*Waterbury Board of Education*

THE CITY OF WATERBURY 236 Grand Street ~ Waterbury, CT 06702 203-574-8009

# M E M O R A N D U M

**FROM:** Carrie A. Swain, Clerk
Board of Education

**DATE:** October 1, 2024

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

**SUBJECT:** Notice of Workshop/Committee Meetings, October 3, 2024, Chase School

The Committees of the Board of Education will meet on Thursday, October 3, 2024, 5:30 p.m., Chase School, Gymnasium, 40 Woodtick Road, Waterbury, Connecticut.

*This meeting will be broadcasted live on the City of Waterbury's Government Access Channel (Comcast 96, Frontier 6096) and streamed live on YouTube at https://youtu.be/9IquOuX-oXA.*

## A G E N D A

**SILENT PRAYER**

**PLEDGE ALLEGIANCE TO THE FLAG**

**PUBLIC SPEAKING**

**PRINCIPAL'S REPORT –** Lori Eldridge

1. *Committee of the Whole/10 minutes* ~ Update: Waterbury Bridge to Success BOOST Program – A. Brooks, J. Gopie.

2. *Committee of the Whole/5 minutes* ~ Request approval of the Board of Education's 2025 Meeting Schedule.

3. *Committee on Finance/5 minutes:* FYI - ARP/ESSER Update – D. Biolo.

4. *Committee on Finance/5 minutes:* Request approval of FY 2025 Alliance and Priority Schools grant – D. Biolo.

5. *Committee on Finance/2 minutes* ~ Request approval of the 2024-2026 Consolidated Two-Year Federal Grant Application – L. Riddick-Barron.

6. *Committee on Finance/5 minutes* ~ Request approval of a Professional Services Agreement with The Mattatuck Historical Society to provide Museum Tours and Education – N. Albini.

7 *Committee on Building & School Facilities/2 minutes* ~ Use of school facilities by school organizations and/or City departments – N. Albini.

8. *Committee on Building & School Facilities/2 minutes* ~ Use of school facilities by outside organizations and/or waiver requests – N. Albini.

9. *Interim Superintendent's Update* ~ Dr. Schwartz
   a) Human Resources Staffing Report – J. Mendoza, et al.

10. *Interim Superintendent's Notification to the Board/5 minutes:*

a. Athletic appointments:

| *Name* | *Position* | *Location* | *Effective* |
|---|---|---|---|
| Desjardins, Jake | Assistant Football Coach | Kennedy | 09/16/24 |
| Tyson, Quintin | Assistant Football Coach | Crosby | 08/28/24 |

b. Grant funded appointments:

| *Name* | *Position/ Location* | *FT/ PT* | *Rate* | *Union* | *Funding Source* | *Effective* |
|---|---|---|---|---|---|---|
| Anchini, Anne | Tutor (Non-Cert.) Catholic Academy | PT | $25/hr | NONBOE | IDEA 611 Public 24-26 | 09/05/24 |
| Barbieri, Melanie | Classroom Asst. Sprague | FT | $15.76/hr | UPSEU 68 | SR Priority 24-25 | 09/26/24 |
| Bourque, Carolyn | Tutor (Certified) Maloney | PT | $35/hr | NONBOE | ID Magnet Maloney 24-25 | 09/26/24 |
| Dorville Guzman, Madoly | Classroom Asst. Sprague | FT | $15.76/hr | UPSEU 68 | SR Priority 24-25 | 10/03/24 |
| Hussain, Nafeeza | Classroom Asst. Wendell Cross | FT | $21.96/hr | UPSEU 68 | Title I-DW 24-26 | 09/19/24 |
| Jorgensen, Vickie | Tutor (Non-Cert.) Duggan | PT | $25/hr | NONBOE | Title I-A 23-25 | 09/12/24 |
| Khan, Muhammad | Network Spec. I (12 month) Adult Education | FT | $22.67/hr | UPSEU 69 | Adult Ed Provider 24-25 | 09/12/24 |
| Lawson, Janice | Tutor Maloney | PT | $35/hr | NONBOE | ID Magnet Maloney 24-25 | 09/26/24 |
| Mallory II, Michael | Tutor (Non-Cert.) Holy Cross | PT | $25/hr | NONBOE | Title I-A 23-25 | 09/19/24 |
| Pierre-Paul, Ricardo | Network Spec. I (10 month) Maloney | FT | $22.67/hr | UPSEU 69 | ID Magnet Maloney 24-25 | 09/19/24 |
| Santiago, Carlamary | Classroom Asst. Maloney | FT | $21.96/hr | UPSEU 68 | Title I-DW 24-26 | 09/19/24 |
| Silva, Angela | Classroom Asst. Rotella | FT | $15.76/hr | UPSEU 68 | ID Magnet Rotella 24-25 | 09/19/24 |
| Templeton, Alexus | Classroom Asst. Carrington | FT | $15.76/hr | UPSEU 68 | SR Priority 24-25 | 09/12/24 |

c. 21st Century and SDE After School Program Appointments effective immediately:

| *BUNKER HILL* | | | |
|---|---|---|---|
| 21st Century | Administrator | Fleming | Sonya |
| 21st Century | Administrator | Dunn | Brittany |
| 21st Century | Teacher | Buinauskas | Marci |
| 21st Century | Teacher | Colavolpe | Matti |
| 21st Century | Teacher | DeSena | Deanna |
| 21st Century | Teacher | Mahan | Eileen |
| 21st Century | Teacher | McCarthy | Monica |
| 21st Century | Teacher | Rosado | Jeffrey |
| 21st Century | Teacher | Savarese | Catherine |
| *CHASE* | | | |
| 21st Century | Administrator | Calabrese | Melissa |
| 21st Century | Administrator | Hernandez | Ivan |
| 21st Century | Teacher | Cianfagna | Traci |
| 21st Century | Teacher | Crane | Stephanie |
| 21st Century | Teacher | McCue | Erin |
| 21st Century | Teacher | McKenna | Eibhilin |
| 21st Century | Teacher | Nealy | Lashonda |

| | | | |
|---|---|---|---|
| 21st Century | Rec Specialist | Santiago | Jennifer |
| | *DRIGGS* | | |
| 21st Century | Administrator | Rijos | Carmen |
| 21st Century | Teacher | Abarzua | Lauren |
| 21st Century | Teacher | Edwards | Cara |
| 21st Century | Teacher | Jaeger | Sarah |
| 21st Century | Teacher | Matsuyama | Hailey |
| 21st Century | Teacher | Modeen | Brianne |
| 21st Century | Teacher | Parenteau | Lauren |
| 21st Century | Teacher | Riley | Maryssa |
| 21st Century | Teacher | Rodrigues | Nicole |
| 21st Century | Teacher | Williams Iverson | Verretta |
| | *HOPEVILLE* | | |
| SDE | Administrator | Azar Billini | Maria Alicia |
| SDE | Administrator | Crespo | Julissa |
| SDE | Administrator | Smith | Richard |
| SDE | Teacher | Guerrera | Christine |
| SDE | Teacher | Mancini | Mark |
| SDE | Teacher | Mastrianni | Jason |
| SDE | Teacher | Parisi | Melissa |
| SDE | Teacher | Paternostro | Gina |
| | *NORTH END* | | |
| SDE | Administrator | Goggins | Coleen |
| SDE | Administrator | Casceillo | Jennifer |
| SDE | Teacher | Goff | Colleen |
| SDE | Teacher | Guerrera | Rocco |
| SDE | Teacher | Hyland | Melissa |
| SDE | Teacher | Katrenya | Wesley |
| SDE | Teacher | Lovell | Thomas |
| | *WEST SIDE MIDDLE* | | |
| 21st Century | Administrator | Acevedo | Paul |
| 21st Century | Administrator | Ferrucci | Kathleen |
| 21st Century | Administrator | Soares | Elenice |
| 21st Century | Administrator | Toma | Brenda |
| 21st Century | Teacher | Acevedo | Paul |
| 21st Century | Teacher | Kalach | Kevin |
| 21st Century | Teacher | LaChance | Mark |
| 21st Century | Teacher | Linskey | Tara |
| 21st Century | Teacher | Scursso | Laurie |
| 21st Century | Teacher | Wengertsman | Emily |
| 21st Century | Rec Specialist | Torres | Andrea |

d. Extended School Hour (ESH) Appointments effective immediately:

| *School* | *Last Name* | *First Name* | *Assignment* |
|---|---|---|---|
| Buck's Hill | Jimenez | Maria | Admin |
| | Murphy | Amber | Teacher |
| | Alvarado | Stephany | Teacher |
| | Comeau | Elizabeth | Teacher |
| | Ureata | Isabella | Teacher |
| | Swain | Erica | Paraprofessional |
| Carrington | Renna | Karen | Admin-Job Share |
| | Gwiazdoski | Kristen | Admin-Job Share |
| | Ventura | Lisa | Secretary |

| | | | |
|---|---|---|---|
| | Rinaldi | Elisa | Teacher |
| | Bisaillon | Bret | Teacher |
| | Levasseur | Dan | Teacher |
| | Pierce | Karen | Substitute Teacher |
| | Canfield | Kelley | Paraprofessional |
| | Kasidas | Karrie | Paraprofessional |
| Chase | Eldridge | Lori | Admin |
| | DiGiovancarlo | Krista | Secretary |
| | Mancinone | Taylor | Teacher |
| | Belica | Flora | Teacher |
| | Turner | Gina | Paraprofessional |
| | DelMoral | Denise | Paraprofessional |
| | Commendatore | Joseph | Substitute Teacher |
| | Marchetti | Savannah | Substitute Teacher |
| | Campagna | Amanda | Substitute Teacher |
| | Arroyo | Yvette | Substitute Para |
| | Henandez | Ivan | Substitute Admin |
| Driggs | Rosser | Dr.Jennifer | Admin |
| | Drewry | Ann | Admin |
| | Abarzua | Lauren | Teacher |
| | Riley | Maryssa | Teacher |
| | Wright | Valerie | Teacher |
| | Rodriguez-Colon | Arwen | Paraprofessional |
| | Onur | Senay | Paraprofessional |
| Duggan | Fidanza | Carla | Admin |
| | Aidoo | Syreeta | Secretary |
| | Bell | Michelle | Teacher |
| | McCasland | Maureen | Teacher |
| | Gaudiosi | Karen | Teacher |
| | Scirica | Erin | Teacher |
| | Field | Susan | Teacher |
| | Mullen-Gilllyard | Vickie | Paraprofessional |
| | DiGiovanni | Melissa | Substitute Admin |
| | Besemer | Katie | Substitute Teacher |
| | Pelletier | Allison | Substitute Teacher |
| Generali | Evans-Foster | Shernett | Admin |
| | Pink | Jade | Secretary |
| | Neibel | Amy | Teacher |
| | Poulter | Dennis | Teacher |
| | Hart | Rebecca | Teacher |
| | Christiano | Michael | Behavior Therapist |
| | Templeton-Walker | Donna | Paraprofessional |
| | Gaudiosi | Kristen | Substitute Admin |
| | Rhinesmith | Wendy | Substitute Teacher |
| | Ahmetii | Zhenita | Substitute Teacher |
| | Wolf | Jodi | Substitute BT |
| | McIntyre | Hannah | Substitute Para |
| International | Tomasella | Diurca | Admin |
| | Delago | Cristina | Secretary |
| | Cruz | Maria | Teacher |
| | Diodonet | Yamailys | Teacher |
| | Rodriguez | Nanichi | Teacher/Enrich |
| | Rock | Stefanie | Substitute Teacher |
| | DeLaCruz | Yaritza | Assistant |
| | Vilorio | Mindris | Assistant |
| | Rodriguez | Anirak | Substitute Assistant |
| | Garcia | Emily | Assistant |
| Kingsbury | Adams | Arielle | Lead Teacher |
| | Sam | Hannah | Admin |
| | Groppie | Susan | Sub-Admin |
| | Muratori | Katie | Teacher |

| | | | |
|---|---|---|---|
| | Masciangioli-Shea | Angela | Teacher |
| | Wolff | Nicole | Teacher |
| | Hamel | Claire | Teacher |
| | Galanti | Laura | Substitute Teacher |
| | Larkin | Brian | Substitute Teacher |
| | McCombs | Lisa | Paraprofessional |
| | Knighton | Drewena | Substitute Para |
| Tinker | Biello | Claudio | Admin |
| | Wehry | Nina | Secretary |
| | Bemer | Maura | Teacher |
| | Defeo | Sharon | Teacher |
| | Brown | Edie | Teacher |
| | Guerrera | Maria | Teacher |
| | Desanto | Tina | Teacher |
| | Teel | Mackenzie | Teacher |
| | Gannon | Danielle | Substitute Teacher |
| | Homewood | Greg | Substitute Teacher |
| | Sagendorf | Janet | Substitute Admin |
| Walsh | Bilbrough | Allyson | Lead Teacher |
| | Just | Patricia | Teacher |
| | Prior | Lielyanawanti | Secretary |
| | Jamele | Marissa | Substitute Teacher |
| | Vasquez | Valerie | Substitute Teacher |
| | Laird | Jennifer | Substitute Teacher |
| | Wilson | Maureen | Substitute Admin |
| | Pierresaint | Courtney | Substitute Admin |
| Wilson | Feest | Katie | Admin/Lead Teacher |
| | Nieves | Ines | Secretary |
| | Trigueiro | Marina | Teacher |
| | Geci | Rayae | Teacher |
| | Lopez | Melissa | Teacher(Hopeville) |
| | Jones | Cathy | Substitute Teacher |
| | Guerrera | Sara | Substitute Teacher |
| | Ramirez | Yvonne | Substitute Teacher |

e. Miscellaneous appointments:

| *Employee* | *Positions* | *Location* |
|---|---|---|
| Donohue, Kelly | Imagine Learning Site Coordinator (after-school) | CHS |

f. Teacher new hires effective 2024/2025 school year:

| *Last Name* | *First Name* | *Assignment* |
|---|---|---|
| Augustin | Daveisha | Wallace Science |
| Beierle | Karen | West Side FCS |
| Brady | James | Wilby Math |
| Brophy | Tiffani | Crosby ESL |
| Cheverez | Maribel | Bucks Hill Gr 4 |
| Christolini | Jessica | Tinker Gr. 3 |
| Cyr | Bruce | WCA Tech Ed - Mfg. |
| DeLuca | Dana | Rotella Special Ed. |
| Dema | Mirelinda | Districtwide PreK-8 Lit. Facilitator |
| Gagliardi | Brett | NEMS PE/Health |
| Hood | Morgan | Wilby ELA |
| Kruijs | Ashley | Regan Gr. K |
| LeMoult | Amanda | Duggen Gr K |
| Lewis | James | Crosby Science |
| Lussier | Christina | Wallace Math |
| Marte | Yaquira | Bucks Hill Gr 4 Bilingual |
| Martin | Melissa | Washington School Counselor |
| Medina | Lori | WSMS ELA Gr 7 |

| | | |
|---|---|---|
| Monegro | Jessica | Sprague Gr 3 |
| Mottola | Melissa | Enlightenment Math |
| Schacht | Andrew | Wilby Social Studies |
| Tracy | Jennifer | Cross Gr 5 |
| William | Kampfman | Wilby Social Studies |
| Zabin | Tracy | Reed ELA Gr. 8 |
| Zarookian | Zachary | Crosby PE/Health |

g. Resignations:

| *Name* | *Assignment* | *Effective* |
|---|---|---|
| McAloon, Katelyn | Social Worker – Bunker Hill | 10/24/24 |
| Wynn, Amy | Special Education – WMS | 09/30/24 |

**ADJOURNMENT**

ATTEST: _____
Carrie A. Swain, Clerk
*Board of Education*

# WATERBURY BOARD OF EDUCATION

#2

## Meeting Schedule ~ 2025

**This is a required annual schedule. All meetings are subject to change. Please refer to the District's website, www.waterbury.k12.ct.us, 24 hours prior to the scheduled meeting for confirmation.**

| Deadline for submission of Committee Workshop Agenda Items to Superintendent/Supervisor | Committee Workshop (first Thursday of month) 5:30 p.m. (locations subject to change) | Regular Board Meeting (third Thursday of month) 5:30 p.m. Waterbury Arts Magnet School |
|---|---|---|
| December 26, 2024 | January 2, 2025 *@ Reed School* | January 16, 2025 |
| January 30 | February 6 *@ Sprague School* | February 20 |
| February 27 | March 6 *@ Bucks Hill School* | March 20 |
| March 27 | April 3 *@ Wilson School* | *April 10 |
| April 24 | May 1 *@ Crosby High School* | May 15 |
| May 29 | June 5 *@ Waterbury Arts Magnet School* | *June 18 (Wednesday) |
| July 3 | *July 10 *@ Rotella Magnet School* | July 17 *@ Rotella Magnet School* |
| July 31 | August 7 *@ Rotella Magnet School* | August 21 *@ Rotella Magnet School* |
| August 28 | September 4 *@ West Side Middle School* | September 18 |
| September 25 | October 2 *@ State Street* | October 16 |
| October 30 | November 6 *@ Rotella Magnet School* | November 20 |
| November 26 | December 4 *@ Wendell Cross School* | December 18 |

DRAFT

*schedule deviation due to holiday

WATERBURY PUBLIC SCHOOLS

DRAFT

#3

#3

WATERBURY PUBLIC SCHOOLS

# ESSER/ARP Monthly Expenditure Report
## Board of Education Workshop
## October 3, 2024

| ESSER I | ESSER II | ARP ESSER III |
|---|---|---|
| Beginning Date March 2020<br>Ending Date September 2022 | Beginning Date December 2020<br>Ending Date September 2023 | Beginning Date May 2021<br>Ending Date September 2024 |
| **Total Grant : $9,394,519** | **Total Grant : $41,651,124** | **Total Grant : $89,691,176** |
| **Public Portion** - $8,462,310<br>$8,462,310 YTD Exp/Enc<br>$ 0 YTD Balance | $41,651,124 YTD Exp/Enc<br>$ 0 YTD Balance | $89,691,176 YTD Exp/Enc<br>$0 YTD Balance |
| **Non-Public Portion:** $932,209<br>$932,209 YTD Exp/Enc<br>$ 0 YTD Balance | 0 | |

# Detail of Encumbrance/Expenditures

## ESSER I

- Temporary Maintainers; Health Dept & Fire Dept Overtime for COVID Testing
- Chromebook Management Services; Licenses; Teachers Laptops; Students Chromebooks; Chromebook Charging Carts; Data Switches & Wireless Headphones
- HVAC & Ventilation Projects- Regan Boilers Replacement, & heating pumps, Carrington BMS Upgrades, HVAC Repairs at Reed, Maloney, Rotella, Gilmartin, Duggan, WAMS, Career, and West Side.
- Covid staff testing fees;
- Fire safety equipment
- Bilingual materials
- PPE/Health & Safety Supplies; Handwashing Stations

## ESSER II

- GF Staff Retainage- Maintainers Staff, IT Staff and School Counselors.
- Summer School Programs; Summer Camps – YMCA, Boys & Girls & PAL
- Transportation for Summer School; Summer school program supplies
- Recruitment - UCONN Resident & Nex-Gen programs; College partnerships for recruitment
- Translation Services
- SEL Curriculum
- Technology Professional Development Training
- Portrait of Graduate Development and Assessment
- CTE Supplies and Wilby Greenhouse Renovation
- Food Service Deficit;
- Facility Study
- Administrative Costs - Contracted Project Manager Services; Contracted Legal Services
- Design Services – Auditorium Upgrades; Air Handler Units; Mechnical Upgrades & Rotella Boiler
- Summer school field trips
- Boiler replacement /Tinker school and Kingsbury
- School counselor Summer program
- New Mentors Summer training
- Design services –HVAC for Wilby, NEMS,WSMS,Crosby, Wallace, State St, Wilson
- Design services- Boiler replacement for Driggs, Maloney, Washington, Generali)
- Boiler replacement –Rotella
- SEL Curriculum
- Naviance
- Duct & Vent Cleaning (Carrington, Duggan,Gilmartin, Reed)
- Reboot pilot program
- Crosby Bypass piping
- Auditorium Upgrades (WAMS, WSMS, Rotella, Kennedy, Laurel Hill Complex & Bergin Complex)
- HVAC upgrades ( Duggan, Gilmartin)
- Boiler replacement ( Rotella)
- Summer program STEM kits
- Boilers replacement ( Driggs, Generali, Maloney and Washington)
- Removal and replacement of 3 playscapes (Chase, Regan, Rotella)
- Summer day Camp ( Waterbury Youth Service)
- Commissioning Services ( Noresco)
- Summer Camp field trip
- Duct & Vent Cleaning (WAMS, Maloney, Rotella)
- Furniture (Moved from Esser III to II)
- ESS (substitutes)
- Moved HVAC expenses from ARP Esser III to Esser II

WATERBURY PUBLIC SCHOOLS

## ARP ESSER III

- (2) PT Crisis Youth Intervention Clinicians;
- Accountant III
- Facility Operation Manager
- Extra Class Stipends for Teachers covering shortage areas (High Schools);
- Partners in Education (CT Center for School Change);
- Outside Counsel Legal Fees for ARP ESSER Contracts;
- Curriculum Update- Pear Deck & Legends of Learning;
- Instructional Supplies & Equipment (School Principals Needs)
- Resources to Support Curriculum(Home Learning);
- Equity Training Services
- State Street Playground Equipment
- HVAC Projects/Repairs- Maloney Chiller Replacement, Wilby AC, Crosby Cooling Tower, Wams, Kennedy Fan Replacement.
- Upgrade furniture, fixtures and equipment based on school needs.
- Digital platform to connect students with mentors.
- Amplify reading student license, mCLASS DIBELS
- Mechanical Upgrades at three schools ( Crosby,Kennedy, Wilby)
- SAFE after school program/behavioral clinicals
- Nearpod, Kami, Rubicon subscription
- Summer programs-Boys & Girls club
- Workshop Athletic program
- Biliteracy Training program
- Enrichment programs in the Community (Palace Theater, Shakesperian, Mattatuck museum, Boys and Girls, YMCA)
- Design services for HVAC (Sprague, Regan, Tinker, Washington, Bucks Hill, Chase , International, Generali)
- Harvard Graduate school- training school turnaround leaders
- Linguistica International –translation services
- Cormier Consulting
- Varsity Tutors
- Removal and replacement of 6 playscapes (Bunker Hill, Driggs ,Sprague, Hopeville, Tinker, Washington)
- Radiator Covers
- Multi-tired system of supports for behavior (Branching Minds).
- Water cooled chiller for Wilby
- Design fees for VRF/DOA for 6 elementary schools
- Summer programs ( PAL, YMCA,Seven Angels)
- Imagine learning ( licenses for online learning)
- Furniture (Moved from Esser III to II)
- Quill ( Middle & high school licenses)
- Moved HVAC expenses from ARP Esser III to Esser II
- Google workspace for Education
- Students Chromebooks

- Removal and replacement of playscape at Carrington
- Rubrik update
- Waterbury Bridge to Success
- HVAC construction fees at Wilby and NEMS
- Kitchen construction fees at Crosby and Wilby
- Lightspeed Audio solution
- HVAC Replacement at Crosby/Wallace
- Construction for conversion of Crosby weight room into PE
- HVAC replacement at Kennedy
- HVAC at 13 elementary schools ( Bucks Hill,Chase, Driggs, Generali, Hopeville, Tinker, Bunker Hill, International, Kingsbury, Regan, Sprague, Washington, Wilson)
- HVAC construction fees at WAMS
- Carrington Learning Park security cameras
- Yondr Packages include pouches, medical pouches, unlocking bases, storage accessories, school resource templates
- Transformers for 11 elementary schools
- Chromebooks and Chromebooks parts.
- ESS substitutes
- Cisco Switch Replacement

#5

**SUMMARY**
**CONSOLIDATED TWO YEAR FEDERAL GRANTS**
**2024-2026**

| 2023-2025 | 2024-2026 | |
|---|---|---|
| **$13,739,640** | **$13,002,070** | **Title I Part A – Improving Basic Programs** |

Every school is a Title I school and the public schools are ranked according to poverty criteria and divided into poor pupil allocations. The funds for Title I include salaries, benefits, supplemental materials, support to extended learning programs and classroom supplies and programs for the Office of Early Childhood (OEC). The set-side funds required under ESSA are for McKinney Vento students and for school and district family engagement that will strengthen community partnerships and increase family engagement. Funds are also set aside for the Focus/Turnaround schools, which include summer programs and additional high school staff. The capital expense funding is for the computer classrooms in a private school and request for the Title I room. The Professional Development funds provide stipends for curriculum writing, training that aligns with School Improvement Plans, districtwide training and support to school staff becoming more knowledgeable in their content areas. Title I also funds certified ELA supplemental staff, STEM coaches, part time tutors, hall monitors, truancy/prevention specialists, network specialists, community partnerships and parent liaisons. Funds are also allocated to schools for supplemental materials. The private school entitlement includes Title I tutors, social workers, behavior interventionist, a Third Party Provider, educational materials, professional development and materials for family engagement activities.

| | | |
|---|---|---|
| **$1,057,390** | **$ 946,085** | **Title IIA – Teacher and Principal Training and Recruiting** |

Professional Development funds will be used to support salaries, schools based professional learning and district initiatives. The funds also support the Human Capital and Talent Office including New Teacher Orientation, SEED training, Diversity training and fiscal support for recruitment. Funds are also transferred to Title III to support the Multi-Lingual Department and Roberto Clemente International Dual Language School with literacy support, tutors, professional development and supplemental and cultural materials. The private school entitlement includes professional learning that is both in-person and virtual and for supplies that align with the professional development.

| | | |
|---|---|---|
| **$1,001,642** | **$945,349** | **Title IV Part A – Student Support and Academic Enrichment** |

The funds will provide the district the opportunity to address the three priority areas for all students to have access to a well-rounded education; improve school conditions for student learning and improve the use of technology in order to improve the academic achievement and digital literacy of all students. The funds are required and offered to public, schools, private schools, Community Colleges, parent organization and community organizations.

| | | |
|---|---|---|
| **$15,798,672** | **$14,893,504** | **GRAND TOTAL FOR ALL GRANTS** |

LRB/kc

#6

WATERBURY
PUBLIC SCHOOLS

# *Educational Grants Office*

236 Grand Street Waterbury, Connecticut 06702

**Janet Frenis**
**Chief Academic Officer**
**(203) 574-8341**

**Linda Riddick Barron**
**Supervisor of Educational Grants**
**Telephone** (203) 574-8040 Ext.11327
**Fax** (203) 574-597-3482
Lriddick-barron@waterbury.k12.ct.us

To: Honorable Board of Aldermen
Honorable Board of Education
Mayor Paul Pernerewski

Date: October 1, 2024

RE: Executive Summary for Mattatuck Tours for Waterbury Public School Third and Fourth Grade Students

Dear Aldermen, Commissioners and Mr. Mayor:

I am requesting your approval to continue the collaboration between the City of Waterbury and the Mattatuck Museum to provide annual school tours for elementary students. This initiative involves the Museum's Education Coordinator reaching out to the principals of the 22 elementary schools at the end of August and the beginning of September to obtain an updated list of third and fourth-grade teachers, including their names and email addresses. The Education Coordinator schedules approximately 123 tours, with 3,134 students. Typically, three tours are conducted simultaneously on Tuesdays, Thursdays, and Fridays from October through April, with additional makeup dates in late April or early May. The proposed tour dates are communicated to the principals for confirmation of compatibility with the schools' and teachers' schedules, after which confirmed dates are communicated to the teachers. Subsequently, the Education Coordinator submits bus requests to Durham Bus Services for each scheduled tour. Prior to the field trips, reminders are sent to both teachers and the Durham Bus Services to ensure readiness. The Museum's educational team consists of three staff members and a group of ten docents, who coordinate coverage for the tours. The students gain fist hand knowledge of the history of Waterbury. Teachers complete a half-sheet detailing their name, school, tour date, grade, and the number of attending students and this document is signed by the teacher and collected by the Education Coordinator at the end of the tour. The Coordinator then scans the half-sheets to provide documentation for the Finance Department, which is necessary for the monthly invoice to the City of Waterbury.

The cost of the tours is $53,340 for the 2024-2025 school year and is funded through the federal Title IV grant that has a focus to provide experiences for students to have a well-rounded education.

Please contact me if you have any questions.

# PROFESSIONAL SERVICES AGREEMENT
# for
# Museum Tours and Education
# between
# The City of Waterbury, Connecticut
# And
# The Mattatuck Historical Society

**THIS AGREEMENT** (the "Agreement" or "Contract"), effective on the date signed by the Mayor, is by and between the CITY OF WATERBURY (the "City" or "District"), located at City Hall, 235 Grand Street, Waterbury, Connecticut 06702 and THE MATTATUCK HISTORICAL SOCIETY, (the "Consultant"), located at 144 West Main Street, Waterbury, Connecticut 06702, a State of Connecticut duly registered domestic 501(c)(3) not-for-profit company (Jointly referred to as the "Parties" to this Agreement.)

**WHEREAS**, the Consultant submitted a proposal to provide virtual and in-person tours of Mattatuck Museum to Waterbury students; and

**WHEREAS**, the City desires to obtain the Consultant's services pursuant to the terms, conditions and provisions set forth in this agreement (the "Project").

**NOW THEREFORE, THE PARTIES AGREE AND COVENANT AS FOLLOWS:**

**1. Scope of Services.** The Consultant shall furnish all of the labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. necessary to complete the Project as specified in this agreement (also referred to herein as "Contract") and such shall be completed in a satisfactory manner, as reasonably determined by the City. All labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. shall comply with any and all applicable Local, State and Federal laws, statutes, ordinances and regulations and with generally accepted professional standards. The Consultant shall make such revisions or modifications to its work, at its own cost and expense, as the City may require in order to be deemed complete.

**1.1.** The Project consists of and Consultant shall provide museum tours and education services as detailed and described in **Attachment A. Attachment A** shall consist of the following, which are attached hereto, are acknowledged by the Consultant as having been received, or are otherwise hereby incorporated by reference as noted below, and all are made a part hereof.

- **1.1.1.** Consultant's Cost Proposal, dated August 21, 2024, consisting of 1 page, attached hereto;
- **1.1.2.** Any and all amendment(s) and Change Orders, issued by the City after execution of Contract, incorporated herein by reference.
- **1.1.3.** City Contract Compliance Documents, incorporated herein by reference;
- **1.1.4.** Certificates of Insurance, incorporated herein by reference;

**1.1.5.** Licenses, incorporated herein by reference;
**1.1.6.** All applicable Federal, State, and local statutes, regulations charter and ordinances, incorporated herein by reference.

**1.3.** The entirety of **Attachment A** plus this executed instrument are together deemed the Contract Documents (hereinafter collectively referred to as "Contract Documents"). The City's record copy of the Contract Documents shall control and shall be effective and binding on the Consultant. In the event that any provision in the Contract Documents conflict with any other provision therein, the provision in the component part of the Contract Document first enumerated below shall govern over any other component part which follows it numerically:

**1.3.1** All applicable Federal, State, and local statutes, regulations charter and ordinances
**1.3.2** Any Amendments to this Contract
**1.3.3** This Contract
**1.3.4** Consultant's Cost Proposal

**2. Consultant Representations Regarding Qualification and Accreditation.** The Consultant represents that, to the extent required by law, its employees are licensed to perform the scope of work set forth in this Contra. The Consultant further represents that its employees have the requisite skill, expertise and knowledge necessary to perform the scope of work required under the terms of this Contract, including any supplementary work and the City relies upon these.

**2.1. Representations Regarding Personnel.** The Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City, unless use of City employees or of personnel having a contractual relationship with the City is approved by the City in writing. As set forth above, all the services required hereunder shall be performed by the Consultant under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state or local law to perform such services.

**2.2. Representations Regarding Qualifications.** The Consultant hereby represents that, to the extent required by Federal, State and Local statutes, regulations, codes, ordinances, and policies, that the Consultant and/or its employees be licensed, certified, registered, or otherwise qualified, the Consultant and all employees providing services under this Contract, are in full compliance with those statutes, regulations and ordinances. Upon City request, the Consultant shall provide to the City a copy of the Consultant's licenses, certifications, registrations, etc.

**2.3. Activities, Work, and Services Performed in Department of Education Facilities, on School Grounds, at Student Sporting Events, and/or where City Students Present.** For all activities in school facilities and/or Department of Education facilities, the Consultant shall first be required to coordinate all on-site visits and activities with the appropriate Department/personnel in Education, or the designated person and

shall obtain any necessary clearance, ID badges, etc. Consultant shall enter and exit all school facilities and Department of Educational facilities as designated as authorized by the appropriate Department/personnel in Education, or the designated person.

**2.5. Criminal Background Check and DCF Registry Check.** The Consultant shall comply with the requirements of C.G.S. 10-222 c (g) and shall ensure, and represents to the City, that any employee who will be on school grounds/Department of Education Property/at Department of Education events and/or where City Students are present, that will or may have direct contact with Students while providing services pursuant to this Agreement has stated, in writing, whether such person has ever been convicted of a crime or whether criminal charges were ever pending against such person. The Consultant shall further ensure, and represents to the City that any person who will have direct contact with a Student has submitted to a records check of the Department of Children and Families child abuse and neglect registry established pursuant to Conn. Gen. Stat. §17a-101k, as well as state and national criminal history records checks conducted in accordance with Conn. Gen. Stat. §29-17a, the federal National Child Protection Act of 1993, and the federal Volunteers for Children Act of 1998. The Consultant shall not permit any person with a disqualifying criminal history to have direct contact with a student. The Consultant agrees the "direct contact" shall include the Consultant and its employees providing services under this contract if said services are performed on school grounds/Department of Education Property/at Department of Education events and/or where City students are present.

**2.6. Activities, Work, and Services Performed on other City Property (Non-Education facilities).** For all activities involving non-Board of Education facilities and/or buildings, Consultant shall first be required to coordinate all on-site visits and activities with the appropriate City Department or its designee.

**3. Responsibilities of the Consultant.** All data, information, etc. given by the City to the Consultant and/or created by the Consultant shall be treated by the Consultant as proprietary to the City and confidential unless the City agrees in writing to the contrary and shall be used solely for the purposes of providing services under this Contract. The Consultant agrees to forever hold in confidence all files, records, documents and other information which may come into the Consultant's possession during the term of this Contract, except where a disclosure is expressly stated as a requirement of this Contract. Notwithstanding the foregoing, where a Consultant disclosure is required to comply with statute, regulation, or court order, the Consultant shall provide prior advance written notice to the City of the need for such disclosure. The Consultant agrees to properly implement the services required in the manner herein provided.

**3.1. Use of City Property.** To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall have access to such areas of City property as the City and the Consultant agree are necessary for the performance of the Consultant's services under this Contract (the "Site" or the "Premises") and at such times as the City andwatermark the Consultant may mutually agree. Consultant shall perform all work in full compliance with Local, State and Federal health and safety regulations. All work hereunder shall be performed in a safe manner. Consultant shall

immediately correct any dangerous condition caused by or resulting from its work. If it fails to correct, or to act diligently to correct, any condition which City reasonably believes to be a hazard to persons or property, then immediately upon oral or written notice to any supervisory or similar personnel of Consultant, City may, but shall not be required to, correct same at Consultant's expense. City shall confirm in writing any oral notice given within five (5) business days thereafter.

**3.2. Working Hours.** To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall coordinate its schedule so that work on the Premises is performed during those hours the City sets forth in a written notice to the Consultant, unless written permission is obtained from the City to work during other times. This condition shall not excuse Consultant from timely performance under the Contract. The work schedule must be agreed upon by the City and the Consultant.

**3.3. Cleaning Up.** To the extent the Consultant is required to be on City property to render its services hereunder, the Consultant shall at all times keep the Premises free from accumulation of waste materials or rubbish caused by Consultant, its employees or subcontractors, and at the completion of the work shall remove all rubbish from and about the Project and all tools, scaffolding and surplus materials and shall leave the Premises "broom clean" or its equivalent, unless more exactly specified. In case of dispute, the City may remove the rubbish and charge the cost to the Consultant.

**3.4. Publicity.** Consultant agrees not to deliberately disclose the fact that the City has entered into or terminated this Contract or disclose any of the terms of the Contract or use the City's name in connection with any publicity, unless the City gives prior written consent to such use of the City's name in each instance.

**3.5. Standard of Performance.** All workmanship, services, materials or equipment, either at the Premises or intended for it, shall conform in all respects with the requirements of all this Contract, and shall be the best obtainable from the crafts and trades. In all cases, the services, materials, equipment, reports, plans, specifications, deliverables, workmanship, etc. shall be equal to or better than the grade specified, and the best of their kind that is obtainable for the purpose for which they are intended. The standard of care and skill for all services performed by the Consultant shall be that standard of care and skill ordinarily used by other members of the Consultant's profession practicing under the same or similar conditions at the same time and in the same locality. The Consultant's services rendered hereunder shall be rendered completely and by qualified personnel in accordance with standard industry practice.

**3.6. Consultant's Employees.** The Consultant shall at all times enforce strict discipline and good order among its employees, and shall not employ any unfit person or anyone not skilled in the work assigned.

**3.7. Due Diligence Obligation.** The Consultant acknowledges its responsibilities to examine and to be thoroughly familiar with the City’s proposal document, including,

but not limited to the specifications, and any addenda thereto. The Consultant hereby warrants and represents that prior to the submission of its proposal during the proposal process it reviewed or was afforded opportunity, by the City, to review all physical items, facilities, services or functions essential to the satisfactory performance of the services required ("Due Diligence") and thereby certifies that all such items facilities, services or functions are included in this Contract and thereby warrants that:

**3.7.1** it conducted or had opportunity to conduct all Due Diligence prior to the submission of its proposal and, accordingly, any additional costs, services or products resulting from the failure of the Consultant to complete Due Diligence prior to submission of its proposal shall be borne by the Consultant. Furthermore the Consultant had the opportunity during the proposal process to ask questions it saw fit and to review the responses from the City;

**3.7.2** its failure or omission to make investigation and verification of data shall, in no way, be cause for future claim of ignorance of such data or conditions nor shall such failure to investigate and verify be the basis for any claim whatsoever, monetary or otherwise;

**3.7.3** it is solely responsible for resolving any issues resulting from the failure to conduct Due Diligence and shall assume any costs that may result during the implementation of the Project, including, but not limited to, adherence to specifications and pricing for the Project.

**3.7.4** it was responsible for specifying any changes and disclosing any new costs prior to the submittal of its proposal. Thus, in the event any changes or costs are disclosed by the Consultant, or otherwise required, during the performance of its services, the sole responsibility for any modification, delay and cost of such changes shall reside with the Consultant.

**3.7.5** has familiarized itself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and Federal, State and Local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work;

**3.7.6** has given the City written notice of any conflict, error or discrepancy that the Consultant has discovered in the Proposal Documents; and

**3.7.7** agrees that the Proposal Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the Work.

**3.8. Reporting Requirement.** If applicable or requested by the City, the Consultant shall deliver periodic written reports to the City's using agency setting forth **(i)** the issue date of the report, **(ii)** the time period covered by the report, **(iii)** a brief description of the work and services completed by the Consultant and/or delivered

by the Consultant during the time period covered by the report, **(iv)** expressed as a percentage of the total work and services required under this Contract, the percentage of the total work represented by the work and services described in subsection iii above, **(v)** expressed as a percentage of this Contract's Section 6 total compensation, the percentage of the total compensation represented by the work and services described in subsection iii above, **(vi)** the Consultant's declaration as to whether the entirety of the Consultant's work and services required in this Contract will be, or will not be, completed within the Contract's Section 6 total compensation amount, and **(vii)** any and all additional useful and/or relevant information. Each report shall be signed by an authorized signatory.

NOTE: the Consultant's failure to deliver any report required herein shall be deemed a material breach of this Contract, the City hereby reserving the right to exercise all available legal remedy(ies) to address said breach.

**4. Responsibilities of the City.** Upon the City's receipt of Consultant's written request, the City will provide the Consultant with all documents, data and other materials the City agrees are necessary and appropriate to the service to be performed by the Consultant hereunder and the City will endeavor to secure, where feasible and where the City agrees it is necessary and appropriate, materials or information from other sources requested by the Consultant for the purpose of carrying out the services under this Contract.

**5. Contract Time.** The term of this Agreement shall commence upon execution by the Mayor and shall terminate on June 30, 2024.

**5.2 No Damage for Delay**. In no event shall the Consultant be entitled to any compensation or recovery of any damages in connection with any Delay, including, without limitation, consequential damages, lost opportunity damages, attorney's fees or other, similar remuneration. The City's exercise of any of its rights or remedies under the Contract Documents, including without limitation, ordering changes in the Work, or directing suspension, rescheduling or correction of the Work, regardless of the extent or frequency of the City's exercise of these rights has been contemplated by the parties and shall not be construed as an exception.

**6. Compensation.** The City shall compensate the Consultant for satisfactory provision of all of the goods and services set forth in this Contract as follows in this Section 6.

**6.1. Fee Schedule.** The fee payable to the Consultant shall not exceed **FIFTY-THREE THOUSAND THREE HUNDRED FORTY DOLLARS AND 00/100 CENTS ($53,340.00)**

**Total Amount not to Exceed……$53,340.00**

**6.3. Limitation of Payment.** Compensation payable to the Consultant is limited to those fees set forth in Section 6.1., above. Such compensation shall be paid by the City

upon review and approval of the Consultant's invoices for payment and review of the work, services, deliverables, etc. required in this Contract and review as may be further required by the Charter and Ordinances of the City. Consultant's invoices shall describe the work, services, reports, plans, specifications, deliverables, etc. rendered and the compensation sought therefore in a form and with detail and clarity acceptable to the City.

**6.3.1** The Consultant and its affiliates are hereby provided with notice that the City reserves the right, in the City's sole discretion, to offset, withhold, or otherwise reduce City payment(s) to the Consultant in an amount equaling the sum or sums of money the Consultant and/or its affiliates is/are, or becomes delinquent or in arrears on, regarding the Consultant's and/or its affiliate's real and personal tax obligations to the City.

**6.4. Review of Work.** The Consultant shall permit the City to review, at any time, all work performed under the terms of this Contract at any stage of the work. The Consultant shall maintain or cause to be maintained all records, books or other documents relative to charges, costs, expenses, fees, alleged breaches of the Contract, settlement of claims or any other matter pertaining to the Consultant's demand for payment. The City shall not certify fees for payment to the Consultant until the City has determines that the Consultant has completed the work in accordance with the requirements of this Contract.

**6.5. Proposal Costs.** All costs of the Consultant in preparing proposal to the City shall be solely borne by the Consultant and are not included in the compensation to be paid by the City to the Consultant under this Contract or any other Contract.

**6.6. Payment for Services, Materials, Employees.** The Consultant shall be fully and solely responsible for the suitability, and compliance with the Contract, of all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. furnished to the City under this Contract. The Consultant shall promptly pay all employees as their pay falls due, shall pay promptly as they fall due all bills for labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc., going into the work, and all bills for insurance, bonds, Worker's Compensation coverage, Federal and State Unemployment Compensation, and Social Security charges applicable to this Project. Before final payment is made, the Consultant shall furnish a legal statement to the City that all payments required under this subparagraph have been made.

**6.7. Liens.** Neither the final payment nor any part of the retained percentage, if any, shall become due until the Consultant, if requested by the City, shall deliver to the City a complete release of all liens arising out of this Contract, or receipts in full in lieu thereof, and, if required, in either case, an affidavit that so far as the Consultant has knowledge or information, the releases and receipts include all the labor and material for which a lien could be filed; but the Consultant may, if any subcontractor refuses to furnish a release or receipt in full, furnish a bond satisfactory to the City, to indemnify

it against any lien. If any lien remains unsatisfied after all payments are made, the Consultant shall refund to the City all moneys that the City may be compelled to pay in discharging such a lien, including all costs and a reasonable attorney's fee.

**7. Passing of Title and Risk of Loss.** Title to each item of equipment, material, reports, plans, specifications, supplies, services, etc. required to be delivered to the City hereunder shall pass to City upon City payment to the Consultant for that item. Consultant and its insurer shall assume the risk of loss or damage up to and including the date title passes, except that City shall be responsible for loss or damage caused by City's negligence.

**8. Indemnification.**

**8.1.** The Consultant shall indemnify, defend, and hold harmless the City, City's Boards, and Board of Education, commissions, agents, officials and employees from and against all claims, suits, damages, losses, judgments, costs and expenses including attorney's fees arising out of or resulting from the delivery of the labor, services, equipment, materials, reports, plans, specifications, design, drawings, deliverables, incidentals, etc. provided that any such claims, suits, damages, losses, judgments, costs or expenses **(i)** are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting there from, **(ii)** are alleged to be caused in whole or in part by any willful, intentional, negligent, or reckless act or omission of the Consultant, its employees, any subcontractor or consultant, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder; **(iii)** enforcement action or any claim for breach of the Consultant duties hereunder or **(iv)** claim for intangible loss(es) including but not limited to business losses, lost profits or revenue, regardless of whether or not it is caused in part by a party indemnified hereunder.

**8.2.** In any and all claims against the City or any of its boards, agents, employees or officers by the Consultant or any employee of the Consultant, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under Paragraph 8.1, above, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Consultant or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

**8.3.** The Consultant understands and agrees that any insurance required by this Contract, or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify, defend, keep and hold harmless the City as provided in this Contract.

**8.4.** The Consultant expressly understands and agrees that any performance bond or insurance protection required by this Contract, or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City and the City's boards, agents, employees or officers as provided herein.

**8.5.** Royalties and Patents. The Consultant shall, for all time, secure to the City the free and undisputed right to the use of any and all patented articles and methods used in the work and shall defend at Consultant's own expense any and all suits for infringement or alleged infringement of such patents, and in the event of adverse award under patent suits, the Consultant shall pay such awards and hold the City harmless in connection with any patent suits that may arise as a result of installations made by the Consultant and as to any award made thereunder.

**8.6.** In the event this Contract and/or the Consultant's, or its subcontractor, work and services provisioned hereunder is/are subject to the provisions of any Federal or State statute or regulations, or the City Charter or City Ordinance, the Consultant shall indemnify, defend and hold harmless the City from any fine, penalty or other amounts imposed on the City under said statutes, regulations, Charter or Ordinances, if caused by Consultant, or its subcontractor, omission or commission..

## 9. Consultant's Insurance.

**9.1.** The Consultant shall not commence work under this Contract until all insurance required under this Section 9 has been obtained by the Consultant and such insurance has been approved by the City. The Consultant shall not allow any subcontractor to commence work on any subcontract until all insurance required of any such subcontractor has been so obtained and approved by the City. Insurance shall be provided by insurers that are satisfactory to the City, authorized to do business in the State of Connecticut, that have at least an "A-" Best's Rating, and are in an A.M. Best financial size category of VII or higher. The A.M. Best classifications are based on the most current A.M. Best Company ratings or an equivalent City approved rating system.

**9.2.** At no additional cost to the City, the Consultant shall purchase and maintain the insurance coverages set forth below which shall protect the City from claims which may arise out of or result from the Consultant's obligation under this Contract, whether such obligations are the Consultant's or subcontractor or person or entity directly or indirectly employed by said Consultant or subcontractor, or by any person or entity for whose acts said Consultant or subcontractor may be liable.

**9.3.** Each insurance policy shall state that the insurance company shall agree to investigate and defend the insured against all claims for damages, even if groundless. If any insurance required herein is to be issued or renewed on a claims made form as opposed to an occurrence form, the retroactive date for coverage shall be no later than the commencement date of this Contract and shall provide that in the event of cancellation or non-renewal, the discovery period for insurance claims ("Tail Coverage") shall be available for at least 60 months.

**9.4.** The following policies with stated limits shall be maintained, in full force and effect, at all times during which the services are to be performed by the Consultant:

**9.4.1 General Liability Insurance:**
**$1,000,000.00** per occurrence
**$2,000,000.00** aggregate
**$2,000,000.00** Products and completed operations aggregate
Providing coverage to protect the City for all damages arising out of bodily injuries, sickness to or death of all persons in any one accident or occurrence and for all damages arising out of destruction of property in any one accident or occurrence.

**9.4.2 Excess/Umbrella Liability**
**$1,000,000.00** per occurrence
**$1,000,000.00** Aggregate

**9.4.3 Professional Liability/E&O:**
**$1,000,000.00** each Wrongful Act
**$1,000,000.00** aggregate

**9.4.4 Abuse/Molestation Liability:**
**$1,000,000.00** each Occurrence
**$1,000,000.00** Aggregate

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

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

**9.7. Certificates of Insurance:** The Consultant's General, Automobile and Excess/Umbrella Liability Insurance policies shall be endorsed to add the City and The Board of Education as an additional insured and provide a waiver of subrogation on all lines of coverage except Professional Liability. The insurance afforded the additional insured shall be primary and non-contributory insurance and the coverage and limits provided under the Consultant's policies shall not be reduced or prorated by the existence of any other insurance applicable to any loss the additional insured may have suffered. At the time the Consultant executes this Contract, it shall furnish to the City, subject to City approval, certificate(s) of insurance and Additional Insured Endorsement and Waiver of Subrogation Endorsement verifying the above coverages, including the naming of the City of Waterbury, as follows: "**The City of Waterbury and its Board of Education are listed as Additional Insured on a primary and non-contributory bases on all policies except Workers Compensation and Professional Liability. All policies shall include a Waiver of Subrogation except Professional Liability."** The City's request for proposal number must be shown on the certificate of insurance. The Consultant must supply replacement/renewal certificates at least thirty (30) calendar days prior to the expiration of the policy(ies). Said certificates shall

contain a provision that coverage afforded under the policies shall not be cancelled or reduced for any reasons unless notice of not less than thirty (30) calendar days has been mailed to the Office of Corporation Counsel, 235 Grand Street, Waterbury, CT 06702.

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

**10. Conformance with Federal, State and Other Jurisdictional Requirements.** By executing this Contract, the Consultant represents and warrants that, at all pertinent and relevant times to the Contract, it has been, is and will continue to be in full compliance with all applicable statutes, acts, ordinances, guidelines, resolutions, orders, judgments, decrees, injunctions, rules, and regulations of all government authorities applicable to performance by the Consultant of services hereunder, including those having jurisdiction over its registration and licensing to perform services hereunder; including, but not limited to, the following: *EQUAL EMPLOYMENT OPPORTUNITY ACT*; *COPELAND ANTI-KICKBACK ACT*, as supplemented in the Department of Labor Regulations (29 CFR Part 3); *DAVIS-BACON ACT* as supplemented by Department of Labor Regulations (29 CFR Part 5); Section 103 and 107 of the Contract Work Hours and Safety Standards Act, as supplemented by the Department of Labor Regulations (29 CFR Part 5); the *HOUSING and COMMUNITY DEVELOPMENT ACT of 1974*, as amended; TITLE 31 and Section 12-430(7) of the State of Connecticut General Statutes. All applicable sections of the City Charter and Code of Ordinances are incorporated by reference and made a part hereof.

**10.1. Permits, Laws, and Regulations.** Permits and licenses necessary for the delivery and completion of the Consultant's work and services shall be secured in advance and paid by the Consultant. The Consultant shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work and services as specified.

**10.2. Taxes-Federal, State and Local.** The City is exempt from Federal Excise and Transportation, State and Local Sales and Use Taxes, including without limitation, taxes that would otherwise be imposed upon the Consultant for transactions required or necessitated hereunder between it and its subcontractors, suppliers, etc. The Consultant remains liable, however, for any applicable tax obligations it incurs. Moreover, the Consultant represents that the proposal and pricing contained in this Contract do not include the amount payable for said taxes.

**10.3. Labor and Wages.** The Consultant and its subcontractors shall conform to the labor laws of the State of Connecticut, and all other laws, ordinances, and legal requirements affecting the work in Connecticut.

**10.3.1** The Consultant is aware of the provisions of Title 31, §53 of the Connecticut General Statutes, latest revision (the "Act"), concerning the payment of minimum wages and other payments or contributions established by the State of Connecticut Labor Commissioner for work on public facilities. The

provisions of the Act are incorporated by reference and made a part of this Contract. The Act provides that the Connecticut prevailing wage law applies to certain remodeling, refurbishing, alteration, repair and new construction. The wages paid on an hourly basis to any person performing the work of any mechanic, laborer or worker on the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such person to any employee welfare fund, as defined in Conn .Gen. Statute 31-53(i), shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public works project is being constructed. Any contractor who is not obligated by agreement to make payment or contribution on behalf of such persons to any such employee welfare fund shall pay to each mechanic, laborer or worker as part of such person's wages the amount of payment or contribution for such person's classification on each pay day.

**10.3.2** The Consultant is aware of, and shall comply with, the provisions of both the Federal Davis-Bacon Act and the Federal American Recovery and Reinvestment Act of 2009, the provisions of both acts hereby incorporated by reference and made a part of this Contract. The Federal Davis-Bacon Act provides that Federal wage rate laws apply to certain federally funded contracts. The American Recovery and Reinvestment Act ("ARRA") provides that Federal wage rate laws apply to all ARRA funded contracts regardless of the contract's dollar value.

**11. Discriminatory Practices.** In performing this Contract, the Consultant shall not discriminate against any employee or applicant for employment, with respect to his or her hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, sex, gender identity or expression, age, religious creed, disability, national origin or ancestry, marital status, family status, prior psychiatric treatment, health care, military status or source of income or because of a handicap that is unrelated to the employee's or the applicant's ability to perform the duties of a particular job or position. Subcontracts with each subcontractor shall contain a provision requiring non-discrimination in employment as herein specified. This covenant is required pursuant to §93.04 of the Code of Ordinances of the City and any breach thereof may be regarded as a material breach of this Contract. Said provisions with subcontractors shall require conformity and compliance with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination and equal opportunity requirements.

**11.1. Discrimination Because of Certain Labor Matters.** No person employed on the work covered by this Contract shall be discharged or in any way discriminated against because such person has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or related to the labor standards applicable hereunder to its employer.

**11.2. Equal Opportunity.** In its execution of the performance of this Contract, the Consultant shall not discriminate and shall comply with applicable laws prohibiting

discrimination on the grounds of race, color, religion, sex, gender identity or expression, national origin or citizenship status, age or handicap. The Consultant agrees to comply with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination and equal opportunity requirements, and will require the same of all subcontractors.

**12. Intentionally Omitted.**

**13. Termination.**

**13.1. Termination of Contract for Cause.** If, through any cause, in part or in full, the fault of the Consultant, the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if the Consultant shall violate any of the covenants, agreements, or stipulations of this Contract , the City shall thereupon have the right to terminate this Contract by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least five (5) business days before the effective date of such termination.

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

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

**13.2. Termination for Convenience of the City.** The City may terminate this Contract at any time for the convenience of the City, by a notice in writing from the City to the Consultant. If this Contract is terminated by the City as provided herein, the Consultant will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Consultant covered by this Contract, less payments of compensation previously made.

**13.3. Termination for Non-Appropriation or Lack of Funding.** The Consultant acknowledges that the City is a municipal corporation and that this Contract is subject to the appropriation of funds by the City sufficient for this Contract for each budget year in which this Contract is in effect. The Consultant therefore agrees that the City shall have the right to terminate this Contract in whole or in part without penalty in the event sufficient funds to provide for City payment(s) under this Contract is not appropriated, not authorized or not made available pursuant to law, or such funding has been reduced pursuant to law.

**13.3.1 Effects of Non-Appropriation.** If funds to enable the City to effect continued payment under this Contract are not appropriated, authorized or otherwise made available by law, the City shall have the right to terminate this Contract without penalty at the end of the last period for which funds have been appropriated, authorized or otherwise made available by law by giving written notice of termination to the Consultant.

**13.3.2 Effects of Reduced Levels of Funding.** If funding is reduced by law, or funds to pay the Consultant for the agreed to level of the products, services and functions to be provided by the Consultant under this Contract are not appropriated, authorized or otherwise made available by law, the City may, upon seven (7) calendar days written notice to the Consultant, reduce the level of the products, services or functions in such manner and for such periods of time as the City may elect. The charges payable under this Contract shall be equitably adjusted to reflect such reduced level of products, services or functions and the parties shall be afforded the rights set forth in this Contract.

**13.3.3 No Payment for Lost Profits.** In no event shall the City be obligated to pay or otherwise compensate the Consultant for any lost or expected future profits.

**13.4. Rights Upon Cancellation or Termination.**

**13.4.1 Termination for Cause.** In the event the City terminates this Contract for cause, the Consultant shall relinquish to the City any applicable interest, title and ownership including, but not limited to, perpetual use of any proprietary rights in and to the documents, data, studies, reports, specifications, deliverables, etc. provided to, in possession of, and properly invoiced and paid for by (except to the extent such invoiced amount is disputed) the City. With regard to third party products, the Consultant shall transfer all licenses to the City which the Consultant is permitted to transfer in accordance with the applicable third party license. The City shall have no financial obligation to compensate the Consultant for such terminated documents, data, studies, reports, specifications, deliverables, etc. unless payment is otherwise approved by the City prior to such termination. The Consultant shall be liable for costs incurred by the City, including but not limited to reasonable attorney fees and all court awarded fees and costs incurred in terminating this agreement in whole or in part.

**13.4.2 Termination for Lack of Funding or Convenience.** In the event of termination of this Contract by the City for lack of funding or convenience, the City shall pay the Consultant for all documents, data, studies, reports, specifications, deliverables, etc. (including any holdbacks), installed and delivered to the City as of the Termination Date and the Consultant shall relinquish to the City any applicable interest, title and ownership including, but not limited to perpetual use of any proprietary rights in and to said documents, data, studies, reports, specifications, deliverables, etc. in possession of and paid

for by the City (except to the extent any invoiced amount is disputed). The Consultant shall be required to exercise commercially reasonable efforts to mitigate damages. In the event of a termination for Lack of Funding or Convenience the City and the Consultant may negotiate a mutually acceptable payment to the Consultant for reasonable demobilization expenses. Said demobilization expenses, if any, shall be handled in accordance with the provision of this Contract pertaining to Changes in the Work.

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

**13.4.4 Assumption of Subcontracts.** In the event of termination of this Contract, the City shall have the right to assume, at its option, any and all subcontracts for products, services and functions provided exclusively under this Contract, and may further pursue completion of the work under this Contract by replacement contract or otherwise as the City may in its sole judgment deem expedient.

**13.4.5 Delivery of Documents.** In the event of termination of this Contract, **(i)** the Consultant shall promptly deliver to the City, in a manner reasonably specified by the City, all labor, services, equipment, materials, reports, plans, specifications, deliverables, incidentals, etc. and other tangible items furnished by, or owned, leased, or licensed by, the City, and **(ii)** the City shall pay the Consultant for all services performed and deliverables completed and accepted (pro-rated for deliverables partially completed) prior to the effective date of the termination (except to the extent any invoice amount is disputed).

**14. Ownership of Instruments of Professional Services.** The City acknowledges the Consultant's documents, data, studies, reports, specifications, deliverables, etc. created and to be created pursuant to this Contract, including electronic files, are Instruments of Professional Services. Nevertheless, the final Instruments of Professional Services, including, but not limited to documents, data, studies, reports, specifications, deliverables, etc. prepared for the City under this Contract shall become the property of the City upon City payment for that Instrument of Professional Services and the City reserves the right to use the Instruments of Professional Services.

**15. Force Majeure.** Neither the Consultant nor the City shall be held responsible for delays or be considered to be in breach of this Contract or be subject to liquidated damages when their respective obligations under this Contract are caused by conditions beyond their control, including without limitation:

**15.1.** Acts of God, such as severe acts of nature or weather events including floods, fires, earthquakes, hurricanes, cyclones, or explosions;

**15.2.** war, acts of terrorism, acts of public enemies, revolution, civil commotion or unrest, riots, pandemics or epidemics;

**15.3.** acts of governmental authorities such as expropriation, condemnation, changes of law and order or regulations, proclamation, ordinance, or other governmental requirement;

**15.4.** strikes and labor disputes; and

**15.5.** certain accidents including but not limited to hazardous, toxic, radioactive or nuclear contamination spills, contamination, combustion or explosion, which prevent a Party from fulfilling their obligations or otherwise render performance under the Contract impossible.

Upon cessation of work for reason of force majeure delays, the Party(ies) whose obligations are affected shall use their best efforts to meet their obligations under this Agreement.

**16. Subcontracting.** The Consultant shall not, without the prior written approval of the City, subcontract, in whole or in part, any of the Consultant's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of the Consultant and shall name the City as an additional insured party and said subcontractors shall deliver to the City a certificate of insurance evidencing such coverages. All subcontractors shall comply with all Federal, State and Local, laws, regulations and ordinances but such requirement shall not relieve the Consultant from its requirement that all work and services provided or required hereunder shall comply with all Federal, State and Local, laws, regulations and ordinances.

**16.1.** The Consultant shall be as fully responsible to the City for the acts and omissions of the Consultant's subcontractors, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Consultant.

**17. Assignability.** The Consultant shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City; provided, however, that claims for money due or to become due the Consultant from the City under this Contract may be assigned to a bank, trust, company, or other financial institution, or to a Trustee in Bankruptcy, without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

**18. Audit.** The City reserves the right to audit the Consultant's books of account in relation to this Contract any time during the period of this Contract or at any time during the twelve month period immediately following the closing or termination of this Contract. In the event the City elects to make such an audit, the Consultant shall immediately make available to the City all records pertaining to this Contract, including, but not limited to, payroll records, bank statements and canceled checks.

**19. Risk of Damage and Loss.** The Consultant shall be solely responsible for causing the timely repair to and/or replacement of, City property or item(s) intended to become City property hereunder, where the need for repair or replacement was caused by the Consultant, by someone under the care and/or control of the Consultant, by any subcontractor of the Consultant, or by any shipper or delivery service. The Consultant shall be solely responsible for all costs and expenses, including but not limited to shipping, delivery, insurance, etc. associated with the foregoing repair and replacement obligation. Further, the Consultant shall be solely responsible for securing the City's written acceptance of all completed repairs and replacements required hereunder. The City hereby retains sole discretion to determine whether a repair or a replacement is the proper remedy.

**20. Interest of Consultant.** The Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, in the project or any parcel of land therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Consultant further covenants that in the performance of this Contract no person having any such interest shall be employed.

**21. Entire Agreement.** This Contract shall constitute the complete and exclusive statement of the contract between the parties as it relates to this transaction and supersedes all previous agreements and understandings, whether written or oral, relating to such subject matter. Any amendment to this Contract must be in writing and agreed to and executed by the City and the Consultant.

**22. Independent Contractor Relationship.** The relationship between the City and the Consultant is that of client and independent contractor. No agent, employee, or servant of the Consultant shall be deemed to be an employee, agent or servant of the City. The Consultant shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract. It is the express intention of the parties hereto, and the Consultant hereby agrees and covenants, that it and any and all third party(ies) and subcontractor(s) retained by the Consultant hereunder is/are not and shall not be deemed an employee of the City of Waterbury, but is/are and shall remain an independent contractor relative to the City and that nothing herein shall be interpreted or construed as creating or establishing the relationship of employer-employee between the City of Waterbury and the Consultant or between the City of Waterbury and any third party(ies) or subcontractor(s). Thus, the Consultant hereby covenants that it, its subcontractor(s) and third party(ies) shall not be entitled to the usual characteristics of employment, such as income tax withholding, F.I.C.A. deductions, pension or retirement privileges, Workers Compensation coverage, health benefits, etc. and that the Consultant shall be solely and entirely responsible for its acts and the acts of its agents, employees, servants, representatives, subcontractors and third party(ies).

**23. Severability.** Whenever possible, each provision of this Contract shall be interpreted in such a manner as to be effective and valid under applicable law. If any provision of this Contract, however, is held to be prohibited or invalid under applicable law, such provision shall be deemed restated to reflect the original intentions of the parties, as nearly as possible in accordance with applicable law, and if capable of substantial performance, the remaining

provisions of this Contract shall be enforced as if this Contract was entered into without an invalid provision. If the ruling and/or controlling principle of law or equity leading to the ruling is subsequently overruled, modified or amended by legislation, judicial or administrative action, then the provision(s) in question as originally set forth in this Contract shall be deemed valid and enforceable to the maximum extent permitted by the new controlling principal of law or equity.

**24. Survival.** Any provisions of this Contract that impose continuing obligations on the parties shall survive the expiration or termination of this Contract for any reason.

**25. Contract Change Orders.**

**25.1.** At the sole discretion of the City, a Change Order may be issued solely by the City to modify an existing party obligation set forth in this Contract where the scope of the Change Order is:

**25.1.1** within the scope of the original Contract OR is made pursuant to a provision in the original Contract, AND

**25.1.2** the Change Order monetary cost is charged solely against those funds encumbered for and at the time the Contract was originally executed by the City, that is those funds set forth in the original Contract as a not to exceed payment amount OR within the original Contract's contingency / allowance / reserve amount (if any is stated therein), AND

**25.1.3** the Final Completion Date has not been changed.

**25.2.** Notwithstanding the foregoing subsection 25.1, a Change Order shall not include:

**25.2.1** an upward adjustment to a Consultant's payment claim, or

**25.2.2** a payment increase under any escalation clause set forth in the original contract, or any Change Order, or any amendment.

**25.3.** That the work and/or services contemplated are necessary does not, in itself, permit a Change Order. Should the need for a Change Order arise, the request shall be reviewed, and if agreed to, approved by the City's Using Agency and any City designated representative(s). To be binding and enforceable, a Change Order shall thereafter be signed by both the Consultant, any City designated representative(s), and a duly authorized representative of the City's Using Agency prior to the Consultant's delivery of the services, etc. contemplated in said Change Order. All Change Orders are governed by the provisions of this Contract. Any contract change NOT fully complying with this Section 25 shall be effectuated solely by an amendment to this Contract complying with Section 38.073 of the City's "Centralized Procurement System" ordinance.

**26. Conflicts or Disputes.** This Contract represents the full and complete concurrence

between the City and the Consultant and governs all disputes between them. In the instance of a conflict or dispute over issues not specifically referenced within the Contract, the following documents shall be used as historical documents. Without regard to the order of precedence, to resolve such conflicts or disputes, the historical documents are **(i)** the Consultant's cost proposal.

**26.1. Procedure.** This procedure supersedes all statements to the contrary occurring either in proposals or other prior agreements, oral or written, and all other communications between the parties relating to this subject.

**26.2. Presumption.** This Contract or any section thereof shall not be construed against any party due to the fact that the Contract or any section thereof was drafted by such party.

**27. Disputes; Legal Proceedings; Waiver of Trial by Jury and Continued Performance.** The Consultant agrees that its waives a trial by jury as to any and all claims, causes of action or disputes arising out of this Contract or services to be provided pursuant to this Contract. Notwithstanding any such claim, dispute or legal action, the Consultant shall continue to perform services under this Contract in a timely manner, unless otherwise directed by the City.

**28. Binding Agreement.** The City and the Consultant each bind themselves, and their successors, assigns and legal representatives to the other party to this Contract and to the successors, assigns and legal representatives of such other party with respect to all covenants of this Contract.

**29. Waiver.** Any waiver of the terms and conditions of this Contract by either of the parties hereto shall not be construed to be a waiver of any other term or condition of this Contract.

**30. Governing Law and Choice of Forum.** This Contract shall be construed in accordance with the terms and conditions set forth in this Agreement and the law of the State of Connecticut without regard to choice or conflict of laws principals that would cause the application of any other laws. Any dispute or controversy arising out of or relating to this Contract or otherwise shall be determined by a court of competent jurisdiction in Waterbury, CT (or the Federal Court otherwise having territorial jurisdiction over such City and subject matter jurisdiction over the dispute, and not elsewhere.

**31. Notice.** Except as otherwise specifically prohibited in this Contract, whenever under this Contract approvals, authorizations, determinations, notices, satisfactions or waivers are required or permitted, such items shall be effective and valid only when given in writing signed by a duly authorized officer of the City's Using Agency or the Consultant, and delivered in hand or sent by mail, postage prepaid, to the party to whom it is directed, which until changed by written notice, are as follows:

Consultant: The Mattatuck Historical Society
144 West Main Street

Waterbury, CT 06702

City: The City of Waterbury
Attn: Education Department
236 Grand Street
Waterbury, CT 06702

With a copy to: Office of the Corporation Counsel
City Hall Building
235 Grand Street, 3rd Floor
Waterbury, CT 06702

**32. City Code of Ordinances, Ethics and Conflict of Interest Code, Provisions.**
The Person (the term "Person" shall herein be as defined in Section 38 of the City's Code of Ordinances) supplying the documents, data, studies, reports, specifications, deliverables, etc. under this Contract shall comply with all applicable Federal, State and Municipal statutes, regulations, charters, ordinances, rules, etc. whether or not they are expressly stated in this Contract, including but not limited to the following:

**32.1.** It shall be a material breach of this Contract, and, except as may be permitted by regulations or rulings of the City of Waterbury Board of Ethics it shall be a violation of the City's Code of Ordinances, for any Public Official, City Employee or Member of a Board or Commission who is participating directly or indirectly in the procurement process as set forth in the City's Code of Ordinances, including those participating in exempt transactions, to become or be the employee of any person contracting with the governmental body by whom the Official, Employee, or Board or Commission member is employed or is a member.

**32.2.** It shall be a material breach of this Contract, and it shall be a violation of the City's Code of Ordinances for any Person to offer, give, or agree to give any current or former Public Official, Employee or Member of a Board or Commission, or for such current or former Public Official, Employee or Member of a Board or Commission to solicit, demand, accept or agree to accept from another Person, a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a Contract or Purchase Order, or to any solicitation or proposal therefore.

**32.3.** It shall be a material breach of this Contract and it shall be a violation of the City's Code of Ordinances for any payment, Gratuity, or offer of employment to be made as an inducement for the award of a subcontract or order, by or on behalf of a subcontractor, the prime Consultant or higher tier subcontractor or any Person associated therewith, under a Contract or Purchase Order to the City.

**32.4.** The value of anything transferred or received in violation of the City's Charter, Code of Ordinances, and/or regulations promulgated there under, by any Person subject to said Charter and/or Ordinances may be recovered by the City.

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

**32.6.** It shall be a material breach of this Contract and it shall be a violation of the City's Code of Ordinances for a Person to be retained, or to retain a Person, to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee; and every Person, before being awarded a City contract, shall deliver to the City, on a City authored form, a representation that such Person has not retained anyone in violation of this subsection 32.6, the failure to deliver said form being a material breach of this Contract and a violation of the City's Code of Ordinances. Note, however, this subsection 32.6 shall not apply to full-time Employees who, as a condition of their employment, may be entitled to bonuses or other fees in accordance with their employment relationship.

**32.7.** The Person hereby expressly represents that he/she/it has complied with those sections of the City's Code of Ordinances requiring that said Person has **(i)** delivered to the City an affidavit, on a City authored form, stating that the Person and its affiliates have no delinquent taxes or other financial obligations owned to the City; **(ii)** filed the City authored financial disclosure statement form as set forth in the City's Code of Ordinances regarding disclosure of financial interests; **(iii)** delivered to the City a written acknowledgement, on a City authored form, evidencing receipt of a copy of the "Ethics and Conflict of Interest" ordinance for the City of Waterbury and hereby expressly represents that said Person is in full compliance with the entirety of said Code of Ordinances; and **(iv)** filed a current list of all taxable personal and real property as required by the State of Connecticut General Statutes. Any violation of this subsection 32.7 shall be deemed a material breach of this Contract and shall be a violation of the City's Code of Ordinances.

**32.8.** The definitions set forth in the City's Code of Ordinances shall be the primary source for interpretation of the forgoing subsections 32.1-32.7.

**32.9.** The Consultant is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, all relevant provisions of the City's Charter and all relevant provisions of the City's Code of Ordinances, including without limitation Chapters 93, titled "Discriminatory Practices", Chapter 38 titled "Centralized Procurement System", and Chapter 39 titled "Ethics and Conflict of Interest", of said

Code as may be amended from time to time.

**32.10.** The Consultant hereby acknowledges receipt of a copy of the Chapters 38 and 39 of City's Ordinance regarding Procurement, Ethics, and Conflicts of Interest and has familiarized itself with said Code and hereby agrees to adhere to said Code. The text of Chapters 38 and 39 of said Code may be obtained from the Office of the City Clerk of the City and on the internet at the City Clerk's web site: https://www.waterburyct.org/services/city-clerk/code-of-ordinances [click link titled "Code of Ordinances (*Rev. 12/31/19)*". For Chapter 38, click on "Title III: Administration", then click on "Chapter 38: Centralized Procurement System". For Chapter 39, click on "Title III: Administration", then click on "Chapter 39: Ethics And Conflicts of Interest"]

**32.11.** The Consultant is hereby charged with the requirement that it shall have knowledge of, and shall fully comply with, the City's Ordinance Sections 34.15 through 34.99 entitled, "Ordinance Concerning the Hiring of Waterbury Residents on Certain Publicly-Funded Construction Projects" and the State of Connecticut Legislature's Special Act No. 01-1.

**32.12.** Every Person who conducts business with, contracts, with or provides commodities or services to the City, is charged with notice of the extent of the powers and authority, and the limitations thereon, of the Public Officials and Employees of the City, as set forth in the charter of the City, the Code of Ordinances and any Regulations or Policies pertaining thereto. In particular, and without implying any limitation as to its applicability, it applies to all Persons who participate in the procedures pertaining to the Centralized Procurement System as set forth in Chapter 38, and the Ethics and Conflict of Interest provisions set forth in Chapter 39 of the Code of Ordinances.

**32.13. INTEREST OF CITY OFFICIALS.** No member of the governing body of the City, and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the carrying out of the Project to which this Contract pertains shall have any personal interest, direct or indirect, in this Contract.

**32.14. PROHIBITION AGAINST CONTINGENCY FEES.** The Consultant hereby represents that it has not retained anyone to solicit or secure a contract with the City upon an agreement or understanding for a commission, percentage, brokerage or contingency fee.

**32.15. FREEDOM OF INFORMATION ACT NOTICE.** Pursuant to State statute, in the event the total compensation payable to the Consultant set forth in Section 6 herein is greater than $2,500,000.00, the City is entitled to receive a copy of any and all Consultant records and files related to the performance of this Contract and those records and files are subject to the Freedom of Information Act ("the Act") and may be disclosed by the City pursuant to the Act.

**(Signature page follows)**

**IN WITNESS WHEREOF**, the Parties hereto execute this Contract on the dates signed below.

**WITNESSES:**

Sign:_____
Print name:

Sign:_____
Print name:

**CITY OF WATERBURY**

By:_____
Paul K. Pernerewski, Jr.
Its Mayor

Date: _____

**WITNESSES:**

Sign: Lillian Prescott
Print name: LILLIAN PRESCOTT

Sign:_____
Print name: Quinn Fabas-Smith

**THE MATTATUCK HISTORICAL SOCIETY**

By: Robert Burns

Its: Executive Director

Date: 9/30/24

## Attachment A

1. Scope of service consisting of one (1) page; and
2. Consultant's cost proposal consisting of one (1) page

# INVOICE

Mattatuck Museum
144 West Main Street
Waterbury CT 06702
203-753-3081 x134
nicole@mattmuseum.org

Invoice No : 08212024
Date : 8/21/2024
Customer ID : City of Wtby

Due Date June 10, 2025

PO # TBD

| Estimated Qty | Description | Unit Price | Line Total |
|---|---|---|---|
| 22 | Elementary Schools | $1,000.00 | $ 22,000.00 |
| 3134 | Grades 3 & 4 Students | $10.00 | $ 31,340.00 |

| | |
|---|---|
| Subtotal | $ 53,340.00 |
| Sales Tax @ 6.50% | N/a |
| **TOTAL** | $ 53,340.00 |

Make all checks payable to Mattatuck Museum.

THANK YOU FOR YOUR BUSINESS!

# Scope of Service

For over 50 years, the Mattatuck Museum has collaborated with the City of Waterbury to provide annual school tours for elementary students. This initiative involves the Museum's Education Coordinator reaching out to the principals of the 22 elementary schools at the end of August and the beginning of September to obtain an updated list of third and fourth-grade teachers, including their names and email addresses.

The Education Coordinator schedules approximately 123 tours, typically conducting three tours simultaneously on Tuesdays, Thursdays, and Fridays from the first week in October through the end of April, with additional makeup dates in late April or early May. The proposed tour dates are communicated to the principals for confirmation of compatibility with the schools' and teachers' schedules, after which confirmed dates are communicated to the teachers. Subsequently, the Education Coordinator submits bus requests to Durham Bus Services for each scheduled tour.

Prior to the field trips, reminders are sent to both teachers and the Durham Bus Services to ensure readiness. The Museum's educational team consists of three staff members and a group of ten docents, who coordinate coverage for the tours.

Upon arrival at the Museum, teachers complete a half-sheet detailing their name, school, tour date, grade, and the number of attending students. This document is signed by the teacher and collected by the Education Coordinator at the end of the tour. The Coordinator then scans the half-sheets to provide documentation for the Finance Department, which is necessary for the monthly invoice to the City of Waterbury.

At the end of each month, an invoice is generated that includes the number of students served by grade and date, along with a notation of whether it was the school’s first visit of the year (which incurs a flat fee), and the attendance sheet is forwarded to the Finance Department of the City. The City processes the invoice, typically issuing payment to the Museum within one to two months of submission.

#7

# COMMITTEE ON BUILDINGS AND SCHOOL FACILITIES

**WORKSHOP:** **Thursday, October 3, 2024**
**BOARD MEETING:** **Thursday, October 17, 2024**

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, at no charge, by the following school organizations and/or City departments:

| GROUP | FACILITIES AND DATES/TIMES |
|---|---|
| A Garcia | Crosby aud.: Oct. 11th & 12th 7am-2pm<br>(Hispanic Celebration) |
| N. Toucet | WAMS atrium: Tues., Oct. 15th 5:00-7:00 pm<br>(School Choice Fair) |
| E. Lanza | Gilmartin café: Tues., Oct. 18th 5:30 – 7:00 pm<br>(Parent – Teacher (PTO) meeting) |
| A Polanco | Wallace aud..& café: Tuesday, Oct. 29th 2:30 – 4:00 pm<br>(Hispanic Heritage Month event) |
| M. Monroe | Rotella aud.: Friday, Jan. 10th 9:05am – 3:20 pm<br>(Share Day for Drumming Resident) |
| K. Punter | Career Academy café: Wed., Oct. 16th 5:30 - 7:30 pm<br>(Spanish speaking event for parents)<br>Career Academy café: Wed., Nov. 20th 9:00am – 10:30am<br>(coffee with counselors/small group of parents)<br>Career Academy café: Thurs., April 3rd 9:00am – 10:30am<br>(coffee with counselors/small group of parents)<br>Career Academy gym: Sunday, Nov. 17th 12:00pm – 6:00pm<br>(Escape alive survival skills class) |
| A Magliaro | WAMS atrium: Friday, Nov. 8th 7:00am – 12:-00pm<br>(Pep Rally)<br>WAMS atrium: Friday, Nov. 8th 12:00pm – 10:30pm<br>(Homecoming Dance)<br>WAMS dance studio/Apron Stage: Jan. 6th thru April 1st Tues. & Thurs. 2:00-5:00 pm (dance rehearsals for spring musical "Pippin")<br>WAMS apron stage: Jan. 6th thru April 6th 2:00-5:00pm<br>Monday thru Thursday (rehearsal for "Pippin") |

| | |
|---|---|
| M. Labbe | WAMS atrium: Friday, Oct. 18th 5:30 – 9:00 pm<br>(PTSO high school Halloween Dance)<br>WAMS atrium: Friday, Oct. 25th 5:00 – 8:30pm<br>(PTSO middle school Halloween Dance) |
| M. Grove | Crosby/Wallace café: Saturday, April 5th 6:00 am – 8:00 pm<br>(International Academic competition/Regional event)<br>Crosby Wallace aud. & gym: Thursday, May 22nd 6am- 2pm<br>(Academy Awards & Showcase) |
| D Gothbowski | Career Academy café & gym: Friday, Nov. 22nd 6:00 – 10:00 pm<br>(Homecoming) |
| J. Linares | Career Academy gym: Thursday, Nov. 7th 5:00 – 7:30 pm<br>(financial Aid Night for senior students & parents) |
| Registrar of Voters<br>A Desjardins | Tuesday, November 5th 5:00 AM to 9:00 PM<br>(list of schools attached) |
| J. Farrell | WAMS rm. 103 : 10/6, 12/17, 1/21, 3/11, 4/22 5:30-7:30 PM<br>(Paint Night / National Honor Society) |
| J. Mulhern | Tinker gym: Friday, Oct. 25th 6:00-8:00 pm<br>(PTO Fall Festival) |
| M. Pogodzienski | West Side media ctr.: Fri., Nov. 1st 3:15 – 5:00 pm<br>(First Aid & CPR training for after school teaching & adm. Staff) |
| M. Rocco | W.Cross café: Fri., Oct. 18th 4:30 – 8:00 pm<br>(Safari Math Literacy Family Bingo Night) |
| M. Rocco | W. Cross gym & café: Friday, Oct. 11th 4:30 – 8:30pm<br>(Hispanic Heritage Family Trivia night) |
| T. Afable | Gilmartin café: Friday, Nov. 8th 3:30 – 8:00 pm<br>(Bingo Night for families) |
| C. Swain | WAMS media ctr.: Saturday, Oct. 12th 8:15am to 2:00pm<br>(Special BOE meeting) |
| M. Merati | Career Academy café/rms.: Wed., Dec. 4th 8:00am – 3:30pm<br>(Professional Development-teachers & staff) |
| V. Demirali | Sprague gym: Friday, October 18th 5:00-7:30 pm<br>(Family Cultural Night) |
| M. Labbe | WAMS atrium: Saturday, December 7th 8:00AM – 10:00PM<br>Vendor Fair 8am – 3pm and Quarter Auction 3pm – 10pm |
| E. Devin | Carrington Learning Park/C. Zorsky Playground : Wed., Oct. 9th<br>3:00 – 7:00pm (multiple schools community day event (rain date: 10/16/25) |

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/23/24

TO: SCHOOL BUSINESS OFFICE

FROM: Dina Garcia

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

NAME OF SCHOOL REQUESTED: Crosby HS

☒ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 10/10 & 10/11/2024

FROM: 7 am/pm TO: 2 am/pm

FOR THE FOLLOWING PURPOSES:

Hispanic H. celebration

Dina Garcia
APPLICANT

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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.

Yeah

# SCHOOL PERSONNEL USE ONLY

DATE: 9/20/24

TO: SCHOOL BUSINESS OFFICE

FROM: Nyree Tourcet
College & Career Readiness

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms ☑ Atrium

DATES REQUESTED: 10/15/24

FROM: 5:00 am/(pm) TO: 7:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

School Choice Fair

* NEED
15 Rectangle Tables
30 Chairs

N. Tourcet
APPLICANT

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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.

Yes for

# SCHOOL PERSONNEL USE ONLY

DATE Thursday, Sept 19, 2024

TO SCHOOL BUSINESS OFFICE

FROM Gilmartin

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

NAME OF SCHOOL REQUESTED: Gilmartin Elementary School

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: Tuesday, October 8th, 2024

FROM: 5:30 am/(pm) TO: 7:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Gilmartin Parent-Teacher Org. (PTO) meeting.

Erika Garza
APPLICANT

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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.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/19/24

TO: SCHOOL BUSINESS OFFICE

FROM: Anabel Polanco

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

NAME OF SCHOOL REQUESTED: Wallace M. School

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: October 29, 2024

FROM: 2:30 am/(pm) TO: 4:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Hispanic Heritage Month Event.

Anabel Polanco
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.

$1,800

# SCHOOL PERSONNEL USE ONLY

DATE: 9/17/24

TO: SCHOOL BUSINESS OFFICE

FROM: Mary Monroe

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

NAME OF SCHOOL REQUESTED: Rotella

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: January 10th 2025

FROM: 905 am/pm TO: 3:20 am/pm

FOR THE FOLLOWING PURPOSES:

Share Day for Drumming Resident

Mary Monroe
APPLICANT

DURING SCHOOL DAY

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.

Ok

# SCHOOL PERSONNEL USE ONLY

DATE: 9/13/2024

TO: SCHOOL BUSINESS OFFICE

FROM: WCA/Keisha Punter

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: Oct 16

FROM: 5:30 am/(pm) TO: 7:30 pm am/pm

FOR THE FOLLOWING PURPOSES:

Hablemos - Spanish speaking only event for Parents.

Keisha Punter
APPLICANT

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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.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/13/2024

TO: SCHOOL BUSINESS OFFICE

FROM: WCA / Keisha Punter

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 11/20/2024

FROM: 9 (am)/pm TO: 10:30 (am)/pm

FOR THE FOLLOWING PURPOSES:

Coffee w/ Counselor
small group of parents 10-15

Keisha Punter
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.

During School - Hours

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/13/2024

TO: SCHOOL BUSINESS OFFICE

FROM: WCA / Keisha Punter

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: April 3, 2025

FROM: 9 (am)/pm TO: 10:30 (am)/pm

FOR THE FOLLOWING PURPOSES:

Coffee w/ Counselors.
small group of parents (10-15) invited to chat w/ counselors.

Keisha Punter
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.

Mowtk

# SCHOOL PERSONNEL USE ONLY

DATE: 9/13/2024

TO: SCHOOL BUSINESS OFFICE

FROM: WCA / Krisha Punter

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: November 17

FROM: 12:00 am/(pm) TO: 6 pm am/(pm)

FOR THE FOLLOWING PURPOSES:

Escape Alive Survival Skills Class. 4 hour class for women and girls (12 and older) designed to give them a fighty chance in case of an attack.

Krisha Punter
APPLICANT

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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

DATE: 9/13/24

TO: SCHOOL BUSINESS OFFICE

FROM: Ms. MAGLIARO

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

NAME OF SCHOOL REQUESTED: WAMS ATRIUM

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 11/8/24

FROM: 7 (am)/pm TO: 12 (am)/pm Pep Rally
ALL DAY- ~~8~~

Homecoming Dance set up @ 12pm + the dance ends @ 10:30 pm ~~PSA~~

FOR THE FOLLOWING PURPOSES:

School wide Pep Rally during the day and Homecoming Dance at night. Both events hosted by the Class of 2025

Alicia Magliaro
APPLICANT

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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.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/15/24

TO: SCHOOL BUSINESS OFFICE

FROM: MS. MAGLIARO

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

NAME OF SCHOOL REQUESTED: WAMS

☑ SMALL DANCE STUDIO

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: 1/6 - 4/1/25, Tuesday and Thursdays

FROM: 2 am/(pm) TO: 5 am/(pm)

FOR THE FOLLOWING PURPOSES:

Dance Rehearsal space for the Spring musical "PIPPIN"
will also use Apron stage.

Alicia Taglieri
APPLICANT

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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.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/15/24

TO: SCHOOL BUSINESS OFFICE

FROM: MS. MAGLIARO

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

☑ APRON STAGE

DATES REQUESTED: 12/16 + 12/17 (Auditions) 1/6/25 - 4/6/25 Monday-Thursday

FROM: 2 am/pm TO: 5 am/pm

FOR THE FOLLOWING PURPOSES:

Rehearsal for the SPRING musical "PIPPIN" and performance dates.

Alicia Magliaro
APPLICANT

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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

DATE: 9/16/2024

TO: SCHOOL BUSINESS OFFICE

FROM: Melissa Labbe - WAMS PTSO

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms ATRIUM

DATES REQUESTED: 10/18/2024

FROM: 5:30 am/(pm) TO: 9:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

WAMS PTSO High School Halloween Dance

Melissa E Labbe
APPLICANT

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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.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/16/2024

TO: SCHOOL BUSINESS OFFICE

FROM: Melissa Labbe - WAMS PTSO

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms ATRIUM

DATES REQUESTED: 10/25/2024

FROM: 5:00 am (pm) TO: 8:30 am (pm)

FOR THE FOLLOWING PURPOSES:

WAMS PTSO Middle School Halloween Dance.

Melissa E. Labbe
APPLICANT

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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.

Hook

# SCHOOL PERSONNEL USE ONLY

DATE: 9/12/24

TO: SCHOOL BUSINESS OFFICE

FROM: Melinda Grove

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

NAME OF SCHOOL REQUESTED: Wallace/Crosby

☒ Auditorium (CROSBY) ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms (Wallace cafe)

DATES REQUESTED: Saturday, April 5, 2025

FROM: 6:00 (am)/pm TO: 8:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

International Academic Competition - Regional Event

Melinda Grove
APPLICANT X37081
203.996.8937

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.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/12/24

TO: SCHOOL BUSINESS OFFICE

FROM: Melinda Grove

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

NAME OF SCHOOL REQUESTED: Wallace/Crosby

☒ Auditorium ☒ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Thur, May 22

FROM: 6:00 (am)/pm TO: 2:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Academy Awards + Showcase

Melinda Grove
APPLICANT X37011
or 203.996.8937 (cell)

During School Hours

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.

Yours

# SCHOOL PERSONNEL USE ONLY

DATE: 9/10/24

TO: SCHOOL BUSINESS OFFICE

FROM: WCA - D. Gotlubowski

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

NAME OF SCHOOL REQUESTED: Waterbury Career Academy

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: November 22 2024

FROM: 6 am/pm TO: 10 am/pm

FOR THE FOLLOWING PURPOSES:

Homecoming. We will be setting up early and hosting HoCo @ WCA until 10pm Food will be served.

D. Gotlubowski
APPLICANT

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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.

Police Extra Duty = 203 574 6963

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/10/24

TO: SCHOOL BUSINESS OFFICE

FROM: Jennifer Linares

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Thursday, November 7th

FROM: 5:00 am/pm TO: 7:30 am/pm

FOR THE FOLLOWING PURPOSES:

Financial Aid Night for senior students and parents

Jennifer Linares
APPLICANT

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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

DATE: 9-5-24

TO: SCHOOL BUSINESS OFFICE

FROM: Registrar of Voters

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR USE OF SCHOOL FACILITIES (AFTER REGULAR SCHOOL HOURS) AS FOLLOWS:

NAME OF SCHOOL REQUESTED: See Attached

☐ AUDITORIUM ☐ GYMNASIUM ☐ SWIMMING POOL ☐ CAFE/ROOMS

DATES REQUESTED: Tuesday, Nov. 5th 2024

FROM 5:00 (am)/pm TO 9:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Presidential Election

APPLICANT /SMC

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 police and fire headquarters.



DEPARTMENT OF REGISTRARS OF VOTERS

**THE CITY OF WATERBURY**

CONNECTICUT

September 1, 2024

Board of Education Members
236 Grand Street
Waterbury, Ct 06702

Dear Board of Education Members:

I am writing to request the use of the following schools for the November Presidential Election which will take place on Tuesday November 5th. We will need to be in the facility starting at 5:00 am on the day of the election. Please bring any concerns to my attention as soon as possible so they may be addressed in adequate time.

| | | |
|---|---|---|
| Kennedy High School | Regan Elementary | Crosby High School |
| Gilmartin Elementary | Carrington School | Tinker Elementary |
| Kingsbury Elementary | Maloney School | Reed School |
| Sprague Elementary | Waterbury Career Academy | Chase Elementary |
| Wendell Cross Elementary | International Dual Language School | |

Our office would also kindly ask that the name and cell phone number of the Maintainer, who is responsible for opening the building, be given to our office prior to the election

Feel free to contact us should you have any questions.

Sincerely

Alexandra Desjardins
Registrar of Voters

Yook

# SCHOOL PERSONNEL USE ONLY

DATE: 9/~~20~~13/2024

TO: SCHOOL BUSINESS OFFICE

FROM: WCA/Keisha Punter/PL

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

NAME OF SCHOOL REQUESTED: WCA

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: 9/25/2024

FROM: 5 am/~~pm~~ TO: 7:30 am/~~pm~~

FOR THE FOLLOWING PURPOSES:

Title I / PTSO meeting

Keisha Punter
APPLICANT

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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.



Notice sent to school 9/17

9

Yoote

# SCHOOL PERSONNEL USE ONLY

DATE: 9/20/24

TO: SCHOOL BUSINESS OFFICE

FROM: WAMS

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms 103

DATES REQUESTED: 10/8 12/17, 1/21, 3/11 4,22

FROM: 5 30 am/pm TO: 7 30 am/pm

FOR THE FOLLOWING PURPOSES:

Paint Night a/ NHS

APPLICANT

J. Farrell

---

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

DATE: 9/24/24

TO: SCHOOL BUSINESS OFFICE

FROM: Jacqueline Mulhern

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

NAME OF SCHOOL REQUESTED: B.W. Tinker

☐ Auditorium ☑ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Friday 10/25

FROM: 6 am/(pm) TO: 8 am/(pm)

FOR THE FOLLOWING PURPOSES:

PTO fall festival

Jacqueline Mulhern
APPLICANT

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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

DATE: September 25, 2024

TO: SCHOOL BUSINESS OFFICE

FROM: Marcy Pogodzienski - 21st Century/ARP ESSER/SDE After School Programs

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

NAME OF SCHOOL REQUESTED: West Side Middle School - Media Center

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

DATES REQUESTED: Friday, November 1, 2024

FROM: 3:15 PM am/pm TO: 6:00 PM am/pm

FOR THE FOLLOWING PURPOSES:

First Aid & CPR training for 21st Century/SDE after school teaching and administrative staff

Marcy Pogodzienski
APPLICANT

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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.

Took

# SCHOOL PERSONNEL USE ONLY

DATE:
Sept.25, 2024

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco /Devan Eason

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool

☐ Café/Rooms/Library ☐ Outside Parking Lot

DATES REQUESTED: October 18, 2024

FOR THE FOLLOWING PURPOSES:

Safari Math Literacy BOOST Family BINGO Night From 4:30-8pm Set-up 4:30-6, BINGO 6-7:30pm Clean-up 7:30-8pm

Devan Eason/BOOST
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.

# SCHOOL PERSONNEL USE ONLY

DATE: 9-25-24

TO: SCHOOL BUSINESS OFFICE

FROM: Margaret Rocco

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

NAME OF SCHOOL REQUESTED: Wendell Cross School

☐ Auditorium ☒ Gymnasium ☐ Swimming Pool

☒ Café/Rooms/Library ☐ Outside Parking Lot

DATES REQUESTED: Friday, October 11, 2024

FOR THE FOLLOWING PURPOSES:

Hispanic Heritage Family Trivia night from 4:30 - 8:30 PM 4:30 - 5:30 set up & 8 :00 to 8:30 clean up, event from 5:45 - 8:00pm

Margaret Rocco
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.

Mook

# SCHOOL PERSONNEL USE ONLY

DATE: Thursday, September 26 2024

TO: SCHOOL BUSINESS OFFICE

FROM: Gilmartin

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

NAME OF SCHOOL REQUESTED: Gilmartin Elementary School

☑ Auditorium ☐ Gymnasium ☐ Swimming Pool ☑ Café/Rooms

DATES REQUESTED: Friday, November 8th, 2024

FROM: 3:30 am/(pm) TO: 8:00 am/(pm)

FOR THE FOLLOWING PURPOSES:

Gilmartin x BOOST! Bingo Night for family engagement.

T. Affable
APPLICANT

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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.

Book

# REQUEST FOR USE OF SCHOOL FACILITIES

## School/City Personnel Use only

**TO:** S. McCasland, School Business Office

**FROM:** Carrie Swain, Clerk (name/title) Board of Education (school/department)

**DATE:** September 26, 2024

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

**NAME OF SCHOOL REQUESTED**: Waterbury Arts Magnet - Media Center

Media Center ☒ Gymnasium ☐ Swimming Pool ☐ Café ☐

Media Center needed for special meeting of the BOE on Saturday, October 12, 2024. Setup directors to follow.

**DATES REQUESTED:**

Saturday, October 12, 2024 from 8:15 a.m. to approximately 2:00 p.m.

**For the following purpose**: Special BOE Meeting.

September 26, 2024
Date

Carrie A. Swain
Applicant's Signature

**PLEASE NOTE THE FOLLOWING PROVISION**: When the public is invited to an activity, police and firemen are required. These arrangements must be made in person at police and/or fire headquarters.

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/27/24

TO: SCHOOL BUSINESS OFFICE

FROM: Michael Merati - CTE Department

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

NAME OF SCHOOL REQUESTED: Waterbury Career Academy

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms

DATES REQUESTED: 12/4/24

FROM: 8am am/pm TO: 330pm am/pm

FOR THE FOLLOWING PURPOSES:

District Professional Development day for teachers and staff

APPLICANT

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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.

Zook

# SCHOOL PERSONNEL USE ONLY

DATE: 9/27/2024

TO: SCHOOL BUSINESS OFFICE

FROM: Vjollca Demirali-Parent Liaison

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

NAME OF SCHOOL REQUESTED: Sprague Elementary

☐ Auditorium ☐x Gymnasium ☐ Swimming Pool ☐x Café/Rooms

DATES REQUESTED: 10/18/2024

FROM: 5:00pm TO: 7:30pm

FOR THE FOLLOWING PURPOSES:

Family Cultural Night

Vjollca Demirali-Parent Liaison

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.

C:\Users\bfoley\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\15871K53\SCHOOL reservation form.doc

Book

# SCHOOL PERSONNEL USE ONLY

DATE: 9/26/2024

TO: SCHOOL BUSINESS OFFICE

FROM: Melissa Labbe - WAMS PTSO

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

NAME OF SCHOOL REQUESTED: WAMS

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☒ Café/Rooms ATRIUM

DATES REQUESTED: 12/7/2024

FROM: 8 (am)/pm TO: 10 am/(pm)

FOR THE FOLLOWING PURPOSES:

WAMS Vendor Fair 8am - 3pm
WAMS Quarter Auction 3pm - 10pm

Melissa E. Labbe
APPLICANT

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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

DATE: 10/1/24

TO: SCHOOL BUSINESS OFFICE

FROM: NEMS - Evelynn Devin

The undersigned hereby makes application for use of school facilities (after regular school hours) as follows: Cynthia M. Zorsky Playground / Carrington Learning Park

NAME OF SCHOOL REQUESTED:

☐ Auditorium ☐ Gymnasium ☐ Swimming Pool ☐ Café/Rooms

X playground

DATES REQUESTED: Wednesday 10/9/24 (rain date 10/16/24)

FROM: 3 am/pm TO: 7 am/pm

FOR THE FOLLOWING PURPOSES:

Multiple schools community day event.

Evelynn Devin
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.

Touch A Truck

GET CERTIFIED INITIATIVE

CAREER ACADEMY, WAMS, WILBY,
NORTH END, BUCKS HILL, BUNKER HILL,
CARRINGTON, DRIGGS, MALONEY,
REGAN, SPRAGUE, WALSH,
& WILSON SCHOOLS
PRESENT:

# COMMUNITY DAY 2024

## OCTOBER 9TH 4:00 PM - 6 PM

@ CYNTHIA M. ZORSKY PLAYGROUND
ON KENMORE AVE IN WATERBURY
RAIN DATE OCTOBER 16TH

FREE BOOKS, FREE FOOD
(WHILE SUPPLIES LAST),
ATTENDANCE INFORMATION,
RAFFLE BASKETS,
& MUCH MORE!

UNITED WEALTH EDUCATION

SBHC School-Based Health Center

Bureau of Recreation

Energy Action

Touch A Truck

SBL

Waterbury Police Activities League

the YMCA

CHARM MEDICAL SUPPLY

WATERBURY PROMISE

CTC Connecting to Care

GET CERTIFIED INITIATIVE

LAS ESCUELAS CAREER ACADEMY, WAMS, WILBY, NORTH END, BUCKS HILL, BUNKER HILL, CARRINGTON, DRIGGS, MALONEY, REGAN, SPRAGUE, WALSH, & WILSON PRESENTAN:

# DÍA DE COMUNIDAD

## 9 DE OCTUBRE 4:00 PM - 6 PM

@ CYNTHIA M. ZORSKY PLAYGROUND
EN KENMORE AVE EN WATERBURY
EN CASO DE LLUVIA 16 DE OCTUBRE

LIBROS GRATIS, COMIDA GRATIS (HASTA AGOTARSE LA EXISTENCIA), REGISTROS DE TARJETA DE BIBLIOTECA, INFORMACIÓN DE ASISTENCIA A LA ESCUELA, RIFA DE CESTAS, & ¡MUCHO MÁS!

The Gourmet of FRANKIES Fast Food

Wheeler Innovative care. Positive change.

Solidarity Counseling

UWE United Wealth Education

Wellmore Behavioral Health Wellness for a lifetime

No Child Left Inside

Health Department

Bridge to Success Community Partnership

Saint Mary's Hospital Trinity Health

Connecticut Junior Republic

Waterbury Youth Services

CYRIL the SORCERER

#8

# COMMITTEE ON BUILDINGS AND SCHOOL FACILITIES

**WORKSHOP:** **Thursday, October 3, 2024**
**BOARD MEETING:** **Thursday, October 17, 2024**

**TO THE BOARD OF EDUCATION**
**WATERBURY, CONNECTICUT**

**LADIES AND GENTLEMEN:**

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

| GROUP | FACILITIES AND DATES/TIMES |
|---|---|
| Alabanian American Community<br>A Lame | Rotella aud.: Thurs., Oct.17th 6:00 – 9:30 pm<br>(community theater presentation) |

**REQUESTING WAIVERS:**

| | | |
|---|---|---|
| Neighborhood Housing Services<br>D. Smyth-Temple | WAMS atrium & café: Sat., Oct. 26th 9:00am – 3:00pm<br>(Greater Waterbury Housing Expo) | ($882.00) |
| Leadership University<br>A Ireland | Crosby gym & café: Sat. & Sun., Dec. 21st & 22nd 11AM – 7PM<br>(community high school event) | ($3,024.00) |
| Wtby. Knights Cheerleaders<br>C. Jones | Wilby gym, café & NEMS café: Sunday, Nov. 24th 7AM – 5PM<br>(cheerleading competition) | ($1,848.00) |

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

| | |
|---|---|
| Town Plot Sports<br>D. Cronin | West Side gym: Wed., Oct. 2nd thru Wed., March 5th<br>5:30 – 8:30 pm (basketball) |
| Hoops 4 Life<br>D. Fryer | West Side gym: Sept. 23 to Oct. 25 Mon., Tues., Thurs., Fri.<br>5:00 – 9:00 pm<br>Reed gym: Sept. 23 to Oct. 25 Mon., Wed., Thurs., Fri.<br>5:00 – 9:00 pm (basketball) |

| | | |
|---|---|---|
| Overlook Community Club | Kingsbury room: Sept. to June | 4th Tues. each month |
| D. Cronin | 6:30 – 7:30 pm | (meetings) |
| Smyma Assembly of Yahshua | Kennedy aux. gym: Wednesdays | Oct.2024 – June 2025 |
| N. Owens | 5:30 – 8:00 pm | (youth mentoring program) |

**MONEY COLLECTED TO DATE:** **$ 18,890.00**

draft

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

APPLICANT Albana Lome NAME OF ORGANIZATION Albanian American Community

ADDRESS 38 Raymond St (street) Waterbury (city) CT (state) 06706 (zip code) TELEPHONE # 646-715-2737

SCHOOL REQUESTED Rotella DATES 10/17 ROOM(S) Auditorium

OPENING TIME 6 CLOSING TIME 9:30 PURPOSE Community theater.

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

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 120 CHILDREN 40

SIGNATURE OF APPLICANT DATE 9/18/2024

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Albana Lome 1159 Highland Ave 16B Waterbury CT 06708 646-715-2737

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. A.C. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE PER CUST (2)

RENTAL FEES:

MISCELLANEOUS FEES: $55/HR Tech Service

SECURITY DEPOSIT $ $250.- INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY OK

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
236 GRAND ST., WATERBURY, CT 06702 CONTRACT#
USE OF BUILDING PERMIT
TYPE OR USE PEN AND PRESS FIRMLY

APPLICANT Daniel Smyth-Temple NAME OF ORGANIZATION NEST

ADDRESS 193 Grand St, Waterbury, CT, 11238 TELEPHONE # 203-598-5434
(street) (city) (state) (zip code)

SCHOOL REQUESTED WAMS DATES 10/26/2024 ROOM(S) Atrium, Cafeteria

OPENING TIME 9AM CLOSING TIME 3PM PURPOSE Greater Waterbury Housing Expo

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

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN 50

SIGNATURE OFAPPLICANT DST DATE 9/17/2024

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION: Maybeth Morales-Davis, 193 Grand St
203-802-8128

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. DST (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR. plus 1 HR service per cust. (3) ($882.)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY OK

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)

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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.

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

# USE OF SCHOOL FACILITIES
# WAIVER REQUEST
(to be submitted with Application for Building Permit)

APPLICANT/ORGANIZATION: Neighborhood Housing Services of Waterbury dba NEST

Please check below specific item(s):

Building Usage Fees ☑ Custodial Fees ☑

SCHOOL/ROOMS REQUESTED: Atrium, Cafeteria

DATE(S): 10/26/2024 TIMES: 9AM - 3pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

9/17/2024
Date

Daniel Smyth-Temple
Signature

## OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 882.00 Custodial Fees

$ _____ Security Deposit

## BOARD USE ONLY

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

ATTEST: _____
Clerk, Board of Education

Book

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

APPLICANT Anthony Ireland NAME OF ORGANIZATION The Leadership University

ADDRESS 228 Meadow Street (street) Waterbury (city) CT (state) 06710-2 (zip code) TELEPHONE # 203-755-6340

SCHOOL REQUESTED Crosby DATES December 21-22 ROOM(S) Gymnasium, Cafe, Locker rooms

OPENING TIME 11am CLOSING TIME 7pm PURPOSE Community High School Event

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

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 150 CHILDREN 150

SIGNATURE OFAPPLICANT [signature] DATE 5/7/24

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Anthony Ireland, 526 Woodtick Rd 06705

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. AI (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service per event (4) ($3,024.)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

VOR

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 574-6210 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.

* CROSBY Gym Cafe & Wallace Cafe

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

O'K'D D. Jeronimo

# USE OF SCHOOL FACILITIES WAIVER REQUEST

(to be submitted with Building Permit)

APPLICANT/ORGANIZATION: Anthony Arelano / The Leadership University

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Crosby High School / Gymnasium, Cafe, Locker rooms

| | |
|---|---|
| DATE(S): December 21st 2024 | TIMES: 11am - 4pm |
| DATE(S): December 22nd 2024 | TIMES: 11am - 7pm |
| DATE(S): | TIMES: |
| DATE(S): | TIMES: |
| DATE(S): | TIMES: |
| DATE(S): | TIMES: |

5/7/24
Date

Signature

## OFFICE USE ONLY

List total cost of fees being requested to be waived:

| | | |
|---|---|---|
| $ | $ 3,024.00 | $ |
| Building Usage Fees | Custodial Fees | Security Deposit |

## BOARD USE ONLY

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

ATTEST: _____
Clerk, Board of Education

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

APPLICANT Courtney Jones NAME OF ORGANIZATION Waterbury Knights

ADDRESS 101 Rumford St (street) Waterbury (city) CT (state) 06704 (zip code) TELEPHONE # 203-982-1842

SCHOOL REQUESTED Wilby DATES 11/24/2024 ROOM(S) Gym, Cafe (Wilby and North End)

OPENING TIME 7am CLOSING TIME 5pm PURPOSE Cheer Competition

ADMISSION (if any) $10 CHARGE TO BE DEVOTED TO Courtney Jones/ Waterbury Knights

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 500 CHILDREN 200

SIGNATURE OFAPPLICANT DATE 9/17/2024

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Courtney Jones, 101 Rumford St Waterbury, CT 06704 203-982-1842

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. CJ (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR. plus 1 HR SERVICE per CUST. (4) ($1,848)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE

SCHOOL BUSINESS OFFICE

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

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

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

APPLICANT/ORGANIZATION: Waterbury Knights

Please check below specific item(s):

Building Usage Fees [x] Custodial Fees [ ]

SCHOOL/ROOMS REQUESTED: Wilby gym, cafe, north end cafe

DATE(S): 11/24/2024 TIMES:

DATE(S): TIMES:

DATE(S): TIMES:

DATE(S): TIMES:

DATE(S): TIMES:

DATE(S): TIMES:

9/18/24
Date

Signature

## OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ Building Usage Fees

$ Custodial Fees

$ Security Deposit

## BOARD USE ONLY

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

ATTEST: _____
Clerk, Board of Education

Book

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 DENNIS CRONIN NAME OF ORGANIZATION TOWN PLOT SPORTS

ADDRESS 4 HUNTINGDON PL WTBY CT 06708 TELEPHONE # 203-600-4700
(street) (city) (state) (zip code)

SCHOOL REQUESTED WEST SIDE DATES 10/2 - 3/5/24 ROOM(S) GYMNASIUM

OPENING TIME 5:30 CLOSING TIME 9:30 PURPOSE BASKETBALL

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

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 5 CHILDREN 20

SIGNATURE OF APPLICANT Dennis Cronin DATE 7-12-24

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

SAME AS ABOVE

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. DC (PLEASE INITIAL)

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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.

Wednesdays

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

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

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

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

APPLICANT D Ewen Frisee NAME OF ORGANIZATION Hopeville Inc

ADDRESS 232 N. Elm ST (street) Wtby (city) CT (state) 06702 (zip code) TELEPHONE # 203 232-4579

SCHOOL REQUESTED West Side M DATES See attachment ROOM(S) Gym

OPENING TIME 5:00 p CLOSING TIME 9:00 p PURPOSE Basketball games / trainings

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 20 CHILDREN 30

SIGNATURE OF APPLICANT D Ewen Frisee DATE 8/13/2024

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

Landy Banks 9 Frank St (203) 437-2205

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE YES NO

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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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).

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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.

Sept 23 - Oct, 25
Mon
Tues
Thurs
Fri.

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

APPLICANT D'EVEEN FRYER NAME OF ORGANIZATION Hoops4Life, Inc

ADDRESS 232 N. Elm ST (street) Wtby (city) CT (state) 06702 (zip code) TELEPHONE # 203 232-4570

SCHOOL REQUESTED ~~Wilson~~ Jonathan Meard DATES See attachment ROOM(S) Gym

OPENING TIME 5:00p CLOSING TIME 9:00p PURPOSE Basketball games / trainings

ADMISSION (if any) n/a CHARGE TO BE DEVOTED TO

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

SIGNATURE OF APPLICANT D'Eveen Fryer DATE 8/15/2024

PERSON(S) NAME, ADDRESS & PHONE NUMBER RESPONSIBLE FOR SUPERVISION:
Randy Brooks 9 range St (203) 437-2205

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. _____(PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES:

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ _____ INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

Sept 23 - Oct 25
Mon
Wed
Thurs
Fri

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

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

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THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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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).

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PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

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

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

Booth

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

APPLICANT Deborah Cronin NAME OF ORGANIZATION Historic Overlook Community Club Inc.

ADDRESS 15 Columbia Blvd. Wtby. CT 06710 TELEPHONE # 203-597-7502
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kingsbury DATES 4th Tue. of month ROOM(S) TBD

OPENING TIME 6:30 CLOSING TIME 7:30 PURPOSE monthly meeting

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO _____

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 15+ CHILDREN 0

SIGNATURE OFAPPLICANT Deborah Cronin DATE 9-18-24

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

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings._____(PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $_____ INSURANCE COVERAGE_____YES_____NO

PLEASE READ THE FOLLOWING CAREFULLY

Sept. 2024 To June 2025

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

Deborah Cronin
15 Columbia Blvd.
Waterbury, CT 06710
Historic Overlook Community President
Cell # 203-597-7502

Dear Sandy,

I have enclosed the application and dates for The Historic Overlook Community Club to have their monthly meetings in 2024 / 2025 at Kingsbury School.

Dates are:

- September 24, 2024
- October 22, 2024
- November 26, 2024
- December NO MEETING
- January 28, 2025
- February 25, 2025
- March 25, 2025
- April 22, 2025
- May 27,2025
- June 24, 2025

Sandy, let me know if this works with the school Calendar. If the school is closed for school vacation or if an issue comes up and the room is not available.....just let me know.

Thank You
Deborah Cronin
Overlook President

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

APPLICANT Nathaniel Owens NAME OF ORGANIZATION Smyrna Assembly of Yahshuas Disciples of CT Corp

ADDRESS 66 East Clay St (street) Wtby (city) CT (state) 06706 (zip code) TELEPHONE # 203-568-5537

SCHOOL REQUESTED Kennedy DATES _____ ROOM(S) Gym

OPENING TIME 5:30 CLOSING TIME 8 pm PURPOSE youth mentoring Program

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

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 3 CHILDREN 20

SIGNATURE OFAPPLICANT [signature] DATE 9.23.24

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

In the event that the Board of Education should need to resort to legal proceedings to collect any outstanding balances, the lessee is responsible for any and all attorney's fees, sheriff's fees and court costs associated with said proceedings. NO (PLEASE INITIAL)

---

SCHEDULE OF RATES: CUSTODIAL FEES: _____

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $ _____ INSURANCE COVERAGE YES OK 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)

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



# COMMUNICATIONS




September 18, 2024 through
October 1, 2024

# STATE OF CONNECTICUT
## *STATE BOARD OF EDUCATION*

August 23, 2024

Mr. Paul K. Pernerewski, Jr.
Waterbury Board of Education
235 Grand Street
Waterbury, CT 06702

Dear Mr. Pernerewski:

The purpose of this letter is to approve the appointment of Dr. Darren Schwartz as interim superintendent of schools for Waterbury Public Schools, effective August 20, 2024.

Bureau of Educator Standards and Certification records confirm that Dr. Schwartz holds a provisional educator certificate, endorsed for superintendent of schools, which is valid from October 6, 2023, through October 5, 2031. Therefore, Dr. Schwartz may assume all duties of the superintendent on an interim basis until a permanent appointment is made.

To determine the certification status of any of the applicants for permanent appointment, please feel free to contact Julianne Frost, Bureau of Educator Standards and Certification, at 860-713-6724. If you are interested in candidates from out of state, we will be happy to discuss their qualifications for certification. Once credentials are received in the certification office, upon your written request, we will be happy to expedite the processing of certificates for any of your top candidates.

Best wishes in your superintendent search.

Sincerely,

Charlene M. Russell-Tucker
Commissioner of Education

CRT:stv
cc: Dr. Shuana K. Tucker, Chief Talent Officer
Dr. Darren Schwartz, Interim Superintendent, Waterbury PS
Mrs. Frances Rabinowitz, Executive Director, CAPSS
Teachers Retirement Board

RECEIVED
AUG 29 2024
SUPERINTENDENT OF SCHOOLS

# 2023-2024 Waterbury
# SRO Annual Report

The following represents the 2023-2024 annual report of the School/Police Collaboration Team activities as directed by the memorandum of agreement by and between the Waterbury Board of Education and the Waterbury Police Department.

Arrests in the school district were drastically reduced during this school year based on procedural changes made regarding police response to schools and more frequent meetings of the School/Police Collaboration Team. This reduction of arrests increased the utilization of current diversionary programs.

At the end of the 2023-2024 and after a complete analysis of the information and data collected throughout this school year, the School/Police Collaboration Team recommends the following;

- That continued frequency of monitoring school-based arrests and SRO activity continues for the 2024-2025 school year
- Restorative justice training be provided for all SROs, youth squad supervisors, detectives, school administrators, and teachers during the 2024-2025 school year
- Continued research and close analysis of the discipline process in the school district
- Analysis of the impact of Yondr Pouches on school safety
- Continued monthly school-based arrest meetings

We look forward to the new school year and the continued success of the School/Police Collaboration Team.

Respectfully Submitted,

Darren Schwartz
Interim School Superintendent

Fernando C. Spagnolo
Chief of Police

WATERBURY
PUBLIC SCHOOLS

**Dr. Darren Schwartz**
Interim Superintendent of Schools
(203) 574-8000
dschwartz@waterbury.k12.ct.us

# 2023-2024 SRO Annual Waterbury Public Schools Report

| | Suspension Rates[1] Count Total # of Students | %[1] | In-School Suspension Total Count | Out-of-School Suspension Total Count |
|---|---|---|---|---|
| **2023-2024** | 2519 | 13.6 | 3519 | 3543 |

[1]**Suspension Rate** equals the number of students reported with at least one suspension (in-school or out-of-school) or expulsion in ED166 Student Disciplinary Offense Data Collection divided by the unduplicated student enrollment count for the school or district across the October, January (until 2016) and June PSIS Collections for the given school year.

To find additional data, please visit: https://public-edsight.ct.gov/students/suspension-rates?language=en_US

The following student support services were provided for students in 2023-2024.

| PROGRAM | DESCRIPTION |
|---|---|
| **Sandy Hook Promise - *Say Something* Anonymous Reporting System (SS-ARS)** | A program that teaches students how to recognize warning signs, signals, and threats from individuals who may want to hurt themselves or others and to *Say Something* to a trusted adult OR use the Anonymous Reporting System (App, Website, or 24.7 Crisis Telephone Line) to get them help. 100% of schools are established with the Tip Line. 100% of schools trained students to use the service in secondary schools. |
| ***Second Step* Curriculum for Social Emotional Learning (SEL)** | A Social Emotional Learning (SEL) curriculum on a digital platform for staff (SEL for Adults) and students (Grades K-5) to teach staff and students the skills they will need to problem solve, create and maintain healthy relationships, have empathy for others and manage their own emotions. K-5 buildings (19) implemented 82% of lessons for the year (as per the pacing and unit guide). |
| **Community Mental Health Affiliates (CMHA)** | Provide Bounce Back and Cognitive Behavioral Intervention for Trauma In Schools (CBITS), which are school-based, group and individual interventions designed to reduce symptoms of trauma. Bounce Back is provided in three K-5 buildings (Tinker, Sprague, Bunker Hill) and one Pre-K-8 Building (Reed). CBITS groups are provided in four secondary schools (Wallace, Westside, Enlightenment, and Crosby). |

WATERBURY
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| | |
|---|---|
| **Crisis Intervention Team for Youth (C-I-T-Y)** | Two bilingual C.I.T. Youth Social Workers assist the Waterbury Police Department with crisis calls involving youth during evening shifts alongside responding Waterbury police officers. |
| **Connecticut Junior Republic (CJR)** | Success Always Follows Education (SAFE) program -<br><br>Support teens in focusing on the ability to make good decisions about identified life options.<br>Promote positive growth & development of youth.<br><br>Behavioral Health Clinicians<br><br>Caseload 20-25 students<br>24 hours on call<br>Improve student attendance<br>Added layer of support to teachers & support staff<br>PPTs, facilitate groups, case management & outreach, crisis intervention<br>Professional learning for staff (mental health-related topics)<br>Remove barriers to services<br>Individual, group & family counseling<br>Wellness Center Access (w/parental consent)<br>Psychiatric services<br>Summer/vacation support |
| **Department of Children and Families (DCF)** | Three Family Support Liaisons are assigned to provide:<br>Training, education, & professional development to staff and families regarding prevention services.<br>Connect families with outside supports and services.<br>(Reed, Generali, Buck Hill) |
| **Varsity Tutors** | Varsity Tutors provided high-dose virtual, small group tutoring tutoring in math and reading for grades four and five. Additionally, grades two through twelve students had access to 24/7 online virtual tutoring. The service also included unlimited access to the Varsity Tutors Learning Lab. |

WATERBURY
PUBLIC SCHOOLS

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| | |
|---|---|
| **SSA (Student Success Agency)** | Student Success Agency provides students with access to a digital platform. Agents were available after school and on the weekends to provide students with the resources and opportunities to succeed.<br><br>**2023-2024 School Year**<br><br>**Students Serviced:** 3,698<br>**Mentoring**: 141,319 minutes<br>**College and Career Readiness:** 18, 530 minutes<br>**Financial Aid Coaching:** 18, 390 minutes<br>**Tutoring:** 457 sessions, average 45 minutes per session<br>**Mental Health Cases:** 16 diffused |
| **School Counselors** | All schools have access to school counselors, and high schools have access to college and career coordinators. |

**CIT Youth Data 23-24**

| CIT Youths Working-2 | July 23 | Aug 23 | Sept 23 | Oct 23 | Nov 23 | Dec 23 | Jan 24 | Feb 24 | March 24 | April 24 | May 24 | June 24 | **Totals** |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Dispatched Calls | 5 | 10 | 17 | 12 | 15 | 10 | 9 | 9 | 14 | 19 | 23 | 16 | 159 |
| Police Reports | 29 | 36 | 50 | 68 | 44 | 40 | 45 | 54 | 64 | 61 | 65 | 41 | 597 |
| Follow Up Phone Calls | 33 | 52 | 70 | 83 | 69 | 56 | 69 | 70 | 70 | 83 | 77 | 31 | 763 |
| Follow-Ups In Person | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 4 |
| Connections to Care | 25 | 36 | 49 | 58 | 38 | 45 | 49 | 45 | 53 | 29 | 63 | 41 | 531 |
| Arrest (case number) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Training/Outreach | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 3 |
| Connected to School | 4 | 8 | 10 | 14 | 10 | 11 | 14 | 6 | 6 | 4 | 14 | 5 | 106 |
| **Other Data** | | | | | | | | | | | | | |
| Male | 19 | 21 | 31 | 39 | 21 | 27 | 23 | 28 | 33 | 34 | 38 | 19 | 333 |
| Female | 10 | 14 | 24 | 37 | 24 | 15 | 22 | 29 | 27 | 30 | 28 | 25 | 285 |
| Trans | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| White | 2 | 16 | 8 | 13 | 10 | 5 | 5 | 8 | 11 | 10 | 9 | 5 | 102 |

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| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Black | 14 | 5 | 26 | 29 | 10 | 20 | 17 | 32 | 32 | 22 | 19 | 14 | 240 |
| Hispanic | 13 | 13 | 18 | 33 | 25 | 16 | 21 | 15 | 27 | 31 | 36 | 23 | 271 |
| Other Race | 0 | 0 | 3 | 1 | 0 | 1 | 2 | 2 | 1 | 1 | 3 | 2 | 16 |
| SI | 5 | 4 | 15 | 14 | 9 | 9 | 12 | 16 | 7 | 17 | 19 | 17 | 144 |
| HI | 0 | 0 | 5 | 3 | 1 | 3 | 1 | 1 | 0 | 2 | 2 | 3 | 21 |
| Behavioral/MH | 11 | 27 | 24 | 35 | 24 | 20 | 22 | 17 | 24 | 25 | 32 | 18 | 279 |
| Runaway | 5 | 4 | 3 | 2 | 5 | 1 | 4 | 3 | 3 | 4 | 3 | 1 | 38 |
| DV | 4 | 0 | 4 | 9 | 2 | 3 | 0 | 10 | 6 | 11 | 4 | 1 | 54 |
| Other | 2 | 0 | 0 | 5 | 1 | 4 | 6 | 7 | 17 | 2 | 5 | 2 | 51 |

| **Waterbury Police Department 23-24 Data** | |
|---|---|
| **Arrest** | 27 |
| **SRO Mediations** | 178 |
| **KIDS** | 52 |
| **JRB** | 84 |