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# Waterbury Public Schools

## Wallace Middle School

English Language Arts

Shifting Theories of Action into Practice

Patty Williams and Elisabeth Stanco

May 28, 2015

# Waterbury Public Schools

## English Department

### Theory of Action

**Theory of Action 1:** **IF** we build capacity in the system to implement a rigorous core curriculum that is aligned with the Common Core State Standards for College and Career Readiness and professionally develop research-based high-leverage practices, **THEN** teachers will plan and deliver instruction that demonstrates high levels of rigorous content and thinking processes and students will produce cognitively demanding work that will increase their performance and achievement.

**Theory of Action 2:** **IF** we build teachers' capacity to collaborate effectively in building, grade level and inter/intra departmental teams that utilize a data-driven decision model for the purpose of providing supports based on students' precise learning needs, **THEN** teachers will use data results to identify how students are progressing toward meeting defined learning outcomes, identify developmentally appropriate instructional strategies, provide focused instruction in context to students' areas of need – resulting in an increase in teacher self-efficacy and improved student achievement.

Teacher Name(s) and School(s):

## Waterbury: Learning From Student Work Protocol

Purpose and Demand	What do you see?	Student Perspective	Learner-Centered Problem	Problem of Practice (PoP)
Which CCS seem to be targeted by the task? Are the complexity and nature of any associated texts appropriate for the task and grade level?	Group members describe what they see-- <b>cite specific evidence</b> from the student work that delineates HOW the student is progressing toward meeting applied standard(s).	What does the work demonstrate about student understanding of the task? Did the student(s) apply <b>prior</b> learning to this particular task (based on placement of the task within the context of the lesson/unit)? How do you know? What will students learn after this task?	What is the learner-centered problem--the <b>problem of understanding</b> common to many students and, if solved, would help meet our learning goals for students?	What is the problem <b>related to the instruction</b> ? Identify the gap between current practice and effective practice.
	What is <b>visibly evident</b> ?  What would this student work <b>specifically</b> need in order to exhibit mastery of applied standard(s)?	Do the directions, prompts, and/or scoring guidelines for the task adequately provide or indicate opportunities for students to demonstrate the requirements of the targeted standard(s) for the task? Suggestions for improvement?	If applicable, did specific instructional strategies impact student learning regarding this particular student work? Cite evidence.  In what ways does the scoring guideline/rubric aid in the evaluation of student proficiency on the targeted standards?	Based on your analysis of the student work, what <b>specific</b> , high leverage strategies will you use to address the problem of understanding in a responsive manner? How (and when) will you <b>measure</b> progress?

Adapted from ATLAS Learning From Student Work Protocol. Eric Buchovecky; Revised November 2000 by NSRF

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**Core Essential Question:** How do we create coherence and alignment across all levels of the school (district) in order to drive systemic instructional improvement to the classroom?

## Curriculum Management Cycle Implementation: Progress Check

### *Learning by Doing*

#### **Evaluated current curriculum:**

- Audit using Unit Dev Criteria (EQUIP rubric)

#### **Building literacy in CT Core Standards:**

- Instructional shifts
- Progression of grade-specific standards (gss)

#### **Building literacy in quality assessments:**

- Item Dev Checklist
- Assessment Evaluation Tool (AET)
- DOK
- LSWP

**Curriculum Management:**

- Written
- Implemented
- Assessed

#### **What We've Done (Oct-May):**

- Mapped standards (focused instruction)
- Built standards-based rubrics
- Introduced academic vocabulary tied to rubrics and standards
- Crafted text-dependent questions using academic vocabulary and standards-based language
- Apply text complexity criteria to text selections
- Associate DOK levels with tasks and questions
- Create full practice assessments aligned to the AET

#### **What's Next (June-September):**

- IDT meetings governed by Teaming Standards (review pages 5-7)
- Implement revised curriculum (and continuously revise)
  - End-of-year portfolio PA
  - Academic behavior rubric
- Monitor success through 5- Step CFA Data Process
- Provide support through coaching cycles



*"I have been so inspired by the work that we have been doing at our IDT meetings. **It is awesome to see everything we have been doing all year coming together in a cohesive manner.** I truly enjoyed the opportunity to work with teachers from around the district and look forward to continuing this type of collaboration in the future. I already began sharing resources with someone I met from another school and **hope to continue to share and benefit from this type of district-wide teamwork.**"*

*"It is clear that Steve's knowledge, vision, and passion have inspired many teachers in our building. I have never had the pleasure or opportunity to work with instructional coaches who put so much into everything they do. **I absolutely believe that we can make worthy progress with our curriculum, instructional practices and most importantly, the students, as a result of all of our efforts.**"*

~Jessica Dizenzo  
ESL, Wallace Middle School



#2

## MEMORANDUM

**TO:** Board of Education

**FROM:** Raymond Wiley, School Construction Program Manager

**SUBJECT:** Proposed Agreement between the City of Waterbury, CT and  
Eversource Energy  
Waterbury Career Academy Photovoltaic Power Generator

**DATE:** May 20, 2015

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Attached, for Board of Alderman (BOA) approval, is a copy of the Agreement between the City of Waterbury, CT and **Eversource Energy** to allow the Career Academy High School to generate power. This agreement are in accordance with the project documents approved by the Eversource Energy.

Eversource Energy is the sole source supplier of electricity for the City of Waterbury. The costs for this Agreement includes an inspection fee of \$550.00 which is funded by both the City of Waterbury and a State of Connecticut School Construction Grant.

I will be present at the 6-28-15 BOE workshop and 6-11-15 BOE Meeting to address any questions you might have regarding this matter.

JC/  
Enclosures

**CC:** Paul Guidone, C.O.O. – Waterbury Department of Education  
Waterbury Corporation Counsel

**O&G INDUSTRIES, INC.**  
PROGRAM MANAGER

WATERBURY SCHOOLS CONSTRUCTION PROGRAM

193 Grand Street, 3<sup>rd</sup> Floor  
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Established 1923

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## STANDARD FAST TRACK AND STUDY PROCESS GENERATOR INTERCONNECTION AGREEMENT

This Interconnection Agreement (this "*Agreement*"), dated as of \_\_\_\_\_, 2015 (the "*Effective Date*"), is entered into by and between Connecticut Light and Power, d/b/a Eversource Energy, a specially chartered Connecticut corporation with a principal place of business at 107 Selden St, Berlin, CT, 06037 (the "*Electric Distribution Company*" or "*EDC*"), and City of Waterbury Board of Education Career Academy with a principal place of business of 235 Grand Street, Waterbury, CT 06702 (the "*Generator*"). The EDC and the Generator are collectively referred to herein as the "*Parties*" and individually as a "*Party*." Any capitalized term used but not defined in this Agreement shall have the meaning ascribed to such term in the Guidelines for Generator Interconnection attached hereto as Appendix A, as may be amended from time to time (the "*Guidelines*").

1. Basic Understandings. The Generator owns and/or operates or plans to construct a Generating Facility at Waterbury Career Academy, 175 Birch Street, Waterbury, CT 06704, Site ID 506347006, as depicted in Appendix H (the "*Facility*"). A description of the Facility as studied, and incorporating any design changes approved in accordance with Section 1.3, is attached hereto as Appendix B (the "*Facility Description*").

1.1. The subject matter of this Agreement pertains to the Interconnection of the Facility to the EPS. This Agreement does not relate to any other obligation of the Generator unrelated to the Interconnection of the Facility. Apart from this Agreement, the Generator is responsible for (a) all arrangements to effect any deliveries of electric energy from the Facility in accordance with the appropriate retail or FERC-jurisdictional tariffs and (b) arranging for its purchase of retail power (such as back-up or stand-by power).

1.2. This Agreement does not cover sales of power, capacity, energy or market products generated from the Facility. If the Generator intends to sell energy or ancillary services from the Facility, it must provide written notice to the EDC of such intention at least sixty (60) days prior to the effectuation of such sale. Furthermore, the EDC may require the Generator to enter into a new Interconnection agreement prior to such sale which may or may not require approval from FERC.

1.3. Any changes to the design of the Facility as it is described and specified in the application submitted by the Generator to the EDC with respect to such Facility (the "*Application*") must be approved by the EDC in writing prior to the implementation of such design changes. Only design changes approved in accordance with this Section 1.3 shall be implemented.

1.4. The Generator may not operate the Facility in parallel with the EPS until: (a) the conditions for initial parallel operation of the Facility set forth in Appendix C have been met; (b) commissioning and testing of the Facility has been completed in accordance with the Guidelines and to the satisfaction of the EDC; (c) the Generator has paid the EDC all funds due pursuant to paragraphs 5.3.1 and 5.3.2 of this Agreement; and (d) the EDC has provided formal written authorization in accordance with the Guidelines stating that operation of the Facility in parallel with the EPS is authorized by the EDC (the "*Authorization Date*"). Such written authorization will not be effective unless accompanied by a description of the Facility that incorporates all design changes to the Facility since the Application was submitted to the EDC (and not specified therein), including all design changes made during construction.

1.5. The Generator shall obtain each consent, approval, authorization, order or acceptance from FERC necessary for the Generator or any entity that, directly or indirectly, through one or

more intermediaries, controls, or is controlled by, or is under common control with the Generator (each, an "*Affiliate*") to sell any power, capacity, energy or market products from the Facility into the wholesale power market (collectively, "*Wholesale Sales*") prior to making any such sales. If the Generator intends to make Wholesale Sales, then the Generator shall provide written notice to the EDC at least sixty (60) days prior to making any Wholesale Sales. The Generator shall indemnify, defend and hold harmless the EDC, its trustees, directors, officers, employees, agents and affiliates from any costs, damages, fines or penalties, including reasonable attorneys' fees, directly resulting from Generator's or its Affiliate's non-compliance with any provision of this Section 1.5; provided, however, that the such indemnification obligation shall be subject to the limitation of liability set forth in Section 14.

2. Entire Agreement.

2.1. This Agreement, including any attachments or appendices, is entered into pursuant to the Guidelines.

2.2. This Agreement, the Guidelines, and the relevant EDC Tariffs, Terms and Conditions represent the entire understanding between the Parties as to the subject matter of this Agreement.

2.3. Each Party hereby represents that in entering into this Agreement, it has not relied on any promise, inducement, representation, warranty, agreement or other statement not set forth in this Agreement, the Tariffs, Terms and Conditions, or the Guidelines.

2.4. In the event of a conflict between this Agreement, the Guidelines and/or the Tariffs, Terms and Conditions, the Tariffs, shall take first precedent, followed by the Terms and Conditions, followed by the Guidelines, and lastly this Agreement.

3. Term.

3.1. This Agreement is effective as of the Effective Date. The Agreement shall continue in full force and effect until terminated pursuant to Section 4.

4. Termination.

4.1. This Agreement may be terminated under the following conditions:

4.1.1. The Parties may mutually terminate this Agreement at any time upon the execution of an agreement to terminate this Agreement.

4.1.2. The Generator may terminate this Agreement at any time by providing sixty (60) days written notice to EDC.

4.1.3. Either Party may terminate this Agreement immediately upon the occurrence of an Event of Default (as such term is defined in Section 20.1) by the other Party, subject to the notice requirement set forth in Section 20.2(c).

4.1.4. The EDC may terminate this Agreement if the Generator: (a) operates the Facility in parallel with the EPS prior to the Authorization Date; (b) fails within six months of testing to receive authorization from the EDC to operate in parallel with the EPS; (c) does not construct the Facility in accordance with the Facility Description; (d) modifies the Facility without the written approval of the EDC; (e) fails to energize the Facility within twelve months of the Authorization Date; or (f) permanently abandons the Facility. For the purposes of this Agreement, the Generator's failure to operate the Facility for any consecutive twelve month period after the Authorization Date shall be deemed a permanent abandonment.

4.1.5. The EDC may terminate this Agreement if the Generator fails to correct an Emergency Condition (as such term is defined in Section 7.1.1) or a Non-Emergency Adverse Operating Effect (as such term is defined in Section 7.1.4) within ninety (90) days from the date on which the EDC disconnected the Facility due to such event.

4.2. Survival of Obligations. The termination of this Agreement shall not relieve either Party of its liabilities and obligations, owed or continuing at the time of termination.

4.3. Related Agreements. Any agreement attached to and incorporated into this Agreement shall terminate concurrently with this Agreement unless the Parties have agreed otherwise in writing.

5. General Payment Terms.

5.1. Interconnection Costs. The Generator is responsible for paying all costs associated with Interconnection of the Facility, including (a) testing costs, (b) costs associated with installing, testing and maintaining the communications infrastructure necessary to provide protection and/or monitoring of the Generating Facility (collectively, the "*Communications Costs*"), (c) construction, modification or upgrade costs necessary to accommodate the Interconnection (collectively, the "*Construction Costs*"), and (d) any ongoing maintenance costs and other charges deemed necessary by the EDC to maintain the Interconnection (all such costs described in this sentence, the "*Interconnection Costs*"). The EDC shall notify the Generator in the event the Construction Costs exceed 110% of the estimate of such costs provided by the EDC to the Generator in the Construction Agreement (as such term is defined below), facility study report or other written understanding of the Parties.

5.2. Initial Cost Estimate. Attached hereto as Appendix D is a good-faith estimate of the initial Interconnection Costs (the "*Initial Cost Estimate*").

5.3. Billing and Payment Procedures for Initial Interconnection Costs.

5.3.1. The Generator shall pay the EDC the amount set forth in the Initial Cost Estimate (the "*Initial Payment*") within thirty (30) days of the Effective Date.

5.3.2. Within thirty (30) days following the date on which the Facility is first connected to the EPS (the "*Initial Interconnection*"), the EDC shall provide the Generator with a final accounting report detailing any Underpayment (as such term is defined below) or Overpayment (as such term is defined below) made by the Generator with respect to the Initial Payment. To the extent that the actual Interconnection Costs accrued up to the date of the Initial Interconnection exceed the Initial Payment (an "*Underpayment*"), the EDC shall invoice the Generator for an amount equal to the Underpayment and the Generator shall pay such amount to the EDC within thirty (30) days of such invoice. To the extent that the Initial Payment exceeds the actual Interconnection Costs accrued up to the date of the Initial Interconnection (an "*Overpayment*"), the EDC shall refund to the Generator an amount equal to the Overpayment within thirty (30) days of the provision of such final accounting report.

5.4. Billing and Payment Procedures for Ongoing Interconnection Costs. All Interconnection Costs incurred following the Initial Interconnection shall hereinafter be referred to as the "*Ongoing Costs*," and shall include maintenance, testing and Communications Costs, as well as any Construction Costs not included in either (a) the Construction Agreement by and between the Generator and the Company, dated as of [N/A], a copy of which is attached hereto as Appendix E (the "*Construction Agreement*"), or (b) the Initial Cost Estimate. The EDC shall invoice the Generator for all Ongoing Costs as such costs are incurred, and the Generator shall pay each such invoice within thirty (30) days of receipt, or as otherwise agreed to by the Parties.

5.5. Milestones. The Parties shall agree on milestones for which each Party is responsible and list them in Appendix F of this Agreement. A Party's obligations under this provision may be extended by agreement. If a Party anticipates that it will be unable to meet a milestone for any reason other than a Force Majeure Event (as such term is defined in Section 18.1), it shall immediately notify the other Party of the reason(s) for not meeting the milestone and (a) propose the earliest reasonable alternate date by which it can attain this and future milestones, and (b) requesting appropriate amendments to Appendix F. The Party affected by the failure to meet a milestone shall not unreasonably withhold agreement to such an amendment unless (i) it will suffer significant uncompensated economic or operational harm from the delay, (ii) attainment of the same milestone has previously been delayed, or (iii) it has reason to believe that the delay in meeting the milestone is intentional or unwarranted notwithstanding the circumstances explained by the Party proposing the amendment.

5.6. Distribution Upgrades. The EDC shall design, procure, construct, install, and own the upgrades described in Appendix G of this Agreement (the "*Upgrades*"). If the EDC and the Generator agree, the Generator may construct Upgrades that are located on land owned by the Generator. The actual cost of the Upgrades, including overheads, shall be directly assigned to the Generator. The Generator shall be responsible for its share of all reasonable expenses, associated with operating, maintaining, repairing, and replacing such Upgrades, except to the extent that a retail tariff of, or an agreement with, the EDC provides otherwise.

5.7. Taxes. The Parties shall comply with all applicable federal and state tax laws.

## 6. Operating Requirements.

6.1. General Operating Requirements. The Generator shall construct, interconnect, operate, and maintain the Facility and all accompanying and necessary facilities in accordance with (a) all applicable laws and requirements, Good Utility Practice, the Guidelines, Tariffs, and the Terms and Conditions; (b) applicable specifications that meet or exceed those provided by the National

Electrical Safety Code, the American National Standards Institute, IEEE, Underwriter's Laboratory and ISO-NE operating requirements in effect at the time of construction and other applicable national and state codes and standards. Following the initial Interconnection of the Facility, the Generator shall comply with all special operating requirements set forth in Appendix C. In the event that the EDC believes that the cause of any problem to the EPS originates from the Facility, the EDC has the right to install monitoring equipment at a mutually agreed upon location to determine the exact cause of the problem. The cost of such monitoring equipment shall be borne by the EDC, unless such problem or problems are demonstrated to be caused by the Facility or if the test was performed at the request of the Generator in which case the costs of the monitoring equipment shall be borne by the Generator. If the operation of the Facility interferes with the EDC's or its customers' operations, the Generator must immediately take corrective action to stop such interference and shall not operate the Facility until such time as such interference is stopped. If the Generator fails to take immediate corrective action pursuant to the preceding sentence, then the EDC may disconnect the Facility as set forth in the Guidelines.

6.2. No Adverse Effects; Non-interference.

6.2.1. The EDC shall notify the Generator if the EDC has evidence that the operation of the Facility could cause disruption or deterioration of service to other customers served from the EPS or if operation of the Facility could cause damage to the EPS or other affected systems. (For example, deterioration of service could be caused by, among other things, harmonic injection in excess of IEEE STD 519, as well as voltage fluctuations caused by large step changes in loading at the Facility.) The Generator shall cease operation of the Facility until such time as the Facility can operate without causing disruption or deterioration of service to other customers served from the EPS or causing damage to the EPS or other affected systems. Each Party shall promptly notify the other Party in writing of any condition or occurrence relating to such Party's equipment or facilities which, in such Party's reasonable judgment, could adversely affect the operation of the other Party's equipment or facilities.

6.2.2. The EDC shall operate the EPS in such a manner so as to not unreasonably interfere with the operation of the Facility. The Generator shall protect itself from normal disturbances propagating through the EPS in accordance with Good Utility Practice. Examples of such disturbances include single-phasing events, voltage sags from remote faults on the EPS, and outages on the EPS.

6.3. Safe Operations and Maintenance.

6.3.1. General. The Generator shall operate, maintain, repair, and inspect, and shall be fully responsible for, the Facility or facilities that it now or hereafter may own unless otherwise specified in this Agreement. Each Party shall be responsible for the maintenance, repair and condition of its respective lines and appurtenances on such Party's respective side of the Point of Interconnection. The EDC and the Generator shall each provide equipment on its respective side of the Point of Interconnection that adequately protects the EPS, personnel, and other persons from damage and injury. If the EDC has constructed or owns facilities that are identified at the time of Interconnection as specifically required by or as a result of such Interconnection, then the Generator shall reimburse the EDC for the costs of maintaining and repairing such facilities.

6.3.2. Ongoing Maintenance; Testing of the Facility. The Parties hereby acknowledge and agree that maintenance testing of the Facility's protective relaying is imperative for safe, reliable operation of the Facility. The test cycle for such protective relaying shall not be less frequent than once every sixty (60) calendar months or the manufacturer's recommended test cycle, whichever is more frequent. The Generator shall provide copies of these test records to the EDC within thirty (30) days of the completion of such maintenance testing. The EDC may disconnect the Facility from the EPS if the Generator fails to adhere to this Section 6.3.2. The Generator is responsible for all ongoing maintenance costs associated with the Facility.

6.4. Access.

6.4.1. Emergency Contact Information. Each Party shall provide to the other Party and shall update as necessary a telephone number that can be used at all times to allow the other Party to report an emergency.

6.4.2. EDC Right to Access EDC-Owned Facilities and Equipment. The Generator shall allow the EDC access to the EDC's equipment and the EDC's facilities located on the Facility's premises (the "*EDC Property*"). To the extent that the Generator does not own all or part of the real property on which the EDC is required to locate EDC Property in order to serve the Facility, the Generator shall procure and provide to the EDC all necessary rights, including easements, for access to the EDC Property.

6.4.3. Isolation Device. The EDC shall have access to the Isolation Device of the Facility at all times. Generator is responsible for obtaining any and all property rights, including easements, which will permit the EDC access to such Isolation Device.

6.4.4. Right to Review Information. The EDC shall have the right to review and obtain copies of the Generator's operations and maintenance records, logs, or other information such as unit availability, maintenance outages, circuit breaker operation requiring manual reset, relay targets and unusual events pertaining to the Facility or its Interconnection with the EPS. The EDC shall treat such information as confidential and shall use such information solely for the purposes of determining compliance with the operating requirements set forth in this Section 6.

7. Disconnection.

7.1 Temporary Disconnection.

7.1.1 Emergency Conditions. The EDC may immediately and temporarily disconnect the Facility from the EPS without prior notification in cases where, in the reasonable judgment of the EDC, the continued connection of the Facility is imminently likely to (a) endanger persons or damage property or (b) cause an adverse effect on the integrity or security of, or damage to, the EPS or to other electric power systems to which the EPS is directly connected (each, an "*Emergency Condition*"). Upon becoming aware of an Emergency Condition, the Generator shall (i) immediately suspend operation of the Facility and (ii) promptly provide written notice to the EDC of such Emergency Condition and suspension (an "*Emergency Condition Notice*"). The Emergency Condition Notice shall describe (A) such Emergency Condition, (B) the extent of any damage or deficiency, (C) the expected effect on the operation of each Party's facilities and operations, (D) the anticipated duration of such Emergency Condition and (E) the necessary corrective action.



After temporary disconnection or suspension pursuant to this Section 7.1.1, the Facility may not be reconnected or resume operation until the EDC and Generator are both satisfied that the cause of such Emergency Condition has been corrected. If the Generator fails to correct the Emergency Condition within ninety (90) days from the time that the EDC has temporarily disconnected the Facility due to such an event, the EDC may elect to terminate this Agreement in accordance with Section 4.1.5 and/or permanently disconnect the Facility in accordance with Section 7.2.2.

7.1.2 Routine Maintenance, Construction and Repair. The EDC shall have the right to disconnect the Facility from the EPS when necessary for routine maintenance, construction and repairs to the EPS. The EDC shall provide the Generator with a minimum of seven (7) days prior written notice of such disconnection, consistent with the EDC's planned outage notification protocols. If the Generator requests disconnection by the EDC at the Point of Common Interconnection, the Generator will provide a minimum of seven (7) days prior written notice to the EDC. The EDC shall make reasonable efforts to work with Generator to schedule a mutually convenient time or times to temporarily disconnect the Facility pursuant to this Section 7.1.2.

7.1.3 Forced Outages. During any forced outage, the EDC shall have the right to temporarily disconnect the Facility from the EPS in order to effect immediate repairs to the EPS. The EDC shall use reasonable efforts to provide the Generator with prior notice of such temporarily disconnection; provided, however, the EDC may temporarily disconnect the Facility from the EPS without such notice pursuant to this Section 7.1.2 in the event circumstances do not permit such prior notice to the Generator.

7.1.4 Non-Emergency Adverse Operating Effects. The EDC may temporarily disconnect the Facility if it is having a non-emergency adverse operating effect on the EPS or on other customers (a "*Non-Emergency Adverse Operating Effect*") if the Generator fails to correct such Non-Emergency Adverse Operating Effect within forty-five (45) days of the EDC's written notice to the Generator requesting correction of such Non-Emergency Adverse Operating Effect. If the Generator fails to correct a Non-Emergency Adverse Operating Effect within ninety (90) days from the time that the EDC has temporarily disconnected the Facility due to such an event, the EDC may elect to terminate this Agreement in accordance with Section 4.1.5 and/or permanently disconnect the Facility in accordance with Section 7.2.2.

7.1.5 Modification of the Facility. The EDC has the right to immediately suspend Interconnection service and temporarily disconnect the Facility in the event any material modification to the Facility or the Generator's Interconnection facilities has been implemented without prior written authorization from the EDC.

7.1.6 Re-connection. Any temporary disconnection pursuant this Section 7.1 shall continue only for so long as is reasonably necessary. The Generator and the EDC shall cooperate with each other to restore the Facility and the EPS, respectively, to their normal operating states as soon as reasonably practicable following the correction of the event that led to the temporary disconnection.

## 7.2 Permanent Disconnection.

7.2.1 The Generator may permanently disconnect the Facility at any time upon thirty (30) days prior written notice to the EDC.

7.2.2 The EDC may permanently disconnect the Facility upon termination of this Agreement in accordance with Section 4.

7.2.3 The EDC may permanently disconnect the Facility in the event the Generator is unable to correct an Emergency Condition or a Non-Emergency Adverse Operating Effect in accordance with Section 7.1.1 or Section 7.1.4, respectively.

8. Metering.

8.1. Metering of the output from the Facility shall be conducted pursuant to the terms of the Guidelines.

9. Assignments.

9.1 Except as provided herein, the Generator shall not voluntarily assign its rights or obligations, in whole or in part, under this Agreement without the EDC's prior written consent, which consent shall not be unreasonably withheld or delayed. Any assignment the Generator purports to make without the EDC's prior written consent shall not be valid. Notwithstanding the foregoing, the EDC's consent shall not be required for any assignment made by the Generator to an Affiliate with an equal or greater credit rating and with the legal authority and operational ability to satisfy the obligations of the Generator under this Agreement; provided that that Generator promptly notifies the EDC of any such assignment. In all events, the Generator shall not be relieved of its obligations under this Agreement unless, and until, the permitted assignee assumes in writing all obligations of this Agreement and notifies the EDC of such assumption.

10. Confidentiality.

10.1 The EDC shall maintain the confidentiality of information provided from the Generator to the EDC if such information is clearly marked and labeled "Confidential" (the "*Confidential Information*"). Confidential Information shall not include information that (a) is or hereafter becomes part of the public domain, (b) previously was in the possession of the EDC, or (c) the EDC is required to disclose pursuant to a valid order of a court or other governmental body or any political subdivision thereof; provided, however, that to the extent that it may lawfully do so, the EDC shall first have given notice to the Generator and given the Generator a reasonable opportunity to interpose an objection or obtain a protective order requiring that the Confidential Information and/or documents so disclosed be used only for the purpose for which the order was issued; provided further that if such Confidential Information is requested or required by the PURA, the EDC shall seek protective treatment of such Confidential Information.

11. Insurance Requirements.

11.1 General Liability. In connection with the Generator's performance of its duties and obligations under this Agreement, the Generator shall maintain, during the term of this Agreement, general liability insurance with a combined single limit of not less than:

11.1.1 Three hundred thousand dollars (\$300,000) per occurrence and in the aggregate for bodily injury and/or property damage claims where the gross nameplate rating of the Facility is less than or equal to an aggregate of 100 kW;

11.1.2 One million dollars (\$1,000,000) per occurrence and in the aggregate for bodily injury and/or property damage claims where the gross nameplate rating of the Facility is greater than 100 kW and less than or equal to an aggregate of 1MW;

11.1.3 Two million dollars (\$2,000,000) per occurrence and in the aggregate for bodily injury and/or property damage claims where the gross nameplate rating of the Facility is greater than 1MW and less than or equal to an aggregate of 5MW; or

11.1.4 Five million dollars (\$5,000,000) per occurrence and in the aggregate for bodily injury and/or property damage claims where the gross nameplate rating of the Facility is greater than 5MW and less than or equal to an aggregate of 20MW.

11.2 Insurer Requirements and Endorsements. All insurance required pursuant to this Section 11 shall be carried by insurers qualified to underwrite insurance in Connecticut with an A.M. Best rating of A- or better. In addition, all insurance shall: (a) include the EDC as an additional insured for Generating facilities greater than 1MW; (b) contain a severability of interest clause or cross-liability clause unless the Generator is a residential customer; (c) provide that the EDC shall not be liable to the insurance carrier with respect to the payment of premium for such insurance; and (d) provide for written notice to the EDC thirty (30) days prior to cancellation, termination, or material change of such insurance.

11.3 Evidence of Insurance.

11.3.1 Evidence of the insurance required pursuant to this Section 11 shall state that the coverage provided is primary, and is not excess of or contributing with any insurance or self-insurance maintained by the EDC.

11.3.2 The Generator is responsible for providing the EDC with evidence of insurance on an annual basis as set forth in the Guidelines.

11.3.3 Prior to the EDC commencing any work on system modifications, the Generator shall have its insurer provide to the EDC certificates of insurance evidencing the insurance coverage required pursuant to this Section 11. Such certificates shall clearly indicate whether such insurance policy is written on a "claims-made" basis.

11.3.4 The EDC may, at its discretion, require the Generator to maintain tail coverage with respect to any policy written on a "claims-made" basis for a period of three years after expiration or termination of such policy.

11.3.5 All insurance certificates, statements of self insurance, endorsements, cancellations, terminations, alterations, and material changes of such insurance shall be issued and submitted to the appropriate EDC Facilitator.

12. Performance Assurance.

12.1 If the EDC reasonably expects that any Interconnection Costs necessary to accommodate the Facility will be in excess of fifty thousand dollars (\$50,000) in the aggregate in any calendar

year, the EDC may require that the Generator provide to the EDC a guarantee, a surety bond, letter of credit or other form of security that is reasonably acceptable to the EDC at least twenty (20) Business Days prior to the commencement of the related work. Such security for payment shall be in an amount sufficient to cover such Interconnection Costs. In addition:

12.1.1. Any guarantee provided by the Generator pursuant to this Section 12 shall be made by an entity that meets the creditworthiness requirements of the EDC, and contain terms and conditions that guarantee payment of any amount that may be due from the Generator, up to an agreed-to maximum amount; and

12.1.2. Any letter of credit or surety bond provided by the Generator pursuant to this Section 12.1.2 shall be issued by a financial institution or insurer reasonably acceptable to the EDC and must specify an expiration date reasonably acceptable to the EDC.

13. Indemnification.

13.1 Indemnification of the EDC. Subject to the limitation of liability set forth in Section 14, the Generator shall indemnify, defend and hold harmless the EDC and its trustees, directors, officers, employees and agents (including affiliates, contractors and their employees) from and against any liability, damage, loss, claim, demand, complaint, suit, proceeding, action, audit, investigation, obligation, cost, judgment, adjudication, arbitration decision, penalty (including fees and fines), or expense (including court costs and attorneys' fees) relating to, arising from or connected to this Agreement.

13.2 Indemnification of the Generator. Subject to the limitation of liability set forth in Section 14, the EDC agrees to indemnify, defend and hold harmless the Generator, its trustees, directors, officers, employees and agents (including Affiliates, contractors and their employees), from and against any and all damages for personal injury (including death) or property damage to unaffiliated third parties arising from any and all actions relating to or arising out of any material failure by the EDC to perform any of its obligations pursuant to Section 6.2.2 of this Agreement.

13.3 Survival of Indemnification. The indemnification obligations of each Party set forth in this Section 13 shall continue in full force and effect regardless of whether this Agreement has expired or been terminated, defaulted or cancelled and shall not be limited in any way by any limitation on insurance.

14. Limitation of Liability.

14.1 Except with respect to a Party's fraud or willful misconduct, and except with respect to damages sought by a third party in connection with a third party claim: (a) neither Party shall be liable to the other Party, for any damages other than direct damages; and (b) each Party agrees that it is not entitled to recover and agrees to waive any claim with respect to, and will not seek, consequential, punitive or any other special damages as to any matter under, relating to, arising from or connected to this Agreement.

15. Amendments and Modifications.

15.1 No amendment or modification of this Agreement shall be binding unless in writing and duly executed by both Parties.

16. Permits and Approvals.

- 16.1 The Generator is responsible for obtaining all environmental and other permits required by governmental authorities for the construction and operation of the Facility (each, a "*Required Permit*"). The EDC assumes no responsibility for obtaining any Required Permit, advising the Generator with respect to Required Permits, or assuring that all Required Permits have been obtained by the Generator. Upon written request of the EDC, the Generator shall promptly provide to the EDC a copy of any Required Permit.

17. Environmental Releases.

- 17.1 Each Party shall immediately notify the other Party, first orally and then in writing, of any of the following events related to the Facility upon becoming aware of such event: (a) the release of any hazardous substances; (b) any asbestos or lead abatement activities; or (c) any type of remediation activities. The Party having the responsibility for reporting such an event to appropriate governmental authorities shall promptly furnish to the other Party copies of any publicly available reports filed with such authorities.

18. Force Majeure.

- 18.1 For purposes of this Agreement, "*Force Majeure Event*" means any event or circumstance that (a) is beyond the reasonable control of the affected Party and (b) the affected Party is unable to prevent or provide against by exercising commercially reasonable efforts. Force Majeure Events include the following events or circumstances, but only to the extent they satisfy the foregoing requirements: (i) acts of war or terrorism, public disorder, insurrection, or rebellion; (ii) floods, hurricanes, earthquakes, lightning, storms, and other natural calamities; (iii) explosions or fire; (iv) strikes, work stoppages, or labor disputes; (v) embargoes; and (vi) sabotage. In no event shall the lack of funds or the inability to obtain funds constitute a Force Majeure Event.
- 18.2 If a Force Majeure Event prevents a Party from fulfilling any obligations under this Agreement, such Party will promptly notify the other Party in writing, and will keep the other Party informed on a continuing basis of the scope and duration of the Force Majeure Event. The affected Party shall specify in reasonable detail the circumstances of the Force Majeure Event, its expected duration, and the steps that the affected Party is taking to mitigate the effects of the event on its performance. The affected Party may suspend or modify its performance of obligations under this Agreement, other than the obligation to make payments then due or becoming due under this Agreement, but only to the extent that the effect of the Force Majeure Event cannot be mitigated by the use of commercially reasonable efforts. The affected Party shall use commercially reasonable efforts to resume its performance as soon as possible. Without limiting this section, the Generator shall immediately notify the EDC verbally if the failure to fulfill the Generator's obligations under this Agreement may impact the safety or reliability of the EPS.

19. Notices.

- 19.1 All notices, demands and other communications to be given or delivered under or by reason of the provisions of this Agreement shall be in writing and shall be deemed to have been given: (a) immediately when personally delivered; (b) when received by first class mail, return receipt requested; (c) one day after being sent for overnight delivery by Federal Express or other overnight delivery service; or (d) when receipt is acknowledged, either

electronically or otherwise, if sent by facsimile, telecopy or other electronic transmission device. Notices, demands and communications to the other Parties shall, unless another address is specified by such Parties in writing, be sent to the addresses indicated below:

If to the EDC:

Eversource Energy  
107 Selden Street, Berlin, CT 06037  
Attention: Manager, Distributed Resources  
Phone: 866-324-2437

If to the Generator:

City of Waterbury Board of Education Career Academy  
235 Grand Street, Waterbury, CT 06702  
Att: Waterbury Career Academy  
Phone:

19.2 Each Party may designate operating representatives to conduct daily communications between the Parties, which may be necessary or convenient for the administration of this Agreement. The names, addresses, and phone numbers of each Party's representatives shall be provided in writing by such Party to the other Party.

20. Default and Remedies.

20.1 Defaults. Each of the following shall constitute an "*Event of Default*,"

20.1.1. A Party fails to pay any bill or invoice for charges incurred pursuant to this Agreement or any other amount due from such Party to the other Party as and when due, any such failure shall continue for a period of thirty (30) days after written notice of nonpayment from the affected Party to the defaulting Party; provided, however, if such Party disputes such bill, invoice or other amount due in good faith, then such failure to pay shall not constitute an Event of Default and the Parties shall resolve such dispute in accordance with Section 21;

20.1.2. A Party (a) fails to comply with any other provision of this Agreement or breaches any representation or warranty in any material respect and (b) fails to cure or remedy such failure or breach within sixty (60) days after notice and written demand by the other Party to cure the same or such longer period reasonably required to cure the same (not to exceed an additional ninety (90) days unless otherwise mutually agreed upon, provided that the failing or breaching Party diligently continues to cure until such failure or breach is fully cured). This provision pertains only to cure periods not specifically addressed elsewhere in this Agreement;

20.1.3. A Generator modifies the Facility or any part of the Interconnection without the prior written approval of the EDC; or

20.1.4. A Party fails to perform any obligation hereunder in accordance with (a) applicable laws and regulations, (b) the ISO-NE operating documents, procedures, and reliability standards, and (c) Good Utility Practice.

20.2 Remedies. Upon the occurrence of an Event of Default, the non-defaulting Party may, at its option, in addition to any remedies available under any other provision herein, do any,

or any combination, as appropriate, of the following: (a) continue to perform and enforce this Agreement; (b) recover damages from the defaulting Party except as limited by this Agreement; (c) by written notice to the defaulting Party terminate this Agreement; or (d) pursue any other remedies it may have under this Agreement or under applicable law or in equity.

21. Dispute Resolution Procedures.

21.1 Each Party shall agree to attempt to resolve all disputes promptly, equitably and in good faith. If the Parties are unable to informally resolve any dispute, the Parties shall follow the dispute resolution process set forth in the Guidelines.

22. Subcontractors.

22.1 Nothing in this Agreement shall prevent a Party from utilizing the services of any subcontractor as it deems appropriate to perform its obligations under this Agreement; provided, however, that the hiring Party shall require such subcontractor to comply with all applicable terms and conditions of this Agreement in providing such subcontracting services and the hiring Party shall remain primarily liable to the other Party for the performance of such subcontractor.

22.2 The creation of any subcontract relationship shall not relieve the hiring Party of any of its obligations under this Agreement. The hiring Party shall be fully responsible to the other Party for the acts or omissions of any subcontractor hired by the hiring Party to perform its obligations under this Agreement. Any applicable obligation imposed by this Agreement upon the hiring Party shall be equally binding upon, and shall be construed as having application to, any subcontractor of such Party.

22.3 The obligations under this Section 22 will not be limited in any way by any limitation of subcontractor's insurance.

23. Miscellaneous.

23.1 Governing Law. This Agreement and the legal relations between the Parties will be governed by and construed in accordance with the laws of the State of Connecticut applicable to contracts made and performed in such State and without regard to conflicts of law doctrines.

23.2 Non-waiver. No failure on the part of any Party to exercise or delay in exercising any right hereunder shall be deemed a waiver thereof, nor shall any single or partial exercise of any right hereunder preclude any further or other exercise of such or any other right.

23.3 No Third Party Beneficiaries. This Agreement is made solely for the benefit of the Parties. Nothing in the Agreement shall be construed to create any rights in or duty to, or standard of care with respect to, or any liability to, any person not a party to or otherwise bound by this Agreement.

23.4 Severability. If any provision of this Agreement is held to be unenforceable for any reason, such provision shall be adjusted rather than voided, if possible, to achieve the intent of the Parties. If no such adjustment is possible, such provision shall be fully severable and

severed, and all other provisions of this Agreement will be deemed valid and enforceable to the extent possible.

23.5 No Partnership. Nothing in this Agreement shall constitute or be construed to be or create an association, joint venture, agency relationship, or partnership between the Parties or to impose any partnership obligation or partnership liability upon either Party. No Party shall have any right, power or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as or be an agent or representative of, or to otherwise bind, the other Parties.

23.6 Headings. All headings in this Agreement are included solely for convenient reference, are not intended to be full and accurate descriptions of the contents of this Agreement, will not be deemed a part of this Agreement, and will not affect the meaning or interpretation of this Agreement.

23.7 Changes in State Regulations or Law. Upon thirty (30) days prior written notice, EDC may terminate this Agreement if there are any changes in PURA regulations or Connecticut law that affects the EDC's ability to perform its obligations under this Agreement.

23.8 General Rules of Construction. For all purposes of this Agreement: (a) all terms defined herein or in the Guidelines shall have the meanings assigned to them herein or in the Guidelines, as the case may be, and shall include the plural as well as the singular; (b) all references in this Agreement to designated "Sections" and other subdivisions are to the designated Sections and other subdivisions of the body of this Agreement; (c) pronouns of either gender or neuter will include, as appropriate, the other pronoun forms; (d) the words "herein," "hereof" and "hereunder" and other words of similar import refer to this Agreement as a whole and not to any particular Section or other subdivision; (e) "or" is not exclusive; (f) "including" and "includes" will be deemed to be followed by "but not limited to" and "but is not limited to," respectively; (g) any definition of or reference to any law, agreement, instrument or other document herein will be construed as referring to such law, agreement, instrument or other document as from time to time amended, supplemented or otherwise modified; (h) any definition of or reference to any law or statute will be construed as referring also to any rules and regulations promulgated thereunder; and (i) as used herein, "days" shall mean "calendar days."

23.9 Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all counterparts so executed shall constitute one agreement binding on all of the Parties hereto, notwithstanding that all of the Parties are not signatories to the same counterpart. Facsimile counterparts may be delivered by any Party, with the intention that they shall have the same effect as an original counterpart hereof.

23.10 Signatures. Each Party hereby signifies its agreement to the all of the terms of this Agreement by its signatures hereto. Each Party represents that it has carefully reviewed this Agreement individually and with counsel and that it has knowingly and willingly executed this Agreement.

*[Signature Page Follows]*



severed, and all other provisions of this Agreement will be deemed valid and enforceable to the extent possible.

- 23.5 No Partnership. Nothing in this Agreement shall constitute or be construed to be or create an association, joint venture, agency relationship, or partnership between the Parties or to impose any partnership obligation or partnership liability upon either Party. No Party shall have any right, power or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as or be an agent or representative of, or to otherwise bind, the other Parties.
- 23.6 Headings. All headings in this Agreement are included solely for convenient reference, are not intended to be full and accurate descriptions of the contents of this Agreement, will not be deemed a part of this Agreement, and will not affect the meaning or interpretation of this Agreement.
- 23.7 Changes in State Regulations or Law. Upon thirty (30) days prior written notice, EDC may terminate this Agreement if there are any changes in PURA regulations or Connecticut law that affects the EDC's ability to perform its obligations under this Agreement.
- 23.8 General Rules of Construction. For all purposes of this Agreement: (a) all terms defined herein or in the Guidelines shall have the meanings assigned to them herein or in the Guidelines, as the case may be, and shall include the plural as well as the singular; (b) all references in this Agreement to designated "Sections" and other subdivisions are to the designated Sections and other subdivisions of the body of this Agreement; (c) pronouns of either gender or neuter will include, as appropriate, the other pronoun forms; (d) the words "herein," "hereof" and "hereunder" and other words of similar import refer to this Agreement as a whole and not to any particular Section or other subdivision; (e) "or" is not exclusive; (f) "including" and "includes" will be deemed to be followed by "but not limited to" and "but is not limited to," respectively; (g) any definition of or reference to any law, agreement, instrument or other document herein will be construed as referring to such law, agreement, instrument or other document as from time to time amended, supplemented or otherwise modified; (h) any definition of or reference to any law or statute will be construed as referring also to any rules and regulations promulgated thereunder; and (i) as used herein, "days" shall mean "calendar days."
- 23.9 Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all counterparts so executed shall constitute one agreement binding on all of the Parties hereto, notwithstanding that all of the Parties are not signatories to the same counterpart. Facsimile counterparts may be delivered by any Party, with the intention that they shall have the same effect as an original counterpart hereof.
- 23.10 Signatures. Each Party hereby signifies its agreement to the all of the terms of this Agreement by its signatures hereto. Each Party represents that it has carefully reviewed this Agreement individually and with counsel and that it has knowingly and willingly executed this Agreement.

*[Signature Page Follows]*

IN WITNESS HEREOF, the Parties have caused this INTERCONNECTION AGREEMENT to be executed on the day and year first written above.

THE EDC

By: \_\_\_\_\_

Name: Einat Dorobantu

Title: Director-System Resiliency & Strategy

Duly Authorized

THE GENERATOR

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Duly Authorized

Appendix A

**Guidelines for Generator Interconnection Fast Track and Study Processes May 12, 2010**

(Intentionally omitted)

## Appendix B

### **Description of the Facility as studied, and incorporating any approved design changes**

This is an inverter-based PV installation with one hundred eighty-four (184) Enphase M215 three-phase micro-inverters at 480 volts on a three-phase 480/277 volt service, for an aggregate of 39.56 kW, and no energy storing devices

### Appendix C

#### Conditions for Parallel Operation of Generating Facility, Special Operating Requirements

None required.

Appendix D

Initial Cost Estimate

Witness test: \$550.00

Please refer to Section 5.3 – Billing and Payment Procedures for Initial Interconnection Costs. If someone other than the generator/customer is responsible for the payment please note and sign below.

Other responsible party: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Appendix E

**Construction Agreement**

None required.

Appendix F

See attached Contingent Approval Letter dated April 15, 2015





Distributed Energy Resources  
P.O. Box 1409  
Hartford, CT 06143-1409

### Contingent Approval

April 15, 2015

Attention: City of Waterbury Board of Education

RE: Waterbury Career Academy  
Address: 175 Birch Street, Waterbury, CT 06704  
Equipment: 39.56 kW Inverter Based PV installation with one hundred- eighty-four (184) Enphase M215 Microinverters for an aggregate of 39.56 kW.

Dear: Waterbury Board of Education,

Eversource Energy has completed the Application Review in compliance with the Fast Track and Study process for the above stated project and has determined that the proposed generators will not have an impact on the distribution system. Attachment I and II with additional comments and a schedule of milestones are attached for your reference.

The generator qualifies for Net Metering and Eversource Energy will apply Rider N accordingly.

Please submit a payment of \$550.00 for the witness test. In addition, please review and sign two copies of Attachment I (Schedule of Milestones) and two copies of the Interconnection Agreement and return to the address below. Refer to Attachment II for assumptions and notes.

Should you have any questions or concerns please feel free to contact me.

Sincerely,

*Winston D. Brown*  
Project Manager  
Distributed Energy Resources  
107 Selden Street, Berlin, CT 06037  
Tel: 860-665-3717  
E-mail: [winston.brown@eversource.com](mailto:winston.brown@eversource.com)

CC : David Ferrante, Distributed Energy Resources Manager  
Consulting Engineering Service.

# Waterbury Career Academy

## Attachment I

### Schedule of Milestones

Item	Milestones for Interconnection	Due by Date	Responsible Party	Comments
1	Sign and return Schedule of Milestones	07/01/2015	Generator	2 copies
2	Signed Interconnection Agreement	07/01/2015	Generator	2 copies
3	Submit Certificate of Insurance.	Completed	Generator	Copy on file expired on 09/01/2015
4	Submit (\$550.00) Estimated Payment for Witness Test	07/01/2015	Generator	
5	Provide Witness Test procedures and deliverables	07/07/2015	Generator	See Note 1 and 2, Attachment II Min 20 business days prior to witness test
6	Submit proof of Municipal Approval (WR# 2468018)	07/15/2015	Generator	Min 10 business days prior to the Witness Test
7	Schedule Witness Test	07/29/2015	Eversource Energy	See Note 3, Attachment II
8	In-Service Date	07/29/2015	Generator	
9	Final Approval	07/29/2015	Eversource	See Note 4, Attachment II

Agreed to by:

For Generator:

For Eversource:

Item 4 Responsibility:

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Waterbury Career Academy

### Attachment II

#### Assumptions:

The proposed installation of one hundred-eighty-four (184) Enphase M215 Micro-inverters on a three-phase 480/277 volt service, and no energy storing devices, for an aggregate of 39.56 kW, located at the City of Waterbury Career Academy, 175 Birch Street, Waterbury, CT 06704 is certified to UL 1741 and is in compliance with IEEE 1547.

- A witness test is required to be performed which indicates that when the AC disconnect switch is opened, the PV inverters stop conducting immediately in no appreciable time delay to isolate the inverters from the Eversource system.
- When the AC disconnect switch is closed, the PV inverters do not start to conduct for approximately five (5) minutes
- Because this is a three-phase service, the witness test must also demonstrate that the inverter shuts down upon loss of each individual phase
- An Eversource Energy test person will be required to witness the operation of the inverters prior to allowing the inverters to continue to operate in parallel with the Eversource system.
- A permanent placard will need to be placed on the Eversource meter that warns of the connected PV systems and describes the locations of the required external AC disconnect switches
- The required, visible break, AC Disconnect switches must be accessible to Eversource Energy personnel twenty-four (24) hours a day, seven (7) days a week.
- For the witness test, the customer needs to provide the Eversource Energy test person proof of the settings applied to the inverters. If the customer has access to the settings via some way such as an LCD screen display or a latest paper copy of the settings actually applied on the inverters, then that will be acceptable. The adjustable settings include the under voltage, over voltage, under frequency and over frequency settings.

#### Notes for Attachment I-Schedule of Milestones:

1. Please provide the following:
  - A test procedure for the Witness Test
  - Proof of settings applied to the inverter in the factory or the ability to display & verify settings at the witness test
2. Below are the settings we will accept (settings per IEEE1547). The inverters when ordered need to have the settings set as indicated below. If the customer has

already taken delivery of the inverters, they will need to have someone set the IEEE1547 settings indicated here.

- |         |  |                        |
|---------|--|------------------------|
| 27 -1   | UNDER VOLTAGE - FAST   | (%) = 50               |
|         | Line to Line Voltage 480   | (27-1) Volts = 240     |
|         | Line to Ground Voltage 277   | (27-1) Volts = 139     |
|         | UV TIMER   | (27-1) Seconds = 0.16  |
|         | UV TIMER   | (27-1) Cycles = 10     |
| 27 -2   | UNDER VOLTAGE - SLOW   | (%) = 88               |
|         | Line to Line Voltage 480   | (27-2) Volts = 423     |
|         | Line to Ground Voltage 277   | (27-2) Volts = 244     |
|         | UV TIMER   | (27-2) Seconds = 2.0   |
|         | UV TIMER   | (27-2) Cycles = 120    |
| 59 -1   | OVER VOLTAGE -FAST   | (%) = 120              |
|         | Line to Line Voltage 480   | (59-1) Volts = 576     |
|         | Line to Ground Voltage 277   | (59-1) Volts = 333     |
|         | OV TIMER   | (59-1) Seconds = 0.16  |
|         | OV TIMER   | (59-1) Cycles = 10     |
| 59 -2   | OVER VOLTAGE - SLOW  | (%) = 110              |
|         | Line to Line Voltage 480   | (59-2) Volts = 528     |
|         | Line to Ground Voltage 277   | (59-2) Volts = 305     |
|         | OV TIMER   | (59-2) Seconds = 1.0   |
|         | OV TIMER   | (59-2) Cycles = 60     |
| 81U - 1 | UNDER FREQUENCY  | (Hz) = 57              |
|         | UF TIMER   | (81U-1) Seconds = 0.16 |
|         | UF TIMER   | (81U-1) Cycles = 10    |
| 81O     | OVER FREQUENCY   | (Hz) = 60.5            |
|         | OF TIMER   | (81O) Seconds = 0.16   |
|         | OF TIMER   | (81O) Cycles = 10      |
| 3.      | In order to schedule the witness test, Items 1 - 6 of Attachment 1 Schedule of Milestones must be completed.                         |                        |
| 4.      | At the conclusion of a successful witness test, Eversource Energy will send you (via email) an Authorization to Interconnect Letter. |                        |

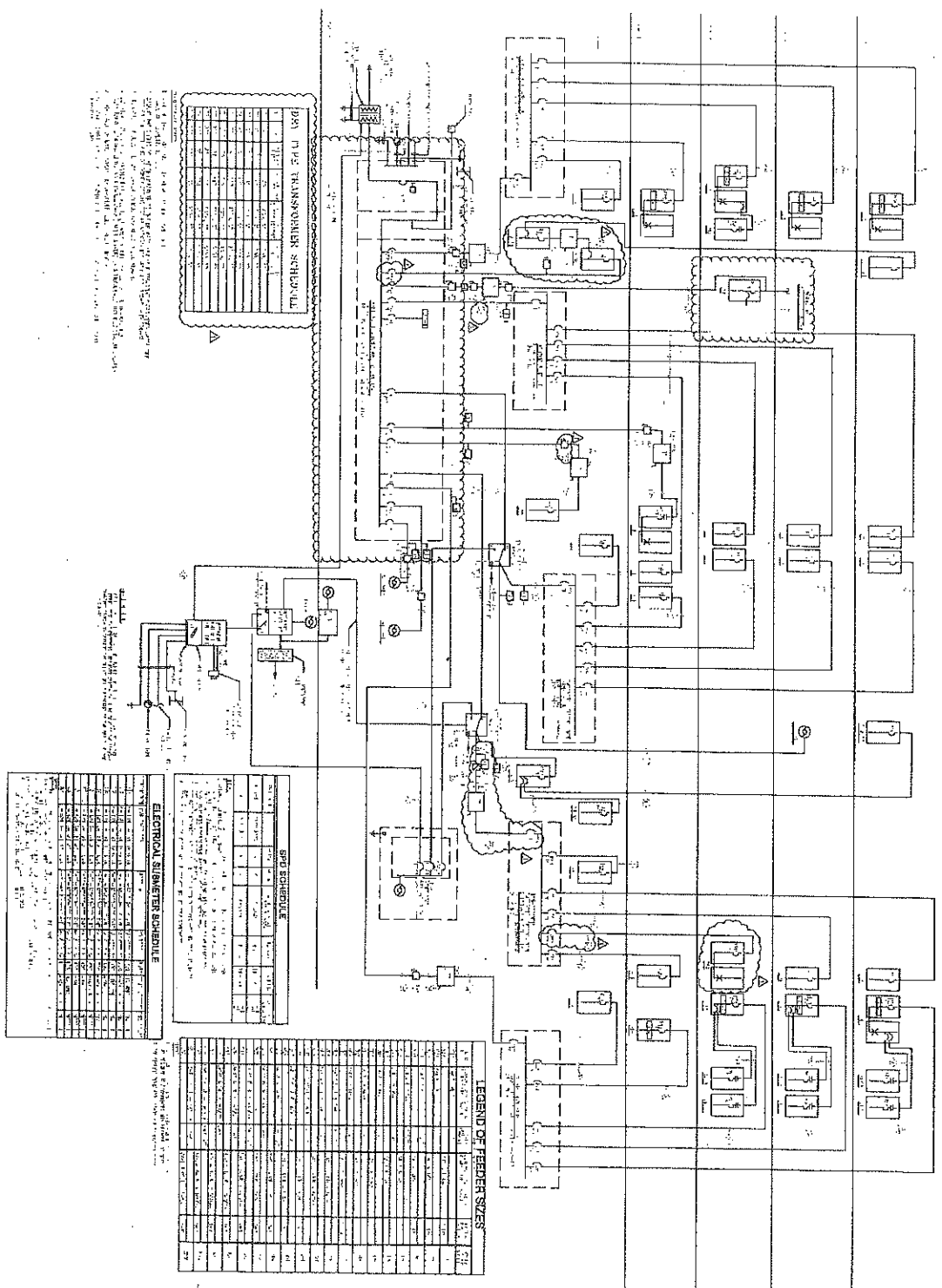
Appendix G

**EDC's Description of its Upgrades and Best Estimate of Upgrade Costs**

None required.

## Appendix H

### One line and layout diagrams



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Figure 1 illustrates the experimental setup. A subject is seated at a table, viewing a video screen. A camera is positioned above the screen. A target is placed on the table. A horizontal arrow indicates the direction of movement from the starting point to the target. A vertical arrow indicates the direction of movement from the starting point to the video screen. A horizontal arrow indicates the direction of movement from the video screen to the target. A vertical arrow indicates the direction of movement from the video screen to the camera.

Waterbury  
Career  
Academy  
610 CHURCH STREET  
WATERBURY CT 06702

STATE PROJECT NO. 161-4272N  
PHASE 2 OF 5  
BUILDING  
CONSTRUCTION



ELECTRICAL WIRE  
 DIAGRAM  
 E701

## ELECTRIC EQUIPMENT OWNERSHIP & REQUIRED METER CLEARANCES

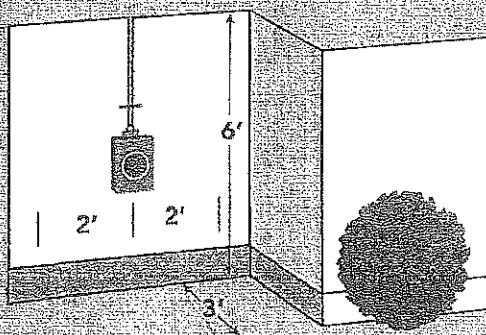
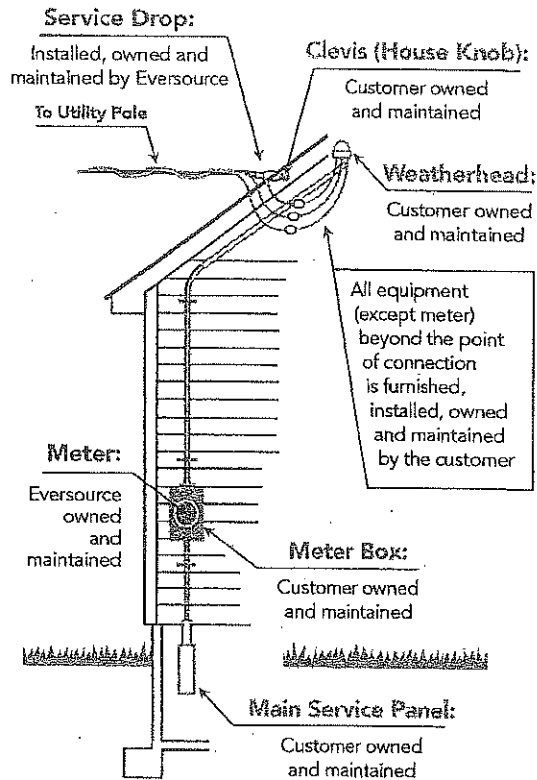
**EVERSOURCE**

In the event your home's electrical equipment is damaged, you may have questions regarding which parts of your electric service are privately owned, which parts are maintained by Eversource, and what the proper clearances are for safe meter access.

### Who Owns What

- Eversource maintains the electric poles, wires and other equipment you see along your street, ending at the service drop (see diagram, right). Eversource also repairs any damage to the meter itself.
- The wires and equipment that run from the service drop into a residence are the responsibility of the customer.

If you have damage to the wires or equipment after the service drop, please contact a licensed and insured electrical contractor to perform the necessary repairs. In a storm situation, this will expedite your service restoration as the damaged equipment will need to be fixed prior to Eversource reconnecting the power lines to your home.



### Required Meter Clearances

- For safe meter access, a clearance of four feet wide by three feet deep by six feet high is required (see diagram, left). Please keep shrubs, debris, fences and other structures clear of this area.

For your safety and ours, do not tamper with the electric meter, its seals or connections. It's dangerous and against the law.

### Contact Us

If you have any questions, please call Eversource at 800-286-2000, or refer to the Information and Requirements booklet at [eversource.com](http://eversource.com).

ENR/eps Rev215





# Waterbury Public Schools

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

May 22, 2015

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

**RE: Primary Mental Health Program Grant 2015-17 [CSDE]**

Dear Commissioners:

The State Department of Education has requested grant proposals to continue or begin Primary Mental Health Programs at district schools. Waterbury has been a grant recipient of Primary Mental Health Program grants for several years; grants are generally awarded in two year cycles. This year Waterbury proposes to continue its programs at Duggan School and W. Cross School where the principals, teachers, and parents all report the program being very helpful to students. The program is designed to assist students in grades K through 3 with social and emotional problems that impact student learning. Waterbury's program is described in the attached Grant Program Highlights.

There is a required match of at least 25% of the total grant budget, as well as a requirement to detail the in-kind contributions of district staff for this project. The grant amount and match will be very close to last year's request. The match required for the project will be reviewed for approval by Mr. Guidone, Chief Operating Officer & Chief of Staff. Contingent upon his approval of the budget and required matching funds, I respectfully request your permission to apply for this grant on behalf of the Waterbury School District.

The grant application is due on June 5, 2015. I will provide notice to SDE of your approval, as is required, after your board vote. Thank you for your consideration.

Very truly yours,

Louise Allen Brown  
Grant Writer

cc: Dr. Kathleen M. Ouellette, Superintendent of Schools  
Paul Guidone, Chief Operating Officer & Chief of Staff  
Anne Marie Cullinan, Chief Academic Officer  
J. Amato, Principal, W. Cross School  
Dr. P. Frageau, Principal, Duggan School

Connecticut State Department of Education  
Primary Mental Health Program Grant  
Louise Allen Brown  
May 22, 2015

**Grant Program Highlights**

**Name of Grant:** Primary Mental Health Program Grant

**Purpose of Grant:**

The purpose of the grant is “to assist Connecticut school districts to better serve at-risk primary grade children through the availability of an early intervention mental health program for the detection and prevention of emotional, behavioral and learning problems,...” (rfp)

**Grant Deadline:** June 5, 2015

**Grant Period:** July 1, 2015 – June 30, 2017

**Total Funding Available:** \$427,209.

**Maximum Size of new awards:** \$20,000 (State Funds)

**Cost Sharing or Matching:** \$5,000 or ¼ of total grant amount, whichever is greater

**Eligible Applicants:** Local or regional boards of education. Applicants must propose a school-based program that provides services primarily in Kindergarten through grade 3.

Special consideration will be given to: districts that are designated as priority school districts (such as Waterbury); districts that develop innovative parent involvement strategies; districts that indicate how this mental health program will interface with other early intervention programs; and first time applicants.

**Waterbury Proposal:**

Waterbury has had a Primary Mental Health Program operating in one or two schools each year for several years now. Through this next application, the district will seek to continue a Primary Mental Health Program at Duggan Elementary School and at W. Cross Elementary School. The district will 1) hire/retain Child Associates to provide direct services to students under the supervision of School Psychologists, and the district Supervisor of School Psychologists; 2) maintain a playroom at Duggan Elementary School and W. Cross Elementary School to be used by the students with the Child Associate; and 3) implement the Primary Mental Health Program with fidelity at Duggan School and W. Cross School for first grade students, and others in grades K-3 as time and funding allows. Waterbury will continue to offer Complementary Mental Health Programs (including the Developmental Guidance Program, Positive Behavior Intervention Support Programs, and the Early Intervention Program) at Duggan and W. Cross Elementary Schools. These complementary mental health programs enhance the benefits of the Primary Project by improving students’

pro-social behavior, students' school adjustment skills, and/or the school climate. Student participants will be identified using the PMHP screening tools, as mandated and as used in prior years. Specially trained "Child Associates" will work with identified students in student-directed play to help students to resolve social/emotional problems. Principals, teachers, and parents have reported significant student success in the program to date.

**Budget**

The budget, including required matching funds from the district will be reviewed for approval by Mr. Guidone, COO/Chief of Staff, prior to submission of the application. Like last year, we will seek \$20,000, in state funding and provide a match of just under \$7,000 from the district. Additionally, in-kind contributions from the district for this project at Duggan and W. Cross will include use of space, supervisory staff such as school psychologists and social workers, and principals, as well as grants management and grants accounting services by existing district personnel.



#4

# Waterbury Public Schools

*Louise Allen Brown, J.D., M.P.A.*

*Grant Writer*

May 22, 2015

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

**Re: Education of Homeless Children & Youth Grant (CSDE)**

Dear Commissioners:

The Connecticut State Department of Education is funding a limited number of grants for the period from July 1, 2015 to June 30, 2018 to support supplementary services to homeless children and youth. The grants are offered by the State through a competitive program under the federal McKinney-Vento Act. Waterbury is a past grant recipient, and was awarded a grant from this program for the period 2012-2015.

The maximum amount of grant funding for which a district may apply is \$40,000 per year for three years, and dollar for dollar match is required. I have already discussed matching funds with Mr. Guidone and Entitlement Grants Supervisor Linda Riddick-Baron. We have identified grant funds that can serve as the match for this competitive grant. Thus, no city funds are needed to meet the match requirement.

The details of the Waterbury project appear in the attached Grant Highlights document. The final budget will be presented to Mr. Guidone for his review and approval. The grant deadline is June 8, 2015. I respectfully request your permission to apply for this grant on behalf of Waterbury School District.

Very truly yours,

Louise Allen Brown  
Grant Writer

cc: Dr. Kathleen Ouellette  
Paul Guidone  
Anne Marie Cullinan  
Linda Riddick-Baron

**Education for Homeless Children and Youth Grant  
(Competitive McKinney-Vento Act Funding)  
Connecticut State Department of Education  
Louise Allen Brown  
May 22, 2015**

**Grant Highlights**

**Program Purpose:** The purpose of this grant is “to assist local and regional boards of education with the facilitation of the enrollment, attendance, and success of homeless children and youth in schools...” [rfp]

**Grant Period:** July 1, 2015 – June 30, 2018

**Grant Award Maximum:** \$40,000/year (\$120,000 over 3 years)

**Matching Funds:** Required at 100% for \$40,000 grants, a dollar for dollar contribution

**Application Deadline:** June 8, 2015

**Eligible Applicants:** LEAs

**Special Consideration:** In scoring, prior grantees can earn five extra points for demonstrating previous success, and how new grant funds will allow the district to build on previous successes. [rfp]

**Proposed Project:  
Waterbury Proposal**

Waterbury proposes to enhance services to homeless children and youth through a grant designed to:

- 1) Improve the nature and extent of connections for homeless children and youth to services available in school;
- 2) Improve the nature and extent of connections for homeless children and youth to services available in the community; and
- 3) Provide supplemental services, supplies and resources to homeless children and youth.

**Activities will include:**

1. Implementing the position of liaison to homeless youth and families, a Title I position. This person will facilitate school-based connections for homeless students and their families. This position is funded through Title I (matching) funds. S/he will also collaborate with the part time Community Connections Coordinator to bring to bear all possible resources needed by homeless students.
2. Continuing the position of part-time Community Connections Coordinator for Homeless Children and Youth. This person assists homeless students and their families to connect with local agencies and programs that can provide assistance in the areas of health or dental health, mental or behavioral health, child growth and

development, basic needs, educational supports, financial literacy training, and/or other supports. The Coordinator will make referrals, and as needed, will also personally make connections for students/families with agency personnel. S/he will collaborate with the district Liaison for Homeless Students, as needed to benefit students.

3. Hiring part-time tutor(s) to work at the shelters where homeless students are staying, or elsewhere as needed, with homeless students. The tutor(s) will assist students in the difficult process of keeping up with classwork when one's living situation is in disarray. Tutor(s) will provide tutoring, and supplemental books and other educational resources to these students. Tutor(s), with the Coordinator, will organize and carry out student field trips that will help homeless students to build some of the background knowledge they lack, but that they need for improved literacy achievement. The grant will also fund participation of homeless students in class/school planned field trips and like events.
4. Providing support for Parent Liaisons from the schools to conduct reading night activities in the city's shelters, and at other locations as may be needed, for homeless students.
5. Providing homeless students with school uniforms, text books, books, book bags, school supplies, educational activity kits for summer or other, and other like items to facilitate student attendance and success at school.
6. Providing transportation, or related supports, to parents/families/caregivers of homeless students to attend school open houses and/or other school functions.
7. Supporting information gathering events/activities at which homeless youth are asked to help identify what additional supports they need so the district can focus support in those areas.
8. Supporting attendance by 2 staff at the national education of homeless students conference.
9. Conducting training for district staff pertaining to identification and support of homeless students. The only grant cost associated with this activity is expected to be the cost of some up-to-date materials related to this training.

**Project Budget**

The budget will total \$40,000 per year, for three years. Each year the State Department of Education requires a 100% match – that's a dollar for dollar match. Linda Riddick-Baron has identified other (entitlement) grant funds (Title I) for services to homeless students that can be used to match this project.

Grant funds will support the part-time coordinator and part-time tutor(s), as well as school supplies, uniforms, or other resources essential to facilitating student success at school. Grant funds will also be used to support all of the activities detailed above. The final budget will be presented to Mr. Guidone for his review and approval prior to submission to CSDE.



## DISPUTE RESOLUTION

MAKING DETERMINATIONS AND RESOLVING DISPUTES REGARDING THE  
EDUCATION OF HOMELESS CHILDREN AND YOUTH

## Waterbury Public Schools Education Policy and Regulation

The school district of residence is responsible to determine the placement which is in the best interest of the child or youth, and shall give consideration to a request made by the parents, the youth, or other representative of the homeless student regarding school selection. If it is not in the best interest of the child to stay in the school of origin, the school district must give to the parent of the homeless student or the unaccompanied youth in writing reasons for not allowing the student to remain in the school of origin. In addition, the appeal process must be clearly explained and defined. The school of origin is the school that the child or youth attended when permanently housed or the school in which the child was last enrolled. The school district of residence is the school district in which the student resided prior to becoming homeless.

Disputes arising between or among the school district of residency; another school district; or the parent, homeless youth, or person in parental relationship to the homeless student regarding the school that the child shall attend or the educational placement of the homeless student shall be resolved through the following procedures unless the child is a child with a disability:

- a. The school district's homeless child education coordinator or liaison shall inform the representative of the homeless student or the unaccompanied youth of their rights to an informal hearing with the school district(s) when a dispute arises about the placement of the homeless student. The coordinator or liaison shall assist the representative to complete a written request for the hearing, which shall be based on a placement that was initiated, or declined to be initiated, by the school district not more than two (2) weeks prior to the request.
- b. The informal hearing shall be scheduled within two (2) days of the written request and shall be convenient to the needs of the representative of the homeless student.
- c. During the hearing, the school district(s) shall discuss considerations that led to the placement decision which may include the ability of the school district to provide continuity in educational programs, the need of the homeless student for special instructional programs, the amount of time and arrangements required to transport the student to the original school district, the age of the homeless student and the school placement of siblings, and the time remaining until the end of the semester or the end of the school year.
- d. In cases where an agreement cannot be reached among all involved parties, either party may request the assistance of the state homeless children education coordinator. Upon written request, the coordinator shall meet with the involved parties to discuss available alternatives and seek to resolve the dispute.
- e. In cases of such a request for the assistance of the state coordinator, the school district of residence shall inform the Connecticut Department of Education and shall provide sufficient information as required.
- f. The placement and services for the homeless student shall be continued pending the resolution of the dispute by the State Department of Education.



**Disputes relating to placement and services of a child with a disability shall be resolved as set forth in the IDEA or Section 504.**

**Dispute Resolution Form  
Homeless Education**

<b>Date Complaint Received:</b>	
<b>Name of District/School of Origin:</b>	<b>School Telephone Number:</b>
<b>School Requested:</b>	
<b>Student's Name:</b>	<b>Student Address:</b>
<b>Parent/Guardian Name</b>	<b>Parent/Guardian Phone Number</b>
<b>Parent/Guardian Address:</b>	
<b>Area of Concern: (include attachments, emails, etc.)</b>	
<b>Resolution:</b>	
<b>Date:</b>	

**No Resolution:**

**Date Sent to SDE Consultant:**

**Supervisor of Grant's Signature**

--

**Waterbury Public Schools (to be completed by SDE, when appropriate)**

<b>Date Sent to SDE Consultant:</b>	
<b>School District's Name:</b>	<b>School Telephone Number:</b>
<b>School of Origin:</b>	
<b>School Requested:</b>	
<b>Student's Name:</b>	
<b>Parent/Guardian Name:</b>	<b>Parent/Guardian Phone Number:</b>
<b>Area of Concern:</b>	
<b>Final Resolution:</b>	

<b>State Education Consultant Signature</b>	<b>Date of Resolution:</b>

## DISPUTE RESOLUTION

MAKING DETERMINATIONS AND RESOLVING DISPUTES REGARDING THE  
EDUCATION OF HOMELESS CHILDREN AND YOUTH

## Waterbury Public Schools Education Policy and Regulation

The school district of residence is responsible to determine the placement which is in the best interest of the child or youth, and shall give consideration to a request made by the parents, the youth, or other representative of the homeless student regarding school selection. If it is not in the best interest of the child to stay in the school of origin, the school district must give to the parent of the homeless student or the unaccompanied youth in writing reasons for not allowing the student to remain in the school of origin. In addition, the appeal process must be clearly explained and defined.

Disputes arising between or among the school district of residency; another school district; or the parent, homeless youth, or person in parental relationship to the homeless student regarding the school that the child shall attend or the educational placement of the homeless student shall be resolved through the following procedures:

- a. The school district's homeless child education coordinator or liaison shall inform the representative of the homeless student or the unaccompanied youth of their rights to an informal hearing with the school district(s) when a dispute arises about the placement of the homeless student. The coordinator or liaison shall assist the representative to complete a written request for the hearing, which shall be based on a placement that was initiated, or declined to be initiated, by the school district not more than two (2) weeks prior to the request.
- b. The informal hearing shall be scheduled within two (2) days of the written request and shall be convenient to the needs of the representative of the homeless student.
- c. During the hearing, the school district(s) shall discuss considerations that led to the placement decision which may include the ability of the school district to provide continuity in educational programs, the need of the homeless student for special instructional programs, the amount of time and arrangements required to transport the student to the original school district, the age of the homeless student and the school placement of siblings, and the time remaining until the end of the semester or the end of the school year.
- d. In cases where an agreement cannot be reached among all involved parties, either party may request the assistance of the state homeless children education coordinator. Upon written request, the coordinator shall meet with the involved parties to discuss available alternatives and seek to resolve the dispute.
- e. In cases of such a request for the assistance of the state coordinator, the school district of residence shall inform the Connecticut Department of Education and shall provide sufficient information as required.
- f. The placement and services for the homeless student shall be continued pending the resolution of the dispute by the State Department of Education.



**Dispute Resolution Form  
Homeless Education**

<b>Date Complaint Received:</b>	
<b>Name of District/School of Origin:</b>	<b>School Telephone Number:</b>
<b>School Requested:</b>	
<b>Student's Name:</b>	<b>Student Address:</b>
<b>Parent/Guardian Name</b>	<b>Parent/Guardian Phone Number</b>
<b>Parent/Guardian Address:</b>	
<b>Area of Concern: (include attachments, emails, etc.)</b>	
<b>Resolution:</b>	
<b>Date:</b>	

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<b>No Resolution:</b>
<b>Date Sent to SDE Consultant:</b>
<b>Supervisor of Grant's Signature</b>

**Waterbury Public Schools (to be completed by SDE, when appropriate)**

<b>Date Sent to SDE Consultant:</b>	
<b>School District's Name:</b>	<b>School Telephone Number:</b>
<b>School of Origin:</b>	
<b>School Requested:</b>	
<b>Student's Name:</b>	
<b>Parent/Guardian Name:</b>	<b>Parent/Guardian Phone Number:</b>
<b>Area of Concern:</b>	
<b>Final Resolution:</b>	
<b>State Education Consultant Signature</b>	<b>Date of Resolution:</b>



**WATERBURY**  
Public Schools  
*Today's Students. Tomorrow's Leaders*

#7a  
distributed

May 28, 2015

#### Summer Programs – Waterbury Public Schools

1. Soar To Success – Elementary Mandated Program
2. Extended School Year - Mandated program for Students with Disabilities
3. Grade 5-6 Transition Program – All Middle Schools
4. Grade 8-9 Transition Program – All High Schools (WPS & Gear UP and Crosby Focus)
5. Summer Self-Sustaining High School Programs
6. Edgenuity On-Line Self Sustaining Program
7. Rotella Summer Program – (Magnet Funds)
8. Maloney Summer Program – (Magnet Funds)

City of Waterbury  
Department of Education Budget Information

#76  
distributed from Mrs. Garry

	Audited Actuals FY12	Audited Actuals FY13	Audited Actuals FY14	FY15 Adopted Budget	FY16 Mayor's Proposed Budget
<b><u>Expenses</u></b>					
<u>General Fund Contribution</u>					
Department of Education	\$155,625,000	\$153,337,424	\$154,746,942	\$155,625,000	\$155,625,000
Subtotal	\$155,625,000	\$153,337,424	\$154,746,942	\$155,625,000	\$155,625,000
<u>Allocation of Benefits</u>					
Transfer to Health Ins. Fund - Actives	\$24,306,166	\$25,853,410	\$25,163,760	\$26,211,856	\$29,562,699
Transfer to Health Ins. Fund - Retirees	\$19,305,789	\$19,316,164	\$21,027,710	\$23,273,636	\$23,220,807
Transfer to Pension Trust Fund - Actives	\$824,656	\$910,002	\$795,168	\$831,096	\$954,047
Transfer to Pension Trust Fund - Retirees	\$13,445,872	\$12,995,304	\$12,844,710	\$12,831,594	\$12,898,607
Transfer to Workers Comp. Fund	\$3,389,275	\$3,209,645	\$3,210,193	\$3,365,499	\$3,349,110
FICA Expenses	\$875,000	\$880,000	\$1,025,000	\$1,066,000	\$1,150,000
Medicare Expenses	\$1,619,345	\$1,825,000	\$1,931,000	\$2,041,000	\$2,103,000
Employer 401a Match - Education	\$25,737	\$30,000	\$28,000	\$19,080	\$22,000
Unemployment Expenses	\$450,000	\$450,000	\$400,000	\$400,000	\$345,000
Life Insurance Expenses	\$284,416	\$340,000	\$462,500	\$540,000	\$450,000
Subtotal	\$64,526,256	\$65,809,525	\$66,888,041	\$70,579,761	\$74,055,270
<u>Other In-Kind Expenses</u>					
Fiscal Services (Finance Accounting, Payroll, A/P)	\$954,321	\$941,728	\$967,367	\$1,017,308	\$999,809
Debt Service (School Construction Projects)	\$2,543,504	\$3,782,285	\$4,586,991	\$4,667,796	\$4,661,553
Insurance Premiums (Property & General Liability Coverage)	\$1,310,209	\$1,189,759	\$1,151,362	\$1,116,900	\$1,020,000
Subtotal	\$4,808,034	\$5,913,772	\$6,705,720	\$6,802,004	\$6,681,362
<b>Total City Expenses on Behalf of Education</b>	<b>\$224,959,290</b>	<b>\$225,060,721</b>	<b>\$228,340,703</b>	<b>\$233,006,765</b>	<b>\$236,361,632</b>

**General Fund Revenue**

State Grants in Aid of Specific Programs

ECS- Education Equalization Grant	\$113,657,730	\$113,606,613	\$113,751,424	\$113,617,182	\$113,617,182
Non-Public School Transportation	\$472,810	\$416,176	\$389,815	\$390,694	\$355,564
Public School Transportation	\$1,121,991	\$993,792	\$1,001,660	\$1,006,929	\$1,137,716
Special Education- Excess Cost & Agency Placements	\$3,515,619	\$2,748,133	\$2,018,630	\$2,500,000	\$2,500,000
Board of Education for the Blind Services Grant	\$96,324	\$70,490	\$0	\$100,000	\$0
Non-Public School Nurse Services	\$592,313	\$327,375	\$354,690	\$355,000	\$355,000
Special Education- Medicaid Grant	\$311,101	\$439,811	\$1,567,268	\$550,000	\$550,000



City of Waterbury  
Department of Education Budget Information

	Audited Actuals FY12	Audited Actuals FY13	Audited Actuals FY14	FY15 Adopted Budget	FY16 Mayor's Proposed Budget
State Grants- Education- Other	\$165,407	\$164,817	\$173,617	\$150,000	\$175,000
Subtotal	\$119,933,295	\$118,767,207	\$119,257,104	\$118,669,805	\$118,690,462
<u>Services and Miscellaneous Income</u>					
Reimbursement from Other Towns	\$508,123	\$427,395	\$327,316	\$650,000	\$650,000
Miscellaneous	\$41,411	\$56,592	\$7,278	\$50,000	\$50,000
Departmental Charges	\$117,456	\$68,825	\$110,367	\$115,000	\$115,000
Subtotal	\$666,990	\$552,812	\$444,961	\$815,000	\$815,000
<b>Total Education Related General Fund Revenue</b>	<b>\$120,600,285</b>	<b>\$119,320,019</b>	<b>\$119,702,065</b>	<b>\$119,484,805</b>	<b>\$119,505,462</b>
<b>Net City Cost on Behalf of Education</b>	<b>\$104,359,005</b>	<b>\$105,740,702</b>	<b>\$108,638,638</b>	<b>\$113,521,960</b>	<b>\$116,856,170</b>
<u>Direct Federal &amp; State Assistance for Education</u>					
ECS- Education Equalization Grant- Alliance Portion	\$0	\$4,395,509	\$11,855,075	\$19,115,441	\$19,115,441
Federal & State Grants	\$47,414,341	\$45,192,605	\$46,159,634	\$50,384,559	\$50,384,559
<b>Total</b>	<b>\$47,414,341</b>	<b>\$49,588,114</b>	<b>\$58,014,709</b>	<b>\$69,500,000</b>	<b>\$69,500,000</b>



**EDUCATION DEPARTMENT**  
**BOE Approved Proposed 2015-2016**  
**Major Account Increase/Decrease**  
**April 1, 2015**

# 76

2015-2016 BOE Approved Budget Request	\$171,426,948
2015-2016 Mayor's Proposed Budget	\$155,625,000
<b>DIFFERENCE</b>	<b>\$15,801,948</b>
Alliance Year 4 (45% Operating)	( <b>\$8,601,948</b> )
City Non-Lapsing Account	( <b>\$500,000</b> )
2014-2015 Contingency Surplus	( <b>\$500,000</b> )
<b>BUDGET INCREASE</b>	<b>\$6,200,000</b>
 <b>CONTRACTUAL SALARY INCREASES</b>	 <b>\$3,202,696</b>
SAW (Step Increase)	\$142,138
WTA (Step Increase)	\$2,692,580
White Collar (Step Increase) estimated	\$112,909
Blue Collar (2.5% Increase) estimated	\$109,157
WMAA (2.5% Increase) estimated	\$115,888
Other (UPSEU, Crossing Guards) estimated	\$13,521
Executive Staff (2.5% Increase)	\$6,218
Other Salary Increases ( SRO)	\$10,285
 <b>NEW ITEMS</b>	 <b>\$1,990,041</b>
WCA (Year 3 Expansion Positions)	\$1,232,053
WCA Transportation ( 3 busses)	\$140,000
WCA Athletic Budget	\$127,837
WCA Instructional Supplies Year 3	\$288,212
Carrington Expansion Grade 8	\$110,000
Wilson Supervising Vice Principal	\$91,939
 <b>SUBSTITUTES/INTERNS</b>	 <b>\$315,000</b>
 <b>LIBRARY PAGES</b>	 <b>(<b>\$140,548</b>)</b>
 <b>CERTIFIED EARLY INCENTIVE</b>	 <b>\$111,386</b>
 <b>PROJECTED RESIGNATIONS/ATTRITION:</b>	
CERTIFIED (total \$1 million)	( <b>\$222,939</b> )
NON-CERTIFIED (total \$163,779)	( <b>\$163,779</b> )
 WTA UNION PRESIDENT - REIMBURSEMENT (3 days/wk)	 <b>(<b>\$55,820</b>)</b>
 BUILDING RENTALS - PALACE THEATRE	 <b>(<b>\$200,000</b>)</b>
 WAMS RESTAFFING - PALACE THEATRE	 <b>(<b>\$50,000</b>)</b>
 INSTRUCTIONAL SUPPLIES	 \$93,296
 PUPIL TRANSPORTATION	 \$1,013,680
 OUT OF DISTRICT TUITION/PURCHASED SERVICE	 \$253,045
 MATTATUCK MUSEUM	 <b>(<b>\$13,500</b>)</b>
 MISCELLANEOUS ITEMS	 \$67,442
 <b>BUDGET INCREASE</b>	 <b>\$6,200,000</b>

**2015 - 2016**  
**BUDGET PLAN**

Approved Board of Education Budget Request on March 15, 2015	\$161,825,000
Mayor Budget Recommendation on April 1, 2015	<u>\$155,625,000</u>
Difference	\$6,200,000

Proposed Adjustments

Palace Theater	\$250,000
Mattatuck Museum	\$13,750
Wtby Career Academy Vice Principal	\$103,000
Adult Education	-\$280,750
Wilson SVP	-\$92,000
Copiers	-\$110,000

<b>Net Budget Gap</b>	<b>\$6,084,000</b>
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**REVENUE**

2015-2016 Alliance 60% vs. 45% Operating	\$2,867,000
2014-2015 Alliance Carryover	\$2,200,000
2014-2015 General Fund Surplus	\$1,100,000
2013-2014 Additional Surplus Remaining	\$175,000
<b>Sub-Total Revenue</b>	<b>\$6,342,000</b>
Summer School from Alliance Carryover	-\$400,000
<b>Total Revenue</b>	<b>\$5,942,000</b>

<b>New Budget Gap</b>	<b>\$142,000</b>
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## Alliance Non-Reform Percentage Increase

Alliance Non-Reform 2015-2016 (60%)	\$11,469,265
Alliance Non-Reform 2014-2015 (45%)	\$8,601,948
Difference	\$2,867,317

### Increase/Decrease from 2014-2015

Director of Teaching Learning/Assessment & Benefits	(\$202,856)
Director of Human Capital - position title reduction	(\$37,904)
Professional Development	(\$212,746)
Teacher Teams-CCSS Alignment	(\$10,000)
Math Supervisor & Benefits (vacant)	(\$144,819)
ELL Teacher & Benefits (1) (vacant)	(\$73,296)
Elementary Tutor reduction (remaining \$385,088)	(\$101,258)
Online Learning Digital Curriculum support (remaining \$50,000)	(\$21,640)
Career Aide (1) & Benefits (moved Crosby Turnaround)	(\$17,753)
Curriculum Writing PD reduction (remaining \$70,000)	(\$40,000)
Pre-K Bussing reduction	(\$97,052)
ELA Curriculum Resources K-8 reduction (remaining \$50,000)	(\$300,000)
Online Learning Digital Curriculum licences reduction (remaining \$76,490)	(\$100,470)
Staff Time & Attendance (defer)	(\$195,907)
District Assessment System reduction (remaining \$50,000)	(\$100,000)
MS Restructuring (one-time)	(\$107,000)
School Psychologist (7) & Benefits (unable to fill)	(\$641,340)
Night School	(\$757,184)
NVCC- WCA Partnership reduction (remaining \$50,000)	(\$10,000)
m-Class 3D Assessment increase	\$50,427
Math Exemplars K-5	\$56,560
Behavior Tech (1) increase with benefits (Wilby)	\$68,068
Hall Monitors (4) (1 WCA, 2 Wilby, 1 Kennedy)	\$65,520
Miscellaneous - Contractual Increases	\$63,333
<b>Total</b>	<b>(\$2,867,317)</b>

CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget

	Expenditures 2013-2014	Budget 2014-2015	Budget 2015-2016	Inc/Dec
Salaries	\$122,279,964	\$132,421,837	\$135,358,884	\$2,937,046
Instructional Expense	\$2,884,880	\$2,739,544	\$2,847,840	\$108,296
Purchased Services Expense	\$20,163,001	\$20,233,089	\$21,449,082	\$1,215,993
Property Expense	\$9,111,171	\$9,740,478	\$9,470,502	(\$269,976)
Miscellaneous Expense	\$309,147	\$292,000	\$310,600	\$18,600
New Items	\$0	\$0	\$1,990,041	\$1,990,041
Alliance Year 2	\$4,742,030			
Gross Budget Proposal	\$159,490,193	\$165,426,948	\$171,426,948	\$6,000,000
Alliance Non Reform Year 3 & 4		(\$8,601,948)	(\$8,601,948)	\$0
City Non Lapsing Account		(\$500,000)	(\$500,000)	\$0
Contingency Surplus		(\$700,000)	(\$500,000)	\$200,000
Net Budget Proposal	\$159,490,193	\$155,625,000	\$161,825,000	\$6,200,000

**CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget**

New Items		Budget 2015-2016
	WCA Expansion Staff Grade 10	\$1,232,053
	WCA Transportation (3 busses)	\$140,000
	WCA Athletic Budget	\$127,837
	WCA Instructional Supplies Year 3	\$288,212
	Carrington Expansion Grade 8	\$110,000
	Wilson Supervising Vice Principal	\$91,939
	<b>Total New Items</b>	<b>\$1,990,041</b>

CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget

	Salaries	Expenditures 2013-2014	Budget 2014-2015	Budget 2015-2016	Inc/Dec
511	Instructional Regular Payroll	\$75,071,828	\$84,652,815	\$86,742,113	\$2,089,298
511	Special Education Payroll	\$30,055,954	\$31,626,816	\$32,178,462	\$551,645
511	Administration Payroll	\$926,375	\$1,070,026	\$1,092,153	\$22,127
511	Fiscal Administration Payroll	\$377,215	\$478,044	\$479,684	\$1,640
511	Operation and Maintenance Payroll	\$7,399,947	\$7,634,269	\$7,752,075	\$117,806
511	Human Resources Payroll	\$183,225	\$272,955	\$303,305	\$30,350
511	Student Transportation Payroll	\$689,884	\$661,482	\$744,945	\$83,463
511	Adult Education Payroll	\$1,238,605	\$1,450,000	\$1,450,000	\$0
511	Operation and Maintenance Overtime	\$1,205,960	\$750,000	\$700,000	(\$50,000)
511	Outside Activities Overtime	\$180,166	\$150,000	\$200,000	\$50,000
511	Administration Overtime	\$79,870	\$40,000	\$40,000	\$0
511	Athletic & Extra Compensatory	\$685,564	\$625,000	\$692,500	\$67,500
511	Extra Police Protection	\$55,618	\$50,000	\$35,000	(\$15,000)
511	Substitute Teacher/Interns Payroll	\$2,911,279	\$2,630,000	\$2,945,000	\$315,000
511	Education Longevity	\$37,850	\$39,300	\$37,850	(\$1,450)
511	Projected Resignations/Attrition Certified		(\$777,061)	(\$1,000,000)	(\$222,939)
511	Projected Resignations/Attrition Non-Certified		\$0	(\$163,779)	(\$163,779)
511	Projected WAMS Restaffing			(\$50,000)	(\$50,000)
511	Certified Early Incentive	\$1,180,623	\$1,068,190	\$1,179,576	\$111,386
	<b>Total Salaries</b>	<b>\$122,279,964</b>	<b>\$132,421,837</b>	<b>\$135,358,884</b>	<b>\$2,937,048</b>

CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget

	Instructional Expense	Expenditures 2013-2014	Budget 2014-2015	Budget 2015-2016	Inc/Dec
561	Instructional Supplies	\$2,033,039	\$1,856,704	\$1,950,000	\$93,296
561	Office Supplies	\$72,260	\$71,840	\$71,840	\$0
561	Emergency/Medical Supplies	\$3,000	\$15,000	\$15,000	\$0
561	Intake Center Supplies	\$987	\$1,000	\$1,000	\$0
561	Recruitment Supplies	\$48,753	\$50,000	\$65,000	\$15,000
561	Medical Supplies	\$18,629	\$20,000	\$20,000	\$0
561	Janitorial Supplies	\$227,241	\$235,000	\$235,000	\$0
561	Buildings & Grounds Supplies	\$334,355	\$345,000	\$345,000	\$0
567	Clothing	\$39,747	\$40,000	\$40,000	\$0
567	Crossing Guard Uniforms	\$2,823	\$2,500	\$2,500	\$0
569	Recreational Supplies	\$15,228	\$20,000	\$20,000	\$0
569	Athletic Supplies	\$88,818	\$82,500	\$82,500	\$0
	Total Instructional Expense	\$2,884,880	\$2,739,544	\$2,847,840	\$108,296



CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget

	Purchased Services Expense	Expenditures 2013-2014	Budget 2014-2015	Budget 2015-2016	Inc/Dec
533	Evaluation and Testing	\$62,758	\$75,000	\$75,000	\$0
533	Consulting	\$322,817	\$319,500	\$309,500	(\$10,000)
533	Auditing	\$52,657	\$52,658	\$54,000	\$1,342
539	Sport Officials	\$29,991	\$30,000	\$35,000	\$5,000
539	Report Cards	\$22,000	\$22,000	\$22,000	\$0
539	Messenger Service	\$29,041	\$34,000	\$34,000	\$0
551	Pupil Transportation	\$10,828,814	\$10,750,000	\$11,763,680	\$1,013,680
553	Postage	\$80,937	\$70,000	\$65,000	(\$5,000)
553	Telephone	\$144,849	\$170,000	\$170,000	\$0
553	Wide-area Network	\$47,068	\$75,000	\$75,000	\$0
556	Out of District Tuition	\$6,101,348	\$6,057,500	\$6,259,225	\$201,725
556	Purchased Services - Outside Special Ed	\$2,283,491	\$2,377,357	\$2,428,677	\$51,320
557	Tuition Reimbursement	\$5,600	\$6,000	\$6,000	\$0
558	Travel Expenses	\$33,532	\$42,000	\$20,000	(\$22,000)
559	Advertising	\$23,573	\$55,074	\$40,000	(\$15,074)
559	Printing & Binding	\$74,525	\$80,000	\$75,000	(\$5,000)
559	Insurance - Athletics	\$20,000	\$17,000	\$17,000	\$0
	Total Purchased Services Expense	\$20,163,001	\$20,233,089	\$21,449,082	\$1,215,993



CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget

	Property Expense	Expenditures 2013-2014	Budget 2014-2015	Budget 2015-2016	Inc/Dec
543	General Repairs & Maintenance	\$1,540,289	\$1,573,800	\$1,573,800	\$0
543	Maintenance - Service Contracts	\$548,553	\$615,000	\$615,000	\$0
544	Building Rental	\$582,300	\$607,778	\$407,778	(\$200,000)
545	Water	\$205,821	\$240,000	\$240,000	\$0
545	Electricity	\$3,002,415	\$3,109,855	\$3,109,855	\$0
545	Inspections - Lead/Asbestos	\$3,844	\$10,000	\$10,000	\$0
545	Security & Safety	\$71,254	\$102,500	\$102,500	\$0
561	Diesel	\$1,123,740	\$1,105,625	\$1,075,649	(\$29,976)
561	Gasoline	\$60,392	\$64,920	\$64,920	\$0
561	Natural Gas	\$1,687,739	\$2,016,000	\$2,016,000	\$0
575	Furniture	\$74,592	\$75,000	\$50,000	(\$25,000)
575	Office Equipment	\$183,965	\$180,000	\$165,000	(\$15,000)
575	Plant Equipment	\$26,267	\$40,000	\$40,000	\$0
	Total Property Expense	\$9,111,171	\$9,740,478	\$9,470,502	(\$269,976)

CITY OF WATERBURY  
BOARD OF EDUCATION  
2015-2016 Proposed Budget

	Miscellaneous Expense	Expenditures 2013-2014	Budget 2014-2015	Budget 2015-2016	Inc/Dec
529	Car & Meal Allowance	\$109,080	\$90,000	\$90,000	\$0
589	Mattatuck Museum	\$13,333	\$13,500	\$0	(\$13,500)
589	Board of Ed Commissioners	\$20,359	\$20,700	\$20,700	\$0
589	Emergency Fund	\$9,272	\$9,300	\$9,400	\$100
589	Mileage	\$28,256	\$28,500	\$33,500	\$5,000
589	Coaches Reimbursements	\$4,894	\$5,000	\$7,000	\$2,000
589	Dues & Publications	\$58,953	\$60,000	\$60,000	\$0
591	Athletic Revolving Fund	\$65,000	\$65,000	\$90,000	\$25,000
	Total Miscellaneous Expense	\$309,147	\$292,000	\$310,600	\$18,600

# WATERBURY PUBLIC SCHOOLS

## Meeting Minutes

Group/Team:	Finance Committee		
Location:	WAMS Media Center	Norms Reviewed:	Yes
Date of Meeting:	May 21, 2015	Start Time:	5:03 pm
Minutes Prepared By:	JOS	Finish Time:	6:22 pm

### Attendance at Meeting

	Name	Position	
1	Jason Van Stone		
2	Liz Brown		
3	Charles Sdango		
4	Karen Harvey		
5	Thomas Van Stone Sr		
6	Cathy Powell		
7	Paul Gaudene		
8	Dr. Juliette		
9	Bryan McEntee		
10	Domen Biolo		
11	Ann Swaeney		
12	Juanita Hernandez		
13	Felix Rodriguez		
14	Kevin Walston		
15			
16			
17			
18			
19			
20			

### Purpose of Meeting – Instructional Focus:

2015/16 Budget Discussion

### Meeting Notes, Decisions, Issues (May include the meeting agenda)

Dr. & Paul go through materials distributed to the comm.

# WATERBURY PUBLIC SCHOOLS

## Meeting Minutes

### Meeting Notes Continued

Cmr Howard offered options to allow for further saving  
 - adult ed  
 - AMC  
 - Comm Network dollars

Cmr Brown: SOD @ Wilson important, worried about Night School, what would a corner SOD do?

Cmr Sweeney: SOD @ Wilson should be considered for reinstatement  
 Reconsider PR + Human Relations

Cmr TUS: Adult ed clar. Rechen, must get city held someone accountable  
 for ed must be passed through district

Cmr McEntee: Question on contingency funds + mil rate impact

Cmr Henry: Cut Mattahunk Museum amount + Palace

Pres Stango: Library Pages should be put back in.

Cmr Hernandez: Every thing we cut is back except Pages?

Cmr Sweeney makes motion to strip Palace Funding + add Pages  
 L7 No Second, motion carries

Motion to adjourn: Howard  
 McEntee - second  
 Allen Raver

### Next Steps (Include action items)

Action	Assigned to	Due Date

### Next Meeting

Date:		Time:		Location:	
Agenda:					

### Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (binders, shared drive, e-mail, website)
- Send Minutes via email to all team members



#8

**BOARD OF EDUCATION**  
**Waterbury, Connecticut**

May 20, 2015

To the Board of Education  
 Waterbury, CT

Ladies and Gentlemen:

With the approval of the Committee on Finance, the Superintendent recommends the following transfer for fiscal year 2014/2015:

<u>DESCRIPTION</u>	<u>Acct Unit</u>	<u>Account</u>	<u>TO</u>	<u>FROM</u>
Special Education – School Psychologists	88510001	511108		(\$250,000)
Special Education – Speech Pathologists	88510001	511110		(\$100,000)
Special Education – ABA Therapists	88510001	511223		(\$150,000)
Special Education – Out of District Tuition	88510001	556055	\$250,000	
Special Education – Purchased Service Outside	88510001	556056	\$250,000	
Transfer needed to cover out of district costs for student as placed by DCF, courts or BOE. Transfer is also needed to cover Special Ed outside services.				
Special Education – Paraprofessionals	88510001	511228		(\$250,000)
Operation & Maintenance – School Maintenance	88031006	511225		(\$175,000)
Operation & Maintenance – Custodians	88031006	511226		(\$100,000)
Fiscal Administration – Fiscal	89010508	511220		(\$75,000)
Administrators	85100005	511101		(\$50,000)
Teachers	80510001	511102		(\$100,000)
Teachers	82110001	511102		(\$75,000)
Teachers	83010001	511102		(\$75,000)
Student Transportation – Pupil Transportation	89510007	551000	\$900,000	
Transfer is need to cover costs of Special Education bussing & Brass City Charter.				
<b>TOTALS</b>			<b>\$1,400,000</b>	<b>(\$1,400,000)</b>

Respectfully submitted,

Dr. Kathleen M. Ouellette  
 Superintendent of Schools

## REQUEST FOR FIELD TRIP

Revised 07/17/13

#9

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

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

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

Date Submitted: 5/1/2015 Name of Travel Agency (if applicable): \_\_\_\_\_

1) Requested by: STEFANIE NICHOLAS Crosby High School 11

Name of Staff Member School Grade level/Subject

2) How many students? 100 54

3) Name of destination: Bronx Zoo

4) City/State of destination: Bronx, NY

5) Departure: Wednesday 6/3/2015 8am

Day Date Time

6) Return: Wednesday 6/3/2015 8am

Day Date Time

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

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

Class Activities

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

Students know biodiversity is the sum total of different kinds of organisms and is affected by alterations of habitats.

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

Do the potential benefits of conservation outweigh ethical concerns regarding animal captivity?

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

To establish a positive team culture, the beliefs, values and norms of behavior.  
To bind the group, so that they get to know each other and begin having a sense of team.

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

Through observation and student reflection.

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

This trip will teach the importance of conservation and environmental awareness. Additionally, it will facilitate teambuilding for the Junior Class.

14) Transportation: Type/name of Approved PUC Carrier

Durham Bus Services – school bus

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

Name	Phone Number	Name	Phone Number
1. Stefanie Nicholas	203.574.8061	4	
2.		5.	
3		6	

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

Teacher(s) as chaperones: Ms. Nicholas, Mr. Schwartz, Mr. Cram

(6)

Aides(s) as chaperones: Verneal Walker

Parent(s) as chaperones: Ms. Trammell, Ms. Gray

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

Student payment

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

\$15 - \$35

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

20) What is the approximate cost all chaperones?

none

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

Teacher	Subject/Grade	Teacher	Subject/Grade
1. Ms. Nicholas	English 10/12	4.	
2. Mr. Schwartz	Science 11	5.	
3.		6.	

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

Yes ☒ No ☐

Shelley Ireland  
Signature of School Nurse

5-12-15  
Date

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

Is this field trip recommended? Yes ☒ No ☐

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

Jodi L. Hapic  
Signature of School Principal

5-12-15  
Date

### CENTRAL OFFICE RESPONSE

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

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

AM Sullivan  
Signature of Superintendent/Designee/ILD

5-15-15  
Date

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

\_\_\_\_\_  
Signature of BOE/Designee

\_\_\_\_\_  
Date

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



**REQUEST FOR FIELD TRIP**

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

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

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

Date Submitted: 04 MAY 2015 Name of Travel Agency (if applicable): \_\_\_\_\_

1) Requested by: LTC JEFFREY T. ADAMS CROSBY 09-12 / JROTC  
 Name of Staff Member School Grade level/Subject

2) How many students? 45

3) Name of destination: SIX FLAGS, 1623 MAIN ST.

4) City/State of destination: AGAWAM, MA

5) Departure: 05 JUNE, 2015 08:30 A.M.  
 Day Date Time

6) Return: 05 JUNE, 2015 5:30 P.M.  
 Day Date Time

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

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

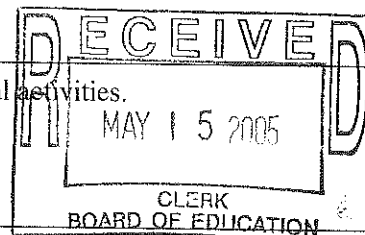
THIS IS A REWARD FIELD TRIP FOR JROTC CADETS THAT WE HOLD ANNUALLY FOR EXCELLENT PERFORMANCE. WE HOLD THIS TRIP ON SPECIAL DISCOUNT RATE SCHOOL DAYS.

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

To provide a safe, healthy and fun training environment that is both physically and mentally challenging.  
 To provide activities not normally available in school.  
 Enable students to participate in citizenship-building exercises.

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

How to interact with peers, build leadership skills, and have fun in available recreational activities.



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

Leadership, followership, teamwork, and problem solving.

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

To provide hands-on training designed to develop leadership, discipline, teamwork and self-confidence.

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

To give students the opportunity to experience living and interacting with their peers in a fun setting.  
Reward for students placing in the top third nationwide on our JROTC Program Accreditation Inspection.

14) Transportation: Type/name of Approved PUC Carrier

Durham Bus

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

Name	Phone Number	Name	Phone Number
1. LTC JEFFREY ADAMS	413-519-2392	4	
2. SFC HENRY ROWLAND	203-232-6152	5.	
3		6	

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

Teacher(s) as chaperones: LTC Jeffrey Adams,

Aides(s) as chaperones:

Parent(s) as chaperones: Beatrice Rowland, Naomi Pitts, Brian Adams, Jacinda Kwaters

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

Student pays for cost of admission and/or lunch buffet. Additional funds are recommend for games or food purchased at park.

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

\$40 per student. Includes \$28 for admission and \$12 for (optional) lunch buffet.

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

20) What is the approximate cost all chaperones?

No charge for chaperones. LTC Adams will pay for his own admission and meals.

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

Teacher	Subject/Grade	Teacher	Subject/Grade
1. LTC Adams/SFC Rowland	JROTC / Grade 9-12	4.	
2.		5.	
3.		6.	

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

Yes ☒ No ☐

Shelley Ireland  
Signature of School Nurse

5-6-15  
Date

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

Is this field trip recommended? Yes ☒ No ☐

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

Jade L. Gopie  
Signature of School Principal

5-6-15  
Date

#### CENTRAL OFFICE RESPONSE

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

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

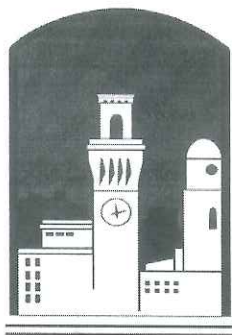
AM Miller  
Signature of Superintendent/Designee/ILD

5-15-15  
Date

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

\_\_\_\_\_  
Signature of BOE/Designee

\_\_\_\_\_  
Date



# WATERBURY Public Schools

*Today's Students, Tomorrow's Leaders*

#10a  
added

CENTRAL OFFICE: RECEIVED STAMP/INITIALED

MAY 22 2015

BY: \_\_\_\_\_

## FIELD TRIP REQUEST FAX/EMAIL COVER SHEET

School Name:	<u>Crosby High School</u>
Your Name:	<u>Paula De Santis</u>
Today's Date:	<u>May 11, 2015</u>
Date/s of Field Trip	<u>June 5, 2015</u>
In State <input type="checkbox"/> Out of State <input checked="" type="checkbox"/>	
Number of students	<u>156</u>
Number of chaperones	<u>(16) * 16</u> <i>need 6 more chaperones</i>
Nurse's Signature: <input type="checkbox"/>	
Principal's Signature: <input type="checkbox"/>	
Number of Pages Attached:	<u>4</u>

## REQUEST FOR FIELD TRIP

Revised 07/17/13

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

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

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

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

Date Submitted: 5/11/2015 Name of Travel Agency (if applicable): Durham Transit

1) Requested by: Paula De Santis Crosby High School 12th  
Name of Staff Member School Grade level/Subject

2) How many students? 155

3) Name of destination: Six Flags

4) City/State of destination: Agawam, MA

5) Departure: Friday June 5, 2015 4:00pm  
Day Date Time

6) Return: Saturday June 6, 2015 1:30am  
Day Date Time

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

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

**PE, Math & Science**

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

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

**How can you apply the concepts of energy, kinematic equations, centrifical force and Newton's Laws of motion to various rides.**

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

**The application of Physics concepts to the operation & performance of the rides.**

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

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

**This trip will help students demonstrate and rationalize how the Physics concepts apply through real world application.**

14) Transportation: Type/name of Approved PUC Carrier

**Durham Transit**

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

Name	Phone Number	Name	Phone Number
1. Paula De Santis	203 558-2111	4	
2. Janet Wilson	203 521-4081	5.	
3		6	

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

Teacher(s) as chaperones: **P. DeSantis, J. Wilson, S. Kilpatrick, E. LaTronica, T. Gionfrido-Matthews, K. Donohue, M. Nolan, C. Sullivan, J. Meheel, Emory Lewis, Ms. Jackson, I. Caplan**

Aides(s) as chaperones:  
**Christine Hill**

Parent(s) as chaperones:  
**Sonia Riddick Stenhanie Maosi Tasha Rest Crystal Aslund**

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

**Student Funded and Fundraisers**

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

**\$60**

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

20) What is the approximate cost all chaperones?

\$234

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

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

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

Yes ☒ No ☐

Shelley Ireland  
Signature of School Nurse

5-15-15  
Date

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

Is this field trip recommended? Yes ☒ No ☐

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

Jade L. Gopei  
Signature of School Principal

5-21-15  
Date

#### CENTRAL OFFICE RESPONSE

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

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

M. Callahan  
Signature of Superintendent/Designee/ILD

5-29-15  
Date

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

\_\_\_\_\_  
Signature of BOE/Designee

\_\_\_\_\_  
Date

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



#11

# COMMITTEE ON SCHOOL FACILITIES & GROUNDS

**WORKSHOP:** Thurs., May 28, 2015 (Wallace Middle School)  
**BOARD MEETING:** Thurs., June 4, 2015

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:

<b>GROUP</b>	<b>FACILITIES AND DATES/TIMES</b>
R. Augelli	Washington café: Tues., June 16th 6:00-8:00pm (Gr. 4 & Gr. 5 school dance)
WDC	Kennedy café: Tues., June 23rd 6:00-7:00pm (Public Hearing)
Andrew Martielli	Crosby café: Tues., June 30th 6:00-7:00pm (Public Hearing)
K. Yamashita-Iverson	Maloney Rm.109: Wed., June 10th 5:30-6:30pm (meeting for Japan trip/2016)
Human Resources	Maloney café: Tues., June 9th 4:00-8:30pm (SVP Exam)
M.A. Bunnell	Maloney café: Wed., June 10th 4:00-8:30pm (TVP Exam)

Approved:

\_\_\_\_\_  
 Felix M. Rodriguez

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



SCHOOL PERSONNEL USE ONLY

MAY 19 2015

DATE: May 19, 2015TO: SCHOOL BUSINESS OFFICEFROM: WASHINGTON SCHOOL

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

NAME OF SCHOOL REQUESTED: Washington☐ Auditorium☐ Gymnasium☐ Swimming Pool☒ Cafeteria/RoomsDATES REQUESTED: June 16, 2015FROM: 6:00 p.m. am/pmTO: 8:00 p.m. am/pmFOR THE FOLLOWING PURPOSES:Gr. 4 and Gr. 5 School DanceRoxanne Augelli  
APPLICANT

Roxanne Augelli, Principal

.....

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

# SCHOOL PERSONNEL USE ONLY

MAY 22 2015

DATE: 5-22-15

TO: SCHOOL BUSINESS OFFICE

FROM: WDC

Andrew Martelli

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

NAME OF SCHOOL REQUESTED: Kennedy

☐ Auditorium

☐ Gymnasium

☐ Swimming Pool

☒ Café/Rooms

DATES REQUESTED: Tuesday, June 23, 2015

FROM: 6:00 am/pm

TO: 7:00 am/pm

FOR THE FOLLOWING PURPOSES:

Public Hearing

A. M.

APPLICANT

Sam

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

MAY 22 2015

# SCHOOL PERSONNEL USE ONLY

DATE: 5-22-15

TO: SCHOOL BUSINESS OFFICE

FROM: WDC  
Andrew MacTelli

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

NAME OF SCHOOL REQUESTED: CROSBY

☐ Auditorium    ☐ Gymnasium    ☐ Swimming Pool    ☒ Cafe/Rooms

DATES REQUESTED: Tuesday, June 30<sup>th</sup>

FROM: 6:00 am/pm    TO: 2:00 am/pm

FOR THE FOLLOWING PURPOSES:

Public Hearing

\_\_\_\_\_

\_\_\_\_\_

AM  
APPLICANT SM

\*\*\*\*\*  
Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

SCHOOL PERSONNEL USE ONLYDATE: 5/21/2015

TO: SCHOOL BUSINESS OFFICE

FROM: Maloney, Kazumi Yamashita-Iverson

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

NAME OF SCHOOL REQUESTED: Maloney

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Cafeteria/Rooms  
Room 109

DATES REQUESTED: 6/10/2015FROM: 5:30 am/pm TO: 6:30 am/pmFOR THE FOLLOWING PURPOSES:To have a meeting for the Japan Trip 2016.

Kazumi Y. Iverson  
APPLICANT

\*\*\*\*\*

Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified. These arrangements *must* be made in person at the police and fire headquarters.

MAY 22 2015

SCHOOL PERSONNEL USE ONLY

DATE: May 22, 2015

TO: SCHOOL BUSINESS OFFICE

FROM: Mary Ann Bunneff  
Civil Service Office  
Human Resources - 203-5746761

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

NAME OF SCHOOL REQUESTED: Maloney

☐ Auditorium    ☐ Gymnasium    ☐ Swimming Pool    ☒ Café/Rooms

DATES REQUESTED: June 9 and June 10, 2015

FROM: 4:00 am/pm pm TO: 8:30 am/pm pm

FOR THE FOLLOWING PURPOSES:

June 9 - Supervising Vice Principal Exam #1118  
June 10 - Teaching Vice Principal Exams  
1119, 1120, 1121, 1122, 1123, 1124, 1125, 1126, 1127, 1128,  
1129, 1130

Mary Ann Bunneff  
APPLICANT

\*\*\*\*\*  
Please note the following provisions:

When the public is invited to an activity, police and fire departments must be notified.  
These arrangements *must* be made in person at the police and fire headquarters.

#12

# COMMITTEE ON SCHOOL FACILITIES & GROUNDS

**WORKSHOP:** Thurs., May 28, 2015 (Wallace Middle School)  
**BOARD MEETING:** Thurs., June 4, 2015

**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.

<u>GROUP</u>	<u>FACILITIES AND DATES/TIMES</u>
Taft Pointe Condo Assoc.	WSMS rm. or café: Thurs., June 11th and Mon., June 22nd
K. Smith	6:00-9:00pm (association meetings)

## REQUESTING WAIVERS:

<u>GROUPS NOT SUBJECT TO FEES OR WAIVER DUE TO TIME OF USE OR PREVIOUS WAIVER:</u>			
Kingdom 1st Church	Walsh gym: Mon., June 1st	4:00-7:00pm	
Erika Cooper	(childrens talent show)		
Hoops 4 Life	Reed gym: 2-3 days per wk.	July 6 thru Aug. 19	4:00-7:00pm
Deneen Fryer	WSMS gym: 2-3 days per wk.	July 7 thru Aug. 19	4:00-8:00pm
	Wilby gym: 2-3 days per wk.	July 7 thru Aug. 13	4:00-8:00pm
Wtby. Knights Cheerleading	Kingsbury gym: Mon.-Fri.	8/24/15-12/15/15	5:45-8:00pm
S. Clements	Driggs gym: Mon.-Fri.	8/24/15-12/15/15	5:45-8:00pm
	Bucks Hill gym: Mon.-Fri.	8/24/15-12/15/15	5:45-8:00pm

**MONIES COLLECTED TO DATE:**

**\$ 89,574.00**

**Approved:**

\_\_\_\_\_  
**Felix M. Rodriguez**

\_\_\_\_\_  
**Kathleen M. Ouellette, Ed. D.**  
**Superintendent of Schools**

**These activities are completed and have been billed:**

Nationals, Inc.  
Sacred Heart H.S.  
First Oronoke Condo Assoc.

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 13 2015

APPLICANT Taft Pointe Condominium NAME OF ORGANIZATION Taft Pointe Condominium

ADDRESS Taft Pointe Waterbury CT 06708 TELEPHONE # (860) 259 1040  
(street) (city) (state) (zip code)

SCHOOL REQUESTED West Side DATES 6/11/15 + 6/22/15 ROOM(S) Cafe or Rm.

OPENING TIME 6:00pm CLOSING TIME 9:00pm PURPOSE Association Meeting

ADMISSION (if any) \$0 CHARGE TO BE DEVOTED TO \_\_\_\_\_

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 30 CHILDREN 0

SIGNATURE OF APPLICANT Karina Smith DATE 5/11/15

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: Karina Smith - Manager

PO 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. (RS) (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \$42/HR plus 1 HR service

RENTAL FEES: \$10/HR.

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ 500. INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE

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

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



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

CONTRACT#

MAY 20 2015

APPLICANT Erika Cooper NAME OF ORGANIZATION Kingdom 1st  
ADDRESS 42 Ives St Waterbury CT 06704 TELEPHONE # 203-419-8397  
(street) (city) (state) (zip code)

SCHOOL REQUESTED Walsh DATES 6/1/15 ROOM(S) Cxm

OPENING TIME 4:00 CLOSING TIME 7:00pm PURPOSE Kids Talent Show

ADMISSION (if any) \_\_\_\_\_ CHARGE TO BE DEVOTED TO \_\_\_\_\_

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 50 CHILDREN 100

SIGNATURE OF APPLICANT Erika Cooper DATE 6/1/15

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

Erika Cooper 203-419-8397

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. EC (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE Yes YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE \_\_\_\_\_

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

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

CONTRACT#

APPLICANT Deneen Fryer NAME OF ORGANIZATION Hoops4Life, Inc New Opportunities  
ADDRESS 232 N. Elm St (street) Waterbury (city) CT (state) 06702 (zip code) TELEPHONE # 203 232-4578  
203 574-9799  
SCHOOL REQUESTED Washington Reed DATES July 6 - Aug 19 ROOM(S) Gym  
OPENING TIME 4:00pm CLOSING TIME 8:00pm PURPOSE Basketball games  
ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 45 CHILDREN 80  
SIGNATURE OF APPLICANT Deneen Fryer DATE 5/12/15

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

Deneen Fryer / Darryl Parker (203) 232-4578 - Darryl (203) 525-6073

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_

INSURANCE COVERAGE

YES

NO

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE \_\_\_\_\_

SCHOOL BUSINESS OFFICE

SCHOOL/ROOMS REQUESTED: Jonathon Reed School (Gym)

DATE(S): July 6, 7, 8, 9

DATE(S): July 13, 14, 15, 16

DATE(S): July 20, 21, 22, 23

DATE(S): July 28, 29

DATE(S): Aug 4, 5, 11, 12, 18, 19

DATE(S): \_\_\_\_\_

TIMES: ~~4:50p - 9pm~~ 4-2pm

TIMES: ~~4:50p - 9pm~~

TIMES: ~~4:50p - 9pm~~

TIMES: ~~4:50p - 9pm~~

TIMES: ~~4:50p - 9pm~~

TIMES: ~~4:50p - 9pm~~

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#

APPLICANT Deneen Fryer NAME OF ORGANIZATION Hoops4Life, Inc (New Opportunities Inc)  
ADDRESS 232 N. Elm St Waterbury CT 06702 TELEPHONE # 203 232-4578  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Wot Side DATES July 6 - Aug 19 ROOM(S) Gym  
OPENING TIME 4:45 pm CLOSING TIME 8:00 pm PURPOSE Basketball games  
ADMISSION (if any) N/A CHARGE TO BE DEVOTED TO N/A  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 45 CHILDREN 80  
SIGNATURE OF APPLICANT Deneen Fryer DATE 5/12/15  
PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:  
Deneen Fryer / Darryl Parker (203) 232-4578 - Darryl (203) 525-6073  
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. BF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_  
RENTAL FEES: \_\_\_\_\_  
MISCELLANEOUS FEES: \_\_\_\_\_  
SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

APPLICATION MUST BE RECEIVED AT LEAST THREE (3) WEEKS PRIOR TO THE ACTIVITY.  
A COPY OF YOUR INSURANCE MUST ACCOMPANY YOUR APPLICATION (IF APPLICABLE)  
IF SCHOOL IS CANCELLED FOR SNOW OR ANY OTHER REASON - ALL ACTIVITIES ARE CANCELLED ALSO.  
THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.  
CANCELLATIONS MUST BE MADE AT LEAST 48 HOURS IN ADVANCE OR YOU WILL BE CHARGED.  
POLICE AND FIRE PROTECTION MUST BE ARRANGED AND/OR CANCELLED BY THE RENTER. PLEASE CALL EACH  
DEPARTMENT FOR INFORMATION. POLICE DEPT. 574-6963 FIRE DEPT. 597-3452  
CALL THE SCHOOL CUSTODIAN AT LEAST ONE WEEK PRIOR TO YOUR ACTIVITY FOR ANY ARRANGEMENTS RE:  
PA SYSTEM, LIGHTING, ETC. (FOR WHICH THERE WILL BE AN EXTRA CHARGE).  
KITCHEN FACILITIES CAN NOT BE USED BY GROUPS WITHOUT SUPERVISION - PLEASE CALL THE FOOD SERVICE  
DEPT. AT 574-8210 TO ARRANGE FOR A FOOD SERVICE PERSON (FOR WHICH THERE WILL BE AN EXTRA CHARGE)  
PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.  
IT IS AGREED THAT REGULATIONS ADOPTED BY THE BOARD OF EDUCATION FOR USE OF SCHOOL BUILDINGS  
WILL BE RIGIDLY ENFORCED.

APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE \_\_\_\_\_

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

SCHOOL/ROOMS REQUESTED: Westside High School (Gym)

DATE(S): July 7, 8, 14, 15

TIMES: 4:00 - 8 pm

DATE(S): July 21, 22, 23

TIMES: 11 11

DATE(S): July 28, 29

TIMES: 11 11

DATE(S): Aug 4, 5, 6, 11, 12, 13

TIMES: 11 11

DATE(S): Aug 18, 19

TIMES: 11 11

DATE(S): \_\_\_\_\_

TIMES: 11 11

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#

APPLICANT Doreen Fryer NAME OF ORGANIZATION Hoops4Life, Inc (New oppor Ind)  
ADDRESS 232 N. Elm St (street) Waterbury (city) CT (state) 06702 (zip code) TELEPHONE # 203 232-4578  
SCHOOL REQUESTED WILBY DATES 6/6/15 - 6/13/15 ROOM(S) 6 gym  
OPENING TIME 4:00 PM CLOSING TIME 9:00 PM PURPOSE Basketball games  
ADMISSION (if any) None CHARGE TO BE DEVOTED TO None  
APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 45 CHILDREN 80  
SIGNATURE OF APPLICANT Doreen Fryer DATE 5/12/15

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

Doreen Fryer / Darryl Parker (203) 232-4578 • Darryl (203) 525-6073

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. DF (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_

INSURANCE COVERAGE

YES \_\_\_\_\_ NO \_\_\_\_\_

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE \_\_\_\_\_

SCHOOL BUSINESS OFFICE

SCHOOL/ROOMS REQUESTED:

~~C. L. Wilby~~ Wilby Gym

DATE(S): July 7, 8, 14, 15, 16

TIMES: 4-8

DATE(S): July 20, 21, 22, 23,

TIMES:

DATE(S): July 28, 29

TIMES:

DATE(S): Aug 4, 5, 11, 12, 13

TIMES:

DATE(S):

TIMES:

DATE(S):

TIMES: 7

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#

APPLICANT Shengquiya Clements NAME OF ORGANIZATION Waterbury Knights  
ADDRESS 124 Washington St Wthby CT 06706 TELEPHONE # 203-819-3766  
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kingsbury DATES 8/24-12/15 (M-F) ROOM(S) Gym

OPENING TIME 5:45 CLOSING TIME 8pm PURPOSE Cheerleading (M-F)

ADMISSION (if any) d CHARGE TO BE DEVOTED TO \_\_\_\_\_

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 5 CHILDREN 50

SIGNATURE OF APPLICANT Shengquiya Clements DATE 02/17/2015

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

Shengquiya Clements 124 Washington St 203-819-3766

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. SC (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE

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



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#

APPLICANT Shengquaya Clements NAME OF ORGANIZATION Little Knights  
ADDRESS 129 Washington St Waterbury, CT 06706 TELEPHONE # 203-819-3766  
(street) (city) (state) (zip code)  
SCHOOL REQUESTED Driggs DATES 8/24-12/15 ROOM(S) Gym  
OPENING TIME 5:45 CLOSING TIME 8pm PURPOSE Cheerleading Practice (M-F)  
ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO \_\_\_\_\_

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 5 CHILDREN 50

SIGNATURE OF APPLICANT Shengquaya Clements DATE 07/17/2015

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

Shengquaya Clements 129 Washington St 203-819-3766

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. SC (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE YES NO

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APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE

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62013-16  
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#

APPLICANT Shengquaya Clements NAME OF ORGANIZATION Waterbury Knights  
ADDRESS 129 Washington St Waterbury CT 06706 TELEPHONE # 203-819-3766  
(street) (city) (state) (zip code)

SCHOOL REQUESTED Bucks Hill DATES 8/24-12/15 ROOM(S) Gym

OPENING TIME 5:45p CLOSING TIME 8:00p PURPOSE Cheerleading Practice (M-F)

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO \_\_\_\_\_

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 5 CHILDREN 50

SIGNATURE OF APPLICANT Shengquaya Clements DATE 2/17/2015

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

Shengquaya Clements 129 Washington St 203-819-3766

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SCHEDULE OF RATES: CUSTODIAL FEES: \_\_\_\_\_

RENTAL FEES: \_\_\_\_\_

MISCELLANEOUS FEES: \_\_\_\_\_

SECURITY DEPOSIT \$ \_\_\_\_\_ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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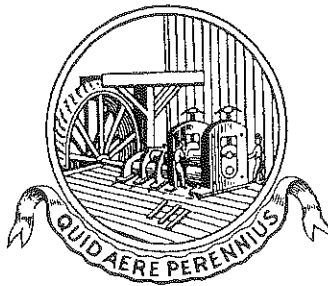
APPROVAL DATE \_\_\_\_\_ SCHOOL BUSINESS OFFICE

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# Communications



Packet week ending: 5/26/15



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury  
Connecticut

*Department of Human Resources*  
Office of the Civil Service Commission  
May 20, 2015

Michael Jones  
12 City Hill Court  
Naugatuck, CT 06770

Dear Mr. Jones:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education – Food Service for the position of Food Service Site Coordinator (Req. #13-25;HRIS #201456) at \$15.40 per hour. Please contact Linda Franzese, Food Service Director at (203) 574-8035 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, May 28, 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 May 29, 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  
Linda Franzese, Food Service Director  
Dr. Ouellette, Supt. of Schools



AMERICAN  
ARBITRATION  
ASSOCIATION

INTERNATIONAL CENTRE  
FOR DISPUTE RESOLUTION

Ann Lesser  
Vice President  
One Center Plaza, Suite 300  
Boston, MA 02108  
Telephone: (617)451-6600  
Fax: (617)451-0763

May 26, 2015

John M. Gesmonde, Esq.  
Gesmonde Pietrosimone & Sgrignari, LLC  
3127 Whitney Avenue  
Hamden, CT 06518-2344  
Via Email to: jgesmonde@gpsp.com

Richard Mills, Esq.  
Shipman & Goodwin, LLP  
1 Constitution Plaza  
Hartford, CT 06103-1919  
Via Email to: rmills@goodwin.com

Case Number: 12-20-1400-0077  
The School Administrators of Waterbury  
-and-  
Waterbury Board of Education  
Grievance: Erik Brown

Dear Parties:

This will confirm the arrangements made at the hearing held on May 21, 2015 in the above-captioned matter. Briefs are due to the Association, on or before July 15, 2015. Upon receipt the Association will forward the briefs to the Arbitrator. The briefs will be exchanged by the AAA.

Reply Briefs are due on or before July 22, 2015. Upon receipt the Association will forward the reply briefs to the Arbitrator. The reply briefs will be exchanged by the AAA.

Please feel free to file and exchange briefs via electronic mail. Your e-mailed brief is considered sufficient for filing by the AAA and therefore a hard copy (via fax or first class mail) is not needed.

Thank you for your attention to this matter.

Very truly yours,

Molly A Brown  
Case Administrator  
Direct Dial: (617)695-6016  
Email: brownm@adr.org

cc: Leslie A. Williamson Jr., Esq.  
Carrie A. Swain