17.15 accepted insurance changes.docx

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #11.1

REWORDED

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Personnel, the Superintendent of Schools recommends approval of the new SAW grade/description for the position of Principal of Alternative Education Programs from Grade A4 – High School Vice Principal/Middle School Vice Principal to Grade A6 – High School Principal.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey

BOARD OF EDUCATION

Waterbury, Connecticut

COMMITTEE ON SCHOOL PERSONNEL

Item #11.1

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on School Personnel, the Superintendent of Schools recommends approval of the new salary range for the position of Principal of Alternative Education Programs, as attached.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Approved:

Karen E. Harvey



WATERBURY
Public Schools

Today's Students, Tomorrow's Leaders

Principal of Alternative Education Programs

Job Description

Purpose:

A dedicated instructional leader to: establish the student body; make recommendations concerning organization and instruction; prepare and manage the school budget; supervise the maintenance of all required school records and reports; maintain active relationships with students and parents; schedule classes within established guidelines to meet student needs; establish guides for proper student conduct and maintaining student discipline; do related work.

Duties & Responsibilities:

1. Manage and oversee the administrative and daily operations of the school
2. Be knowledgeable of and enforce: (a) School Board Policy; (b) Administrative Guidelines; (c) Master Agreement with Teachers Association
3. Provide supervision of student behavior through enforcement of school rules and student code of conduct.
4. Ability to establish relationships with students, staff, community, parents and outside agencies.
5. Work with Central Office Administrators and all departments within the Education Department.
6. Responsible for the safety and administration of the building, grounds, employees, students and visitors
7. Evaluate certified staff members and certain non-certified members as specified.
8. Be aware of the latest in educational research and practices to improve teaching and learning in the building.
9. Oversee guidance and counseling, personnel and programs.
10. Balance the workloads of teaching staff, student schedules, teachers and substitutes.
11. Oversee student academic programs.
12. Attend special events held to recognize student achievement, school sponsored activities, functions and athletic events.

Instructional Leadership:

1. Provide direct supervision and implementation of State Standards/Curriculum.
2. Lead and assist teachers in data analysis and its impact on instruction, school improvement efforts, and overall student achievement.
3. Assume responsibility for staff and personal Professional Development.

4. Direct and provide supervision of the General Education Intervention program.
5. Establish and maintain an effective learning climate in the school.
6. Initiate, design, and implement programs to meet the specific needs of the school.
7. Encourage positive teacher/student relationships through differentiated instruction.
8. Promote the integration of technology into school programs.

Minimum Job Requirements:

Required

Possess a valid Connecticut Administrative Certification (O92)

Two years administrative experience

Preferred

Two years' experience in special education and/or alternative education

Experience in mental health and related fields; working with at-risk youth in grades 6-12

Special Education Certification

Salary:

Comparable to SAW Grade A6 – Equivalent to High School Principal

Apply via our website on Applitrack:

<http://www.applitrack.com/waterbury/onlineapp/default.aspx>

Date Approved BOE:	DRAFT
FLSA Status:	Exempt
Union Affiliation:	S.A.W.
Salary Range:	\$109,216 – \$133,663

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.2

UPDATED

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Bertola, Brittany – Coordinator of College and Career Access Center, CHS, 208 days per year, 35 hours per week, \$53,000 annually, non-union with benefits governed by the UPSEU Agreement, funded by Turnaround Funds.

Foote, Andre – Music Teacher, Walsh Intervention After School Program, contingent upon enrollment, salary per MOU, funded by Turnaround Funds.

Planas, Jaclyn – Human Resources Assistant-Grant Funded Personnel, 35 hours per week, 12 months per year, \$45,008 annually, non-union with benefits governed by the SEIU Agreement, effective 09/28/2015.

~~———— Pistov, Alma — Social Worker/Project Director, Support for Pregnant & Parenting Teens Grant, 12 months per year, 35 hours per week, \$53,600 annually, non-union with benefits governed by the UPSEU Agreement, funded by Support for Pregnant & Parenting Teens Grant. **DECLINED POSITION**~~

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.1

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Barbieri, Stephen – WCA Varsity Girls' Basketball Coach.
DeFazio, Martin – WCA Junior Varsity Boys' Basketball Coach.
Flammia, Domenica – WCA JV Assistant Football Coach
O'Leary, Ronan – WCA Varsity Boys' Basketball Coach.
Currier, Kara – KHS Assistant Girls' Swim Coach.
Likorama, Robert – KHS Assistant Soccer Coach.
Gwiazdoski, Paul – CHS Assistant Football Coach.
Tyson, Quintin – CHS Assistant Football Coach.
Alves, John – WHS Assistant Soccer Coach.
Hunt, Thomas – WHS Head Soccer Coach.
Mangelinkx, Mark – WHS Assistant Football Coach.
Mauro, Jennifer – WHS Acting Cheerleading Coach.
Perusse, Joseph – WHS Assistant Football Coach.
Tiru, Eddie – WHS Cross Country Coach (previously acting).
Tiru, Eddie – WHS Indoor Track Coach.
Tiru, Eddie – WHS Outdoor Track Coach.
Poulter, Kara – NEMS Swimming Coach.
Demas, Vivaldi – WMS Head Boys' Basketball Coach (correction).

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.3

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Chase Family Resource Center Arts After-school Program appointments, salary according to individual's contract, funded by the Chase FRC Grant:

Cavallo, Angelica – Teacher Sub, as needed.

Stanziano, Dina – Teacher, four days per week for six weeks.

Torres, Jacqueline – Coordinator, four days per week for six weeks.

Turner, Gina – Paraprofessional, four days per week for six weeks.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.4

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Reed Family Resource Center After-school Programs appointments, salary according to individual's contract, funded by the Reed FRC Grant:

Courtney, Charise – Assistant Instructor, The New Music Club, two days per week for 12 weeks.

Farrington, Gina – Paraprofessional, The Creative Art Club, two days per week for eight weeks.

Greene, David – Lead Instructor, The New Music Club, two days per week for 12 weeks.

Griffin, Denise – Lead Instructor, The Daily Rocket Newspaper Club, one day per week for 20 weeks.

Maturo, Joanna – Substitute Instructor, as needed.

Regan, Lauren – Lead Instructor, The Creative Art Club, two days per week for eight weeks.

Rinaldi, Heather – Substitute Instructor, as needed.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.5

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Wilson Family Resource Center Arts After-school Program appointments, salary according to individual's contract, funded by the Wilson FRC Grant:

James, Becky – Paraprofessional Sub, as needed.
LaRossa, Terra – Paraprofessional, four days per week for six weeks.
LeStage, Sara – Teacher Sub, as needed.
Matthews, Daria – Paraprofessional Sub, as needed.
Orsatti, Donna – Paraprofessional Sub, as needed.
Porcaro, Stefanie – Teacher, four days per week for six weeks.
Reho, Jessica – Coordinator, four days per week for six weeks.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.6

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Waterbury Arts Magnet School After-school programs appointments, salary according to individual's contracted, funded by WAMS Operating Grant:

Administrator – Holly Gillis
Jazz Band – Andrew Caruk
Strings – Mary Case
Concert Band & Drumline – Phillip Sterling
Rock Orchestra – Benton Ridgeway
Middle School Select Choir & High School Chamber Choir – Marianna Vagnini
Dance Ensemble – Patricia Gray
Creative Writing – Bruce Post
Seniors College Search and Planning – Licia Fitzpatrick
Spanish Club – Tracey King Johnson
Film Appreciation – Ana Bosman
Video Production – Justin Amenta
8th Grade Talent Show – Matthew Rucinski
Reader's Theater – Doreen Lopez
The Moebius Project with Shakesperience – Matthew Rucinski,
Elisa D'Agostino, and Joseph Mendello alternate.
Knitting – Amy Cordon
Visual Arts Portfolio Prep – Jeanette Gumbulevich
Photography Lab – Suzzane Kirschner

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.7

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Extended School Hour (ESH) Program appointments, salary according to individual's contract:

School	Last name	First Name	Assignment
Bucks Hill	Arroyo	Maria	Enrichment/Paraprofessional
Bucks Hill	Bello-Davila	Delia	Administrator
Bucks Hill	Bloom	Lisa	Substitute
Bucks Hill	Cacho-Zuniga	Lurbini	Enrichment/Paraprofessional
Bucks Hill	Corbo	Cherie	Teacher
Bucks Hill	Damon	Alison	Teacher
Bucks Hill	Drewry	Megan	Teacher
Bucks Hill	Fortuna	Anne	Substitute
Bucks Hill	Gerrish	Jessica	Substitute
Bucks Hill	Hudobenko	Filomena	Administrator
Bucks Hill	Khalsa	Siri	Substitute
Bucks Hill	Larina	Olga	Substitute
Bucks Hill	Lawson	Doreen	Substitute
Bucks Hill	Montes de Oca	Delmaliz	Enrichment/Social Worker
Bucks Hill	Mucciario	Ashley	Teacher
Bucks Hill	Nolan	Joan	Secretary
Bucks Hill	O'Donnell	Jennifer	Teacher
Bucks Hill	O'Leary	Amy	Substitute
Bucks Hill	Peschke	Marcy	Enrichment/Tennis Teacher
Bucks Hill	Santiago	Koulla	Teacher
Bucks Hill	Sarah	Clark	Substitute
Bucks Hill	Traver	Melissa	Admin. Asst.
Bunker Hill	Cruess	Steven	Teacher
Bunker Hill	Cugliari	Tricia	Substitute
Bunker Hill	Fiore	Patience	Substitute
Bunker Hill	Greaney	Vanessa	Substitute
Bunker Hill	Groppi	Susan	PE teacher & Substitute
Bunker Hill	Guerrera	Maureen	Secretary
Bunker Hill	Labagh	Michael	Teacher
Bunker Hill	Lyons	Donna	Lead teacher

Carrington	Carosella	Stephen	Teacher
Carrington	Hanley	Jessica	Teacher
Carrington	Hernandez	Ivan	Teacher
Carrington	MacDonald	Christine	Teacher
Chase	Calabrese	Matthew	Administrator
Chase	Caldarella	Lori	Teacher grades 3,4 &5
Chase	Cavallo	Angelica	Teacher/Sub grades 3,4 &5
Chase	Currier	Doreen	Parent Liaison/Vendor Coord.
Chase	Dempsey	Leslie	Teacher grades 3,4 &5
Chase	Howles	Melissa	Teacher grades 3,4 &5
Chase	Matthews	Steven	Teacher grades 3,4 &5
Chase	Salvia	Carol	Secretary
Chase	Stokes	Laura	Teacher grades 3,4 &5
Cross W	Amato	Joseph	Administrator Sub.
Cross W	Capobianco	Marnee	Grade 3
Cross W	Danziger	Byron	P.E.
Cross W	Gilligan	Amanda	Grade 5
Cross W	Sparwell	Cynthia	Grade 4
Cross W	Sullivan	Kacey	Administrator
Driggs	Abarzua	Lauren	Teacher
Driggs	Atkinson	Jennifer	Secretary
Driggs	Brady	Charlotte	Substitute
Driggs	Cipriano	Jillian	Substitute
Driggs	Giampetruzzi	Daniela	Administrator
Driggs	Kuncas	Justine	Teacher
Driggs	LaFrance	Andrea	Teacher
Driggs	Pastore-Quezada	Paula	Substitute
Driggs	Sconziano	Jessica	Teacher
Driggs	Theriault	Michael	Substitute
Duggan	Angurio	Karen	Teacher
Duggan	Brittingham	Michele	Teacher
Duggan	Christolini	Jeanine	Substitute
Duggan	Diorio	Jill	Substitute
Duggan	Field	Susan	Substitute
Duggan	Finkenzeller	Frances	Teacher
Duggan	Giuffre	Maureen	Substitute
Duggan	Hart	Richard	Teacher
Duggan	Miller	Christine	Substitute
Duggan	Scirica	Erin	Substitute
Generali	Barbieri	Nikki	Teacher
Generali	Bartong	Clarise	Sub Paraprofessional
Generali	Binns	Natasha	Sub Paraprofessional

Generali	Coughlin	Timothy	Teacher
Generali	Della Camera	Ashely	Substitute
Generali	Dunlap	Laura	Paraprofessional
Generali	Finlay	Kelly	Teacher/Sub
Generali	Macharelli	Brian	Teacher
Generali	Mendoza	Tania	Secretary
Generali	Moscarella	Beth	Sub Paraprofessional
Generali	Rhinesmith	Wendy	Substitute
Generali	Roberts	Kelly	Sub Paraprofessional
Generali	Rock	Stefanie	Lead Teacher
Generali	Simoes	Odet	Teacher
Generali	Templeton	Donnanetta	Sub Paraprofessional
Generali	Vance	Bridgette	Substitute
Generali	Verrier	Marie	Sub Paraprofessional
Generali	Walling	Margaret	Sub Paraprofessional
Gilmartin	Bulls	Tanya	Social Worker
Gilmartin	Cibaku	Denisa	Secretary
Gilmartin	Evans-Foster	Shernett	Kindergarten Teacher
Gilmartin	Nunez	Kate	Art Teacher (substitute)
Gilmartin	Vowe	Nirmala	Teacher
Kingsbury	Bisaillon	Bret	Gr. 5 ESH Teacher
Kingsbury	Capaldo	Christine	Substitute
Kingsbury	Cigas	Jeannine	Substitute
Kingsbury	Dellano	Chelsea	Substitute
Kingsbury	DiBella	Lee	Gr. 4 ESH Teacher
Kingsbury	Galanti	Laura	Substitute
Kingsbury	Guedelha	Norma	Clerical
Kingsbury	Hamel	Clare	Substitute
Kingsbury	Razza	Angela	Administrator
Kingsbury	Rizzo	Lisa	Gr. 3 ESH teacher
Kingsbury	Signore	Nicole	Substitute
Regan	Dombrowski	Jason	Teacher
Regan	O'Brien	Lindsay	Teacher
Regan	Russell	Blair	Teacher
Regan	Stribling	Denise	Secretary
Reed	Albizu	Cindy	Teacher
Reed	Dematteis	Jennifer	Substitute
Reed	Greene	David	Substitute
Reed	Griffin	Denise	Teacher
Reed	Maturo	Jonna	Teacher
Reed	Mendoza	Juan	Administrator (Sub)
Reed	Murphy	Amy	Substitute
Reed	Tomasella	Diurca	Administrator
Tinker	Bayer	Carissa	Substitute
Tinker	Cofrancesco	Darlene	Administrator

Tinker	Cote	Sue	Clerical
Tinker	DeSanto	Christine	Substitute
Tinker	Mastrianna	Catherine	Teacher
Tinker	Ouellette	Francene	Teacher
Tinker	Sagendorf	Janet	Substitute
Tinker	Walent	Cheyenne	Teacher
Walsh	Bilbrough	Allyson	Teacher
Walsh	Davino	Jenna	Teacher
Walsh	DeGroate	Talisha	Substitute
Walsh	Fac	Elizabeth	Teacher
Walsh	Natoli	Jane	Substitute
Walsh	Riccio	Tim	Substitute
Walsh	Swartz	Samantha	Substitute
Washington	Bochicchio	Judy	Paraprofessional
Washington	Cocchiola	Kaitlyn	Paraprofessional
Washington	Fitzgerald	Kris	Secretary
Washington	Homewood	Gregory	Teacher
Washington	Lanouette	Jay	Substitute
Washington	LeVasseur	Justine	Teacher
Washington	Montagno	Nakita	Substitute
Washington	Pinho	Kelly	Teacher
Washington	Rodriguez	Dolores	Substitute
Washington	Whyte	Jasmesina	Paraprofessional
Wilson	Costa	Marjorie	Teacher 3 – 5 th Math & ELA
Wilson	Donahue	Jamie	Teacher 3 rd – 5 th Math, Science & P.E.
Wilson	Foy	Talisha	Substitute Administrator
Wilson	Labagh	Cheryl	Substitute
Wilson	Manning	Megan	3 rd -5 th ELA, Science & P.E.
Wilson	Orsatti	Donna	Secretary
Wilson	Reho	Jessica	Paraprofessional
Wilson	Rosser	Jennifer	Administrator
Wilson	Shaffer	Andrea	Substitute

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.8

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Henson, Elizabeth – from Middle School House Principal, WSMS, to High School Vice Principal, WHS, effective 11/09/15.

Tolman, James – from High School Vice Principal, WHS to Middle School House Principal, WSMS, effective 11/09/15.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.9

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Name		Assignment		Step	Effective
Carignan	Jonathan	WAMS	English	B+15/1	8/26/15
Clark	Gregory P.	NEMS	Science	B+15/4	9/11/15
Costa	Rosalie	WMS	Spec. Educ.	6TH/5	9/14/15
DaSilva	Tara E.	Walsh	Elementary	MA/1	9/21/15
Donvale	Ashley R.	Bucks Hill	Bil. Grade 3	B+15/3	8/24/15
Kavanaugh	Robert F.	WHS	Spec. Educ.	MA/3	8/24/15
Keller	Kim L.	Wash/BH Annex	Art	MA/4	9/18/15
Newland	Cheryl	Sprague	TESOL	MA/7	8/24/15
Putnam	Kelly A.	Rotella	Visual Imp.	6TH/8	9/30/15
Radzimirski	Abigail	Kingsbury	Kindergarten	BA/1	9/28/15
Schmidt	Gregory J.	KHS	Spec. Educ.	6TH/11	9/28/15
Sharkey	Alyssa M.	NEMS	Sch. Counselor	M+15/1	9/15/15
Stanziano	Dina J.	Chase	Art	BA/2	9/14/15

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.10

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

The Superintendent of Schools notifies the Board of Education of the following Adult Education appointments effective November 9, 2015:

Kessler-Farias, Julie – ABE Instructor, 25 hours p/week @ \$32.00 p/hour.
Xhafi, Ermonela – Substitute, as needed @ \$24.00 p/hour.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

BOARD OF EDUCATION

Waterbury, Connecticut

SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #12.11

November 5, 2015

To the Board of Education
Waterbury, CT

Ladies and Gentlemen:

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

Walston, Kevin – Instructional Leadership Director, effective 12/04/15.

Respectfully submitted,

Dr. Kathleen M. Ouellette
Superintendent of Schools

Communications



Packet week ending: 11/3/15



236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission
October 29, 2015

Olga Sanchez
71 Fairview St.
New Britain, CT 06051

Dear Ms. Sanchez:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Attendance Counselor (Req. #2015703) at \$21.2893 per hour. Please contact Michele Buerkle, Principal @ Wilby High School at (203) 574-8100 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, October 29, 2015 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 October 30, 2015 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,


Lisa Dunn
Human Resources Generalist
LD/sd

cc Board of Education
Dr. Ouellette, Supt. of Schools
Michele Buerkle, Principal @ Wilby
Wendy Owen, Director of Spec Ed.

