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: September 29, 2026

TO: Michael J. Dalton, City Clerk

SUBJECT: Notice of Workshop/Committee Meetings,
Thursday, October 1, 2026, Kennedy High School Cafe

The Committees of the Board of Education will meet on Thursday, October 1, 2026, 5:30 p.m., Kennedy High School Café, 422 Highland Avenue, 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/iFbWDIpa0xE.

A G E N D A

SILENT PRAYER

PLEDGE ALLEGIANCE TO THE FLAG

PRINCIPAL'S REPORT – Robert Johnston

PUBLIC SPEAKING

1. *Committee of the Whole/15 minutes* ~ Operations Department Update (Computer Technology, Food Service, Facilities, Transportation and Security & School Safety-including CLEAR ID) – R. Gonzalez, et al.

2. *Committee of the Whole/10 minutes* ~ Human Resources Staffing Report – J. Marino, et al.

3. *Committee of the Whole/2 minutes* ~ Request approval of a Program and Data Use Agreement with CT State Naugatuck Valley (Upward Bound Program) – N. Toucet.

4. *Committee of the Whole/2 minutes* ~ Request approval of a Memorandum of Understanding with Wealth Generation Legacy, Inc. for a Financial Literacy Program for students – N. Toucet.

5. *Committee of the Whole/2 minutes* ~ Request approval of Facilities Use Agreement with the University of Connecticut for space/facilities/equipment for the Waterbury Robotics Institute – J. Frenis.

6. *Committee of the Whole/2 minutes* ~ Request approval of a Grant Agreement with American Heart Association, Inc. for NFL PLAY 60 Flag Football Equipment – V. Balsamo.

7. *Committee of the Whole/10 minutes* ~ NEASC Presentation – P. McCasland.

8. *Committee of the Whole/2 minutes* ~ Board of Education's 2027 Meeting Schedule.

9. *Committee on Finance/2 minutes* ~ Request approval of a Professional Services Agreement with Waterbury Bridge to Success Partnership, Inc. for Onsite Before and After School Support – L. Eldridge.

10. *Building & School Facilities* ~ Use of School Facilities – R. Gonzalez.

11. *Superintendent's Update* ~ Dr. Schwartz.

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

a. Athletic appointments:

Name	*Position*	*Location*	*Effective*
Mayi Prado, Fernando	Assistant Swimming Coach	WSMS	11/16/26
Mayi Prado, Fernando	Assistant Baseball Coach	WHS	03/13/27
Muniz, David	Girls Volleyball Coach	WHS	09/14/26
Pacheco-Lebron, Ricardo	Assistant Football Coach	CHS	09/11/26
Stankus, John	Boys Varsity Soccer Coach	WHS	08/24/26
Williams, Jalisa	Assistant Cheerleading Coach	KHS	09/18/26
Wrenn, Tyler	Assistant Boys Soccer Coach	CHS	09/18/26

b. Grant funded appointments:

Name	*Position*	*FT/PT*	*Rate*	*Union*	*Funding*	*Eff.*
Beringer, Amanda	Adult Ed ABE Instructor	PT	$25.00/hr	NON BOE	Adult Educ. Provider	09/17/26
Boulier, Zachary	Audio, Lighting & Video Tech	FT	$24.00/hr	F/UPSEU 69	Magnet RMS 25-26	09/10/26
Brittingham, Michele	Certified Tutor-Duggan	PT	$38.00/hr	NON BOE	Title I DW 25-27	10/08/26
Dali-Parker, Suzanna	Certified Instructor Adult Ed	PT	$38.00/hr	NON BOE	Adult Educ. Provider	09/01/26
Davis, Olivia	Behavior Counselor Kennedy	FT	$22.75/hr	UPSEU69	SIG 9 KHS 26-27	09/10/26
Generali, Patricia	Tutor-Maloney Magnet	PT	$25.00/hr	NON BOE	Magnet MMS 25-26	10/08/26
Gjolle, Besmira	Certified Instructor Adult ED	PT	$38.00/hr	NON BOE	Adult Educ. Provider	09/01/26
Hernandez, Diana	Parent Liaison Bucks Hill	FT	$20.97/hr	UPSEU69	Title I DW 2	09/17/26
Hernanez, Mariangely	Classroom Assistant Wilson School	FT	$16.94/hr	UPSEU68	Title I OEC 25-27	10/01/26
Lesnikoski, Jo-Ann	Tutor Gilmartin	PT	$25.00/hr	NON BOE	Title I DW 25-27	10/08/26
Rivera, Leeann	Classroom Assistant Sprague	FT	22.45/hr	UPSEU68	SEED Grant FY 25-26	09/03/26
Sagendorf, Janet	Certified Tutor-Tinker School	PT	$38.00/hr	NON BOE	Title I DW 25-27	10/08/26
Shulman, Miriam	Tutor-Yeshiva K'Tana	PT	$25.00/hr	NON BOE	Yeshiva Title I 24-26 NP	09/24/26
Small, Michal	Tutor-Yeshiva K'Tana	PT	$25.00/hr	NON BOE	Yeshiva Title I 24-26 NP	09/24/26

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

LAST Name	*First Name*	*GRANT*	*SCHOOL*	*POSITION*
D'Alessio	Jennifer	21st Century	Duggan	Administrator (shared)
Sanzari	Dina	21st Century	Duggan	Administrator (shared)
DiGiovanni	Melissa	21st Century	Duggan	Administrator (shared)
Aguirre-Galan	Ashley	21st Century	Duggan	Administrator (shared)
Alves	Emely	21st Century	Duggan	Teacher
Brown	Charlene	21st Century	Duggan	Teacher
Pelletier	Allison	21st Century	Duggan	Teacher
Tzepos	Ioulia	21st Century	Duggan	Teacher

Evans-Foster	Shernett	21st Century	Generali	Administrator
Feld	Roseann	21st Century	Generali	Teacher
Boisvert	Amy	21st Century	Generali	Teacher
Rhinesmith	Wendy	21st Century	Generali	Teacher
Ouellette	Katelynn	21st Century	Generali	Teacher
Tejada	Felizaida	21st Century	Generali	Teacher
Piccochi-Frank	Christina	21st Century	Hopeville	Administrator (shared)
Shaffer	Andrea	21st Century	Hopeville	Administrator (shared)
Smith	Richard	21st Century	Hopeville	Administrator (shared)
Guerrera	Christine	21st Century	Hopeville	Teacher
Mancini	Mark	21st Century	Hopeville	Teacher
Mastrianni	Jason	21st century	Hopeville	Teacher
Parisi	Melissa	21st Century	Hopeville	Teacher
Paternostro	Gina	21st Century	Hopeville	Teacher
Texidor	Julio	21st Century	Hopeville	Teacher
Brennan	Simi	21st Century	Kingsbury	Administrator
McNamara	Morgan	21st Century	Kingsbury	Teacher
Casceillo	Jennifer	21st Century	North End	Administrator (shared)
Terenzi	Adriana	21st Century	North End	Administrator (shared)
Sharell	Herbert	21st Century	North End	Administrator (shared)
Deeley	Jennifer	21st Century	WAMS	Administrator (shared)
McAloon	Jennifer	21st Century	WAMS	Administrator (shared)
Milano	Regina	21st Century	WAMS	Administrator (shared)
Mendello	Joseph	21st Century	WAMS	Administrator (shared)
		21st Century	WAMS	Teacher
Gwiazdoski	Helena	21st Century	WAMS	Teacher
LeBlanc	Danielle	21st Century	WAMS	Teacher
Valentin	Crystal	21st century	Wilson	Teacher

d. Extended School Hours (ESH) After School Program appointments:

School	*Name*		*Position*
BUCKS HILL	Jimenez	Maria	Site Administrator
	Thompson	Melissa	Substitute Administrator
CARRINGTON	Renna	Karen	Site Administrator
	Gwiazdoski	Kristen	Substitute Administrator
	Bisaillon	Bret	Teacher
	LeVasseur	Daniel	Teacher
	Moriarty	Jason	Teacher
	Scarborough	Tracy	Teacher
	Cap	Andrew	Secretary
CHASE	Hernandez	Ivan	Site Administrator
	Belica	Flora	Teacher
	Mancinone	Taylor	Teacher
	Del Moral	Denise	Paraprofessional
	Turner	Gina	Paraprofessional
	Santiago	Jennifer	Secretary
DRIGGS	Rosser	Dr. Jennifer	Site Administrator
	Drewry	Ann	Substitute Administrator
DUGGAN	DiGiovanni	Melissa	Site Administrator
	Sanzari	Dina	Substitute Administrator
GENERALI	Sodano	Gina	Site Administrator
	Mead	Christine	Substitute Administrator
	Nadonly	Karen	3rd grade teacher
	Neibel	Amy	4th grade teacher
	Sodano	Bridgette	5th grade teacher
	Christiano	Mike	Behavior Therapist
	Walker-Templeton	Donna	Paraprofessional
	Simoes	Odet	Substitute Teacher
	Rhinesmith	Wendy	Substitute Teacher
	Wolf	Jodi	Substitute Behavior Therapist
	Pink	Jade	Secretary

INTERNATIONAL	Tomasella	Diurca	Site Administrator
	Diodonet	Yamailys	Teacher
	Monegro	Jessica	Teacher
	Torres	Soribel	Teacher
	De La Cruz	Yaritza	Sub Teacher
	Rodriguez	Naniche	Sub Teacher
	Moscariello	Beth	Paraprofessional
	Motolina	Dayan	Paraprofessional
	Delgado	Cristina	Secretary/Clerical
KINGSBURY	Sam	Hannah	Site Administrator
	Groppi	Susan	Substitute Administrator
	Agli	Katie	Teacher
	Albanese	Ellen	Teacher
	Wolff	Nichole	Teacher
	Hamel	Claire	Teacher-Sub
	Shea	Angela	Teacher-Sub
	Franklin	Deborah	Paraprofession
	Gueldelha	Norma	Secretary
REED	Labagh	Michael	Reed - Site Administrator
	Brown	Erik	Reed - Substitute Administrator
REGAN	Razza	Angela	Site Administrator
	Davis	Claudia	Substitute Administrator
	Davis	Claudia	Teacher/Admin sub
	Demers	Denise	Teacher
	Navin	Casey	Teacher
	Tyrrell	Nikole	Teacher
	Bumbala	Hailey	Sub - Teacher
	Carasone	Alanna	Sub - Teacher
	Schmied	Christine	Sub - Teacher
	Welch	Alexander	Sub - Teacher
	Regan	Morgan	Secretary
	Polanco	Anyela	Paraprofessional
TINKER	Biello	Claudia	Site Administrator
	Sullivan	Ryan	Substitute Administrator
	Bemer	Maura	Teacher
	Defeo	Sharon	Teacher
	Brown	Edith	Teacher
	Guerrera	Maria	Teacher
	Teel	Makenzie	Teacher
	Gannon	Danielle	Teacher
	Desanto	Christine	Teacher
	Wehry	Nina	Secretary
WALSH	Coniku	Vistela	Site Administrator
	Wilson	Maureen	Substitute Administrator
WASHINGTON	Ramirez	Inez	Washington - Site Administrator
WENDELL CROSS	Fidanza	Carla	Site Administrator
	Irrera	Raymond	Substitute Administrator
	DeFazio	Alana	Teacher
	Gasparri	Michelle	Teacher
	Irizarry	Angelina	Teacher
	Rizzo	Lisa	Teacher
	Cappabianca	Nicole	Substitute Teacher
	Gambardella	Matthew	Substitute Teacher
	Reynoso	Erica	Substitute Teacher
	Rocco	Margaret	Secretary
WILSON	Soares	Elenice	Site Administrator

e. After School Mastery Based Panel Administrator appointments:

Name	*School*	*Position*
Cassi McDonnell	Crosby	MBC Lead Position
Lauren Miele	Enlightenment	MBC Lead Position

Julia Catricala	Kennedy	MBC Lead Position
Lisa Bleau	State Street	MBC Lead Position
Kiley Lombardo	WAMS	MBC Lead Position
Benjola Sedara	WCA	MBC Lead Position
Evette Zappone	Wilby	MBC Lead Position

f. Teacher transfer:

Name	*From*	*To*	*Effective*
Crane, Stephanie	Chase/Grade 3 Bil.	DW Multilingual Coach Facilitator	10/01/26

g. Resignations/deaths:

Name	*Position*	*Effective*
Barrett, Ellen	Rotella/Grade K	09/11/26
Cavallo, Andrew	Crosby/Math	10/30/26
Conchado, Ryan	Driggs & Tinker/Special Education	10/07/26
Davis, Anitra	Wallace/Special Education	09/23/26

h. Retirements:

Name	*Assignment*	*Effective*
Sullivan, Kara	KHS/ELA Teacher	01/29/27

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

ADJOURNMENT

ATTEST: _____
Carrie A. Swain, Clerk



Human Capital Department & Talent Office Update

October 1, 2026



WATERBURY PUBLIC SCHOOLS

Jennifer Marino
Director of Human Capital

Carli Carpentieri & Marissa Waters
Talent & Professional Development Supervisors



Staff Vacancies

WATERBURY PUBLIC SCHOOLS

26-27 Vacancies:
- 51 total vacancies
- To Compare: Historically our district averaged 90-100 vacancies throughout the year

25-26 Total Resignations: 92 increase of 3

25-26 Total Retirements: 32 decrease of 1

25-26 Deceased: 2

25-26 Non-Renewals: 0

Exit Survey Results:
- Relocation
- Retirement
- Salary

25-26 Rehires: 15 increase of 3

Vacancy counts WEEK of	9/18/2023	9/16/2024	9/15/2025	9/14/2026
Bilingual	5	10	4	5
Math	19	14	4	7
Psychologist	4	1	0	0
Science	15	12	3	3
SLP	3	3	0	0
Social Worker	1	1	0	0
Special Ed	54	37	27	19
Tech Ed	10	8	0	1
HARD TO FILL total	111	86	38	35
Filled by a SUB/Para/LTS	30	22	20	19
Extra classes being taught by teachers	322	146	14	23
Vacancies covered by extra classes	65	29	3	4
Vacancies covered with LTsubs/extra classes	94	51	23	
Total ALL Positions (Classroom teachers/non classroom support teachers/SAW positions)	191	125	52	51
Total classroom teacher vacancies	105	69	15	17

Additional Support for Our Schools

WATERBURY PUBLIC SCHOOLS

ESS Substitute Service

Active Sub Pool: **334**

Building Subs Assigned: **48/52**

Worked in Aug & Sept: **145 subs**

Recruited 13 New Staff Members:

- **ELA & Elementary**
- **PE/Health & Science**
- **Special Education (SPED)**
- **Social Studies & World Lang.**

Filling some of our hardest-to-fill positions

ESS
Every day counts.

CSDE Flexible Staffing

- **5** Enhanced Reciprocity (PR & NY)
- **12** Long Term Sub Authorizations
- **4** Long Term Para SPED Auth.
- **28** DSAPS
- **2** Emergency Generalist Support
  *2 pending

CSDE
CONNECTICUT STATE DEPARTMENT OF EDUCATION

WTA MOAs/CBA

In partnership with our teachers' union, we have continued:

- **MOAs** for Special Education caseload overages
- **MOAs** for Multilingual caseload overages
- Continued compensation for extra classes per **CBA**

*CBA: Collective Bargaining Agreement

WTA
Waterbury Teachers Association
Educating Students. Ensuring Success.

2025–2026 Hiring Demographics

WATERBURY PUBLIC SCHOOLS

158 Total Hires

Teachers (150)

4%	0.7%	0.7%	14.6%	14%	66%
2+ Races	Asian	Amer. Indian	Black / AA	Hispanic	White
6 Hires	1 Hire	1 Hire	22 Hires	21 Hires	99 Hires

34.7% Teachers of Color
52 TOTAL HIRES

↑ 6.7% Increase

22.8% of Educators are Multilingual

Administrators (8)

0%	0%	0%	37.5%	0%	62.5%
2+ Races	Asian	Amer. Indian	Black / AA	Hispanic	White
0 Hires	0 Hires	0 Hires	3 Hires	0 Hires	5 Hires

37.5% Admin of Color
3 TOTAL HIRES

↑ 7.3% Increase

2025–2026 Recruitment Highlights

WATERBURY PUBLIC SCHOOLS

91
Shortage Area Positions Filled
2025–2026 Academic Year

15
Rehires
Returned educators retaining expertise

Shortage Area Positions Filled Breakdown (91 Total)

TOP PRIORITY AREA

36
Special Education Teachers

10
Science Teachers

10
Bilingual / ESL Teachers

7
Math Teachers

6
Library Media Specialists

6
Social Studies Teachers

5
Speech & Language Pathologists

4
School Psychologists

4
World Language (Spanish)

3
Technology Education

2026–2027 Hiring Demographics

July 1st–Sept 14th

WATERBURY PUBLIC SCHOOLS

111 Total Hires

Teachers (97)

2+ Races	Asian	Amer. Indian	Black / AA	Hispanic	White
2.1%	1%	0%	9.3%	16.5%	71.1%
2 Hires	1 Hire	0 Hires	9 Hires	16 Hires	69 Hires

28.9%
Teachers of Color
28 TOTAL HIRES

18% of Educators are Multilingual

Administrators (14)

2+ Races	Asian	Amer. Indian	Black / AA	Hispanic	White
7.1%	0%	0%	14.3%	14.3%	64.3%
1 Hire	0 Hires	0 Hires	2 Hires	2 Hires	9 Hires

35.7%
Admin of Color
5 TOTAL HIRES

2026–2027 Recruitment Highlights

July 1st–Sept 14th

WATERBURY PUBLIC SCHOOLS

51
Shortage Area Positions Filled

6
Rehires

51 Vacancies
As of 9/14 (vs ~100 Pre-COVID avg)

Shortage Area Positions Filled Breakdown (51 Total)

TOP PRIORITY AREA

25
Special Education Teachers

6
Science Teachers

4
Social Studies Teachers

4
Math Teachers

4
World Language (Spanish)

3
Library Media Specialists

2
Bilingual / ESL Teachers

1
Speech & Language Pathologists

1
Allied Health

1
Technology Education

Recruitment and Retention Strategies

WATERBURY PUBLIC SCHOOLS





Waterbury Public Schools
Nov 24, 2025 ·

Interested in becoming a teacher for Waterbury Public Schools? Join us on November 25th to learn how to jumpstart your career while getting certified with support from TEACH Connecticut. Register at: ontch.org/TeachInWaterbury Teach.org

SHAPE WATERBURY'S FUTURE!

BECOME A WATERBURY PUBLIC SCHOOL TEACHER!



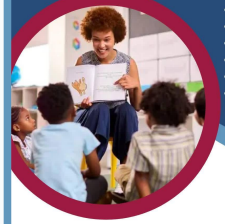
FREE VIRTUAL INFO SESSION
NOVEMBER 25TH AT 3:30PM

Join Waterbury Public Schools and TEACH Connecticut to discover:

- Pathways to earning your teaching certification
- Support and resources available through TEACH Connecticut
- Financial aid opportunities and application fee reimbursements

VIRTUAL JOB FAIR

Now Hiring Certified Teachers:



- Allied Health
- Bilingual/ESL
- Library Media
- Math
- Science
- Special Education

Apply Now

Date: **Wed. Nov. 26th**
Time: **10:00 am - 12:00 pm**
Where: **Google Meet**
https://meet.google.com/dbn-jntb-ied

SCAN HERE

Come Inspire With Us!

Waterbury Public Schools created an online **event**.
Nov 24, 2025 ·

WATERBURY PUBLIC SCHOOLS

Tue, Nov 25, 2025
Become a Waterbury Public School Teacher!
Online event

☆ Interested

Grow Your Own (GYO) Programs & Educator Preparation Programs

WATERBURY PUBLIC SCHOOLS

We have developed strategic partnerships with 17 Educator Preparation Programs (EPP) and Grow Your Own (GYO) initiatives as a key recruitment and retention strategy. Last school year we hosted 33 aspiring educators across a range of certifications including many shortage areas and 133 WPS students participated in EdRising.

9 GYO
Grow Your Own Placements

24 EPP
Educator Preparation Program Participants

133 EdRising
WPS High School EdRising Participants

GYO PLACEMENTS (9 TOTAL)

CT Teacher Residency (3 placed)

Special Education (2), Middle School Math (1)

NextGen Educator (3 placed)

World Language Spanish (1), Elementary (2)

Central Inspire Teacher Residency (2 placed)

Special Education (2)

WPS Teacher Apprenticeship (1 placed)

Elementary (1)

EDUCATOR PREP PLACEMENTS (24 TOTAL)

SCSU Student Teaching (10 placed)

Early Childhood (1), Elementary (4), ELA (1), School Counseling (1), Science (1), Speech/Language (2)

CCSU Student Teaching (5 placed)

Art (1), Dance (1), Social Studies (1), Special Education (1), TESOL (1)

ECSU (3) & UCONN (3) Student Teaching (6 placed)

ECSU: ELA (2), Elementary (1) | UCONN: Elementary (1), Social Studies (1), Special Education (1)

UHart (1) | UPENN (1) | USJ (1) (3 placed)

UHart: Elementary (1) | UPENN: Counseling (1) | USJ: Special Ed (1)

Educators Hired Via Partnerships & GYO

WATERBURY PUBLIC SCHOOLS



DULCE ARAGON
BUCKS HILL ELEMENTARY SCHOOL
BILINGUAL SPECIAL EDUCATION TEACHER



ZHANISE ARLINE
WALLACE MIDDLE SCHOOL
SCHOOL COUNSELOR



ABIGAIL CAMPBELL
HOPEVILLE ELEMENTARY SCHOOL
SPECIAL EDUCATION TEACHER



MELANIE CURRIE
REGAN ELEMENTARY SCHOOL
KINDERGARTEN TEACHER



BRITTANY DAVIS
NORTH END MIDDLE SCHOOL
SPECIAL EDUCATION TEACHER



NADIA DENNIS
MALONEY INTERDISTRICT MAGNET SCHOOL
SPECIAL EDUCATION TEACHER



LUZ HUYGHUE
WILBY HIGH SCHOOL
SPECIAL EDUCATION TEACHER



JADA JOHNSON
WILBY HIGH SCHOOL
PHYSICAL EDUCATION/HEALTH TEACHER



BUSHRA KHAN
WALLACE MIDDLE SCHOOL
MATH TEACHER



LEIGHA KLEM
BUNKER HILL ELEMENTARY SCHOOL
SPECIAL EDUCATION TEACHER



SARA MANUELE
WEST SIDE MIDDLE SCHOOL
SPEECH & LANGUAGE PATHOLOGIST



SAMANTHA MARTINO
ROTELLA INTERDISTRICT MAGNET SCHOOL
GRADE 1 TEACHER



MEGHAN MESSIER
KINGSBURY ELEMENTARY SCHOOL
SPECIAL EDUCATION TEACHER



FRANCISCA RAMOS
R.C. INTERNATIONAL DUAL LANGUAGE SCHOO
KINDERGARTEN TEACHER



JASMINE ROMAN
WEST SIDE MIDDLE SCHOOL
SCIENCE TEACHER



BRIANNA STONE
WENDELL CROSS ELEMENTARY SCHOOL
SPECIAL EDUCATION TEACHER



MARTHA VELAZQUEZ
WALLACE MIDDLE SCHOOL
SPANISH TEACHER

Not Photographed:

Steven Colon (Crosby Social Studies Teacher)
Tyrell Davis (Wilby Special Education Teacher)
Joseph Galante (NEMS Special Education Teacher)
Tanishaliz Guadalupe De Jesus (WCA Spanish Teacher)
Alyssa Meneo (Tinker Grade 1 Teacher)
Zaya Powell (Wallace Science Teacher)
Kaire Stango (Kingsbury Library Media)

Waterbury U

WATERBURY PUBLIC SCHOOLS

Professional Growth & Retention

Waterbury Public Schools offered **Waterbury U**, an ESSER-funded micro-credential program providing job-embedded learning. It strengthened educator effectiveness, improved student outcomes, and supported teacher retention, concluding its final phase in August 2026.

Participation

90 Educators

Fall 2022 – Spring 2023

Participated in job-embedded professional learning through BloomBoard.

70 Educators

Fall 2023 – Spring 2025

Enrolled directly to continue academic advancement.

Impact & Degrees

55 Graduates

Master's in Curriculum & Instruction

Including 23 graduates in 2026, with an additional 6 earning graduate certificates.

Aligned District Priorities:

- Social Emotional Learning
- Teaching Multilingual Learners
- Mathematics
- Supporting Students with Disabilities

800+ Courses Completed











Supporting New Teachers & Enhancing Retention

WATERBURY PUBLIC SCHOOLS

2025-2026
WPS NEW TEACHER RETENTION

90% retained

135 of 150 Hired Teachers

WPS maintains a high teacher retention rate (down slightly from 91.3% last year) through structural onboarding, comprehensive wellness resources, and continuous alignment with district instructional standards.

A resilient teaching environment built on continuous professional learning and robust wellness support.



Comprehensive Onboarding & Mentorship Support

- **TEAM Mentor Alignment:** Every new teacher, including those under DSAP permits, was paired with a TEAM mentor to guarantee consistent growth and individualized guidance.
- **Rigorous New Teacher Orientation:** Program structured with the Academic Office, Pupil Services, and College & Career Readiness to address core instructional priorities.
- **Curriculum & Systems Training:** Addressed classroom management, multilingual learner support, special education procedures, and mandated CT-SEDS training workflows.
- **Targeted Expert Seminars:** Featured professional learning session with Dr. David Cormier on effective, high-impact lesson design and unit structuring.

Community Connection, Wellness & Feedback Systems

- **Cultural Integration:** Organized the annual citywide bus tour culminating at the Mattatuck Museum to build historical and cultural context for student relationships.
- **Holistic Employee Wellness:** Outlined EAP services covering professional counseling, personal coaching, financial guidance, and mental health resources.
- **Responsive Midyear Assessment:** Conducted midyear surveys to evaluate experiences, identify struggles, and deploy adjusted supports directly to new teachers.
- **Comprehensive Approach:** Fostered a highly supportive environment through early professional learning and structural checking cycles.





Educator Evaluation

WATERBURY PUBLIC SCHOOLS

Year 2 Implementation: Evaluative workflows are fully digitized via PowerSchool's Unified Talent Perform platform, providing timely feedback, streamlining compliance, and supporting continuous professional growth district-wide.

TEACHERS

2025–2026 COMPLETION

98.3% completed

1,540 of 1,566 Evaluation Cycles

The vast majority of the teaching staff successfully finalized their evaluation cycles within the online platform.

Note: 26 pending cycles were due to approved medical leaves of absence.

ADMINISTRATORS

2025–2026 COMPLETION

97.1% completed

101 of 104 Evaluation Cycles

Strong leadership compliance ensures structured alignment with district standards and reliable administrative oversight.

Note: 3 pending cycles were due to approved medical leaves of absence.

THANK YOU!!!

WATERBURY PUBLIC SCHOOLS



#3

WATERBURY
PUBLIC SCHOOLS

MEMORANDUM

TO: Board of Education

FROM: Nyree C Toucet, Director of College and Career Readiness

DATE: September 14, 2026

RE: Executive Summary

EXECUTIVE SUMMARY

The Department of Education requests to enter into an agreement with the Connecticut State Community College Naugatuck Valley Upward Bound Program, which provides information on postsecondary education options, preparation, and financial literacy programming to high-poverty students and their families at Crosby, Wilby, and Kennedy High Schools. The Program enrolls students in grades 9-12 throughout the grant period and gets them ready for postsecondary education. These services will be offered at no cost to the City.

The Contract term shall be from the date of mayoral execution to August 31, 2027.

Attached for your review and consideration is the proposed contract, an affidavit of Disclosure and Certification, and a tax clearance from CT State Community College Naugatuck Valley.

PROGRAM AND DATA USE AGREEMENT BETWEEN CT STATE NAUGATUCK VALLEY AND CITY OF WATERBURY

This Agreement (the “Agreement” or the "Contract") is by and between the City of Waterbury, with an office at 236 Grand Street, Waterbury, Connecticut 06702 (hereinafter the "City") and the Connecticut State Community College Naugatuck Valley, a constituent unit of the Connecticut State Colleges and Universities, located at 750 Chase Parkway, Waterbury, Connecticut 06708 (hereinafter "CT State Naugatuck Valley" or "College") (each a “Party” and, collectively, the “Parties”).

WHEREAS, CT State Naugatuck Valley was awarded funding for four (4) five-year Upward Bound grants from the United States Department of Education ("USDOE") as follows: three general Upward Bound grants and one Upward Bound Math-Science grant) grants), entitled "Kennedy High School: Rise to the Top, Crosby High School Project S3 (STEM Students Succeed), Wilby Rise to the Top, and Crosby High School: Rise to the Top." The grants were awarded under CFDAs #84.047A and 84.047M and Award #s P047A221288-24, P047M220476-25, P047A221264-24, and P047A221275-25.

WHEREAS, CT State Naugatuck Valley administers these Upward Bound grants through the Upward Bound Program, which provides information on postsecondary education options, preparation, and financial literacy programming to high poverty students and their families at Crosby, Wilby, and Kennedy High Schools in Waterbury, Connecticut (the "Program"). The Program enrolls students in grades 9-12 throughout the grant period and gets them ready for postsecondary education (“Program Students”).

WHEREAS, CT State Naugatuck Valley is the operator of the Program, and the City is the operator of the high schools where the Program is offered.

WHEREAS, the goals of the Program are to:

1. Increase first-generation student and family knowledge of postsecondary education options, preparation and financing.
2. Increase first-generation student academic performance and preparation for postsecondary education, and
3. Increase the rate of high school graduation and enrollment in postsecondary education among students in the targeted schools.

WHEREAS, in support of Program outcomes, it is necessary for the City to share certain data regarding Program Students with the Program and CT State Naugatuck Valley, consistent with their commitment to protecting student privacy and data security in accordance with the requirements of Conn. Gen. Stat § 10-234aa et seq. (the “CT Student Data Law”) and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time (“FERPA”).

Now, therefore, the Parties agree as follows:

SECTION I - PURPOSE

The purpose of this Agreement is to formalize the partnership between CT State Naugatuck Valley and the City, in support of the Program to provide, develop, organize, administer and evaluate services to students, families, teachers and schools and to establish the terms under which Program Student data may be shared.

SECTION II - RESPONSIBILITIES OF THE PARTIES

A. CT State Naugatuck Valley Responsibilities

CT State Naugatuck Valley shall develop, organize, provide, administer, and evaluate Program services to students, families, teachers, and schools as follows.

1. CT State Naugatuck Valley shall designate a Program Director to manage the development and implementation of the Program and serve as the Program's primary point of contact. The Program Director shall have the following responsibilities:
    i. Manage the implementation of the Program service delivery plan
    ii. Supervise liaisons at the high school(s) ("Site Coordinators") and other Program staff as applicable.
    iii. Develop expectations for Site Coordinator(s) in accordance with the Program outcomes and objectives.
    iv. Coordinate efforts between the three high schools.
    v. Manage data collection and analysis efforts and maintain records on Program participants.
    vi. Oversee expenses incurred, ensuring that they are allowable, necessary and reasonable.
    vii. Develop and submit federal annual performance reports.
    viii. Respond to information and other requests from the College Office of CT State or USDOE.
    ix. Participate in regional/national Upward Bound Program meetings to ensure coordination, continual learning, dissemination of promising and effective practices, and professional development.

2. CT State Naugatuck Valley shall manage and supervise the Program Director and work with City personnel that shall include but not be limited to Site Coordinators, administrative/supervisors, district teachers, education aids, teacher advisors, tutors and mentors.
3. CT State Naugatuck Valley shall recruit and/or assist in recruiting Program Students.
4. CT State Naugatuck Valley shall maintain a system for student tracking and monitoring using Blumen and the National Student Clearinghouse platforms.
5. CT State Naugatuck Valley shall facilitate any other agreements to support the delivery of Program-related services. All agreements must be reviewed with the CT State Office of Sponsored Programs for compliance and alignment of grant goal objectives.
6. CT State Naugatuck Valley and the Program Director will work with the City to administer and/or oversee the administration or appropriate student assessments if applicable or required.
7. CT State Naugatuck Valley will ensure that the following language is added to all public documentation or advertising on behalf of the Program (including, but not limited to, job postings, bid documents, marketing materials, flyers, brochures, programs.):

    "This program (or event) is funded (in whole or in part) by an Upward Bound grant as implemented by the United States Department of Education."

8. CT State Naugatuck Valley shall track all federal expenditures in accordance with USDOE requirements.
9. The Program Director shall communicate to the Upward Bound Program Specialist at the USDOE in writing for review, discussion and approval prior to making any modifications or changes to personnel and the programming.
10. Activities to be conducted by CT State Naugatuck Valley under the leadership of the Program Director shall include, but are not limited to the following:
    i. Academic Achievement: the Program will offer after-school tutoring that incorporates a schema-based strategy to help students with Math, English, and Science
    ii. Parental Awareness and Engagement: Program will educate parents of Program Students

regarding postsecondary education options, preparation, and finance. Specific areas of emphasis include:

a. College Awareness: Initiatives shall include publications, workshops and meetings to inform parents/families of the benefits and opportunities available to attain a college education, resources to pay for college, the importance of a rigorous course of study, test scores and top grades, the skills and knowledge required for college success, and the supportive role parents and guardians can provide their child to achieve their potential.
b. College Planning and Financing: Program staff shall conduct evening seminars with parents/families on topics such as: "becoming investors instead of consumers;" accumulation of debt; federal and state laws regarding student loans; and how to calculate interest and applying for financial aid.
c. Student Academic Progress: Program staff shall provide workshops and presentations to parents/families that talk about the students' efforts to meet Program objectives. Parents/families will learn how to monitor students' performance and how to advocate their best interests.
d. Transition to college: CT State Naugatuck Valley shall coordinate Program Student visits to institutions of higher education to orient students physically, socially and culturally to a college campus and as a motivation to pursue higher education. CT State Naugatuck Valley will also engage faculty guest speakers.
e. Summer Program: College and/or career readiness coursework shall be embedded in any summer programming. Students shall participate in a six-week summer program hosted at CT State Naugatuck Valley that focuses on English, math, science, and culture topics.
f. Mentoring/tutoring: Group and individual sessions focused on academics, critical thinking, test-taking strategies, and study skills, peer tutors and adult mentors to work with students holistically in group settings and one-on-one. Provide information on how the Upward Bound Program helps students in garnering scholarship opportunities to help offset the costs of postsecondary education.

B. City Responsibilities

The City shall assist CT State Naugatuck Valley with the deliverables found in this Agreement. The City shall not be financially compensated for their services and agree that their services shall be tracked in support of the Program. The City shall;

1. Cooperate with Program Director and Site Coordinators to implement support services as listed above;
2. Obtain and maintain written consent from Program Students parents or guardians in accordance with the CT Student Data Law and FERPA, to provide the data elements listed in this Agreement (the "Student Data") to CT State Naugatuck Valley and the Program;
3. Provide access to Student Data documents and records such as assessment, test scores, Individual Education Programs ("IEPs"), Student Success Plans ("SSPs") and other educational records as needed and requested by the Program Director in order to better evaluate the effectiveness of the Program or to provide specific assistance to specific Program Students; and
4. Provide access to all student level data required for federal monitoring and reporting. Collaboration between the Program Director and City contacts for reporting of information is dependent on parent/guardian consents received. Student demographics will be uploaded into a tracking database. Written consent from the parent or guardian of the student must be obtained in order for this information to be released to the Program. The following is a list of the Student Data required for each student in order to participate in the Program and comply with the applicable USDOE grant

terms.

Student Name (First, Last, MI)
SASID (State Assigned student ID)
Address and date of birth
School name and grade level
Course level, gender and ethnicity
ESL/limited language proficiency (if applicable)
Homelessness (if applicable)
Foster care (if applicable)
Free and reduced lunch (if applicable)
Enter/exit date into district
Standardized test scores/PSAT/SAT
Grade Point Average
Attendance/Behavioral data
Successful promotion to next grade level data
High School graduation data
Successful matriculation to higher education program data

5. Provide access to relevant meetings and information from those in leadership within the City school district, particularly those involved in the alignment of math, science and English language arts curriculum with college admissions expectations and the level of the 1st year college curriculum.
6. In addition to general student data listed above in Section II.B.3, data on the availability of, and Program Student engagement with, the following services will be tracked for Program Students to align with the grant objectives :
    i. Academic Tutoring.
    ii. Summer Bridge Programming offered by CT State Naugatuck Valley.
    iii. Rigorous Courses (AP, Honors, CT State Dual Enrollment/Concurrent Enrollment offered by Waterbury School District).
    iv. Social-Emotional Supports offered by Waterbury School District.
    v. Teachers/Counselors receive Professional Development related to college/career readiness.
    vi. PSAT/SAT Prep Programs.
    vii. STEM work-based learning to enable students to apply academic lessons in the "real world" and return to school with a greater appreciation for- and commitment to - STEM learning.
    viii. Completion of Free Application for Federal Student Aid ("FAFSA").
    ix. Family engagement/participation in services.
    x. College Visits.
    xi. First-Year Experience (FYE) Courses and/or bridge program, and Dual Enrollment Program/Course.
    xii. School specific data regarding truancy, course completion and participation, standardized testing, earned course credits, and graduations rates including the following:
        a) Students enrolled in advanced math, science, and English courses
        b) Student completion rate for Pre-Algebra, Algebra I, Geometry, Algebra II, Trigonometry, Pre-Calculus, Calculus, Biology, Chemistry, Physics, and Advanced Placement courses
        c) Grade level performance/proficiency

d) Final Grades for courses
e) Unexcused absences
f) PSAT/SAT/ACT test results
g) Graduation rates
h) Scholarships Awarded
i) Postsecondary Enrollment

C. City Deliverables:

1. The City shall submit all deliverables and reports to the Program Director in accordance with the following:
   i. Student information rosters submitted by October and July of every school year within the term of this Agreement
   ii. Aggregate Control Group data submitted by October and July of every school year within the term of this Agreement
   iii. Individualized Student Standardized test results (CMT, CAPT, PSAT, SJ\T, ACT) submitted by July of every school year within the term of this Agreement
   iv. Course completion rates submitted by June of every school year within the term of this Agreement
   v. Final grades of control group data submitted by July of every school year within the term of this Agreement
   vi. Truancy data submitted by July of every school year within the term of this Agreement
   vii. Postsecondary enrollment information of graduates by July 30, 2027

D. Surveys and Reporting:

1. The City shall submit all deliverables and reports to the Program Director in accordance with the following:
   i. The City shall work with the Program Director and aid with distribution of, and collection of, Program Student, parent and school surveys.
   ii. The City shall make programming space available and access to technology such as printers, as needed/designated, at the following locations for Program staff and related activities:
      a) Crosby High School
      b) Wilby High School
      c) Kennedy High School

   Changes to these specific requirements shall be made in writing by mutual agreement by the Parties.

Occasionally, additional spaces shall be needed such as the gymnasium, library, computer lab, auditorium, and which shall be coordinated with the building administrator.

2. The City shall provide personnel as follows to collaborate with the Program Director:
   i. A liaison from the City's Department of Education central office administration to function as the main point of contact for the Program Director on the Program.
   ii. The City shall provide bussing for Program field trips.

E. Responsibilities regarding Student Data

1. Each Party shall ensure that it acts in compliance with all applicable law in performing its respective obligations under this Agreement, including without limitation FERPA and the

CT Student Data Law.

2. Each Party shall transmit Student Data through a secure means of exchange. Further, each Party shall only provide access to Student Data to personnel who have a legitimate interest in the data and shall ensure that such personnel has received training with respect to the data privacy and security requirements under FERPA and CT Student Data Law.
3. Upon discovery of a breach of security that results in the unauthorized release, disclosure or acquisition of Student Data, the Party experiencing the breach shall provide the other Party with written notice of such breach without unreasonable delay, but in no event later than thirty (30) days from discovery by contacting:

    a. Matthew Jose, TRIO Upward Bound Program Director, CT State Naugatuck Valley, matthew.jose@ctstate.edu
    b. Will Zhuta, Supervisor of Management, Information and Technology, vzhuta@waterbury.k12.ct.us

    The written notice shall include the following information to the extent known by the party: (i) date and time of the breach; (ii) names of any students whose data were impacted by the breach; (iii) nature and type of student data included in the breach; and (iv) the nature and extent of the breach.

F. Responsibilities Regarding College's Access to City Facilities & Contact with City Students

1. Activities, Work, and Services Performed in City of Waterbury Department of Education ("Education") Facilities, on School Grounds, at Student Sporting Events, and/or where City Students are Present. For all activities in school facilities and/or Education facilities, the College shall first be required to coordinate all on-site visits and activities with the appropriate Education or school facility department/personnel and shall obtain any necessary clearance, ID badges, etc. Program staff shall enter and exit all school facilities and Educational facilities as designated and authorized by the appropriate Education or school facility personnel.

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

SECTION III - CONTRACT PERIOD, TERM AND CANCELLATION

Term of Agreement:
The term of this Agreement shall be from September 1, 2026, through August 31, 2027, contingent upon continued grant funding from the USDOE CFDAs #84.047A and 84.047M and Award #s P047A221288-24, P047M220476-25, P047A221264-24, and P047A221275-25.

Cancellation of Agreement:
This Agreement shall remain in full force and effect for the entire term of the Agreement period stated above unless cancelled by either Party, by giving thirty (30) days' written notice, delivered personally or by certified or registered mail to the following addresses:

For CT State Naugatuck Valley, send or deliver notice to:
Christina Royal, Interim President
CT State Community College
185 Main St
New Britain, CT 06051

For the City of Waterbury, send or deliver notice to:
Dr. Darren Schwartz, Superintendent of Schools
Waterbury Public School District
236 Grand Street
Waterbury, CT 06702

SECTION IV - OTHER TERMS AND CONDITIONS

Statutory Authority:
Connecticut General Statutes §§ 10a-6, 10a-1b, 4a-52a, and /or 10a-151b provides CT State Naugatuck Valley with the authority to enter into contracts in the pursuit of its mission.

Professional Standards:
In rendering services under this contract, the City shall conform to high professional standards of work and business ethic. The City warrants that the services shall be performed: 1) in a professional and workmanlike manner; and 2) in accordance with generally and currently accepted principles and practices. During the term of this contract, the City agrees to provide to CT State Naugatuck Valley in a good and faithful manner, using its best efforts and in a manner that shall promote the interests of said CT State Naugatuck Valley, such services as CT State Naugatuck Valley requests, provided in this contract.

Federal and State statutes and regulations:
In performing services pursuant to this contract, City, its employees and representatives shall at all times comply with all applicable federal and state statutes, regulations and laws, including, but not limited to, the Gramm-Leach-Bliley Act, the Family Educational Rights and Privacy Act ("FERPA") and related State Contracting Agency Policies, in the protection of all personally identifiable and other protected confidential information and non-directory student data.

Claims Against the State:
The City agrees that the sole and exclusive means for the presentation of any claim against the State arising from this Agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the City further agrees not to initiate legal proceedings in any state or federal court in addition to, or in lieu of, said Chapter 53 proceedings.

Forum and Choice of Law:
The parties deem the Contract to have been made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The City waives any objection which it may now have or will have to the laying of venue of any claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

Sovereign Immunity:
The parties acknowledge and agree that nothing in this Contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may

have had, now have or will have with respect to all matters arising out of this Contract. To the extent that this section conflicts with any other section, this section shall govern.

Executive Orders and Other Enactments:
a. All references in this Contract to any Federal, State, or local law, statute, public or special act, executive order, ordinance, regulation or code (collectively, "Enactments") shall mean Enactments that apply to the Contract at any time during its term, or that may be made applicable to the Contract during its term. This Contract shall always be read and interpreted in accordance with the latest applicable wording and requirements of the Enactments. At the City's request, the Client Agency shall provide a copy of these Enactments to the City. Unless otherwise provided by Enactments, the City is not relieved of its obligation to perform under this Contract if it chooses to contest the applicability of the Enactments or the Client Agency's authority to require compliance with the Enactments.

b. This Contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thom;:is J. Meskill, promulgated February 15, l 9Tl, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of this Contract as if they had been fully set forth in it.

c. This Contract may be subject to (1) Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services; and (2) Executive Order Nos. 1::l F and 13G of Governor Ned Lamont, promulgated September 3, 2021, and September 10, 2021, respectively, concerning protection of public health and safely during COVID-19 pandemic, as extended by Executive Order No. 14A of Governor Ned Lamont, promulgated September 30, 2021. If any of the Executive Orders referenced in this subsection is applicable, it is deemed to be incorporated into and made a part of this Contract as if fully set forth in it.

Family Educational Rights and Privacy Act (FERPA):
Family Educational Rights and Privacy Act. City shall comply with the provisions of the Family Educational Rights and Privacy Act (FERPA). For purposes of this Contract, FERPA includes any amendments or other relevant provisions of federal law, as well as all requirements of Chapter 99 of Title 34 of the Code of Federal Regulations, as amended from time to time. Nothing in this agreement may be construed to allow City to maintain, use, disclose or share student information in a manner not allowed by federal law or regulation or by this contract. City agrees that it shall not provide any student information obtained under this Contract to any party ineligible to receive data protected by FERPA. This section shall survive the termination, cancellation or expiration of this Contract.

Audit Requirements for State and Federal Grants:
For State -Funded Grant Contracts where the City has or will receive $100,000 or more in any State grants(s) during the City's fiscal year. For purposes of this clause, the word "City" shall be read to mean "nonstate entity," as that term is defined in Conn. Gen. Stat. § 4-230. The City shall provide for an annual financial audit acceptable to CT State Naugatuck Valley for any expenditure of State-awarded fonds made by the City. Such audit shall include management letters and audit recommendations. The State Auditors of Public Accounts shall have access to all records and accounts for the fiscal year(s) in which the award was made. The City will comply with federal and State single audit standards as applicable.

Audit Requirements for Federal Grants: For U.S. based, non-profit Citys expending $500,000 or more of federal awards in one year: The City agrees to comply with the requirements of Office of Management and Budget (0MB) Circular A-133. City further agrees to provide CT State Naugatuck Valley with copies of all independent auditors' reports which cover the period of performance of this Contract. City will provide a copy of its response to auditors' reports and, in instances of non-compliance, a plan for

corrective action. All records and reports prepared in accordance with the requirements of 0MB Circular A-133 shall be made available for review or audit by appropriate officials of the Federal agency, CT State Naugatuck Valley, or the General Accounting Office (GAO) during normal business hours.

Confidential Information:
The City acknowledges that it may have access to Confidential Information (as hereinafter defined). The City agrees that it will use the Confidential Information solely for the purpose of performing its duties as a consultant and agrees that it will not divulge, famish, publish or use for its own benefit or for the direct or indirect benefit of any other person or entity, whether or not for monetary gain, any Confidential Information.

For purposes of this Agreement, the term "Confidential Information" shall mean (i), all information related to the business operations, marketing plans, financial position and (ii) other business information and any other information disclosed to the City. Confidential Information shall not include information which (i) is or becomes part of the public domain through no act or omission attributable to the City, (ii) is released after prior written authorization or (iii) the City receives from any third party who is unrelated to it and who is not under any obligation to maintain the confidentiality of such information.

Insurance. Each Party to this Agreement agrees to procure and maintain at its own cost all such insurance coverage as would be usual and prudent for a comparable organization to maintain in respect of the activities carried on by that party pursuant to this Agreement and to provide evidence of such insurance to the other Party on that Party's reasonable request.

Responsibility. Each party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other party for the consequences of any negligent act or omission of any person, firms, or corporation not a party to this Agreement. If the conduct of both the parties results in such loss, the responsibility and obligations shall be allocated in proportion to each party's own negligence subject to the extent of any applicable negligence laws. Nothing herein shall be deemed to constitute a waiver by the College of any privilege, protection, or immunity otherwise afforded to it under applicable Connecticut law. This provision shall survive termination of this Agreement.

Force Majeure:
Neither party shall be liable to the other or be deemed to be in breach of this Contract for any failure or delay in rendering performance arising out of causes beyond its reasonable control and without its fault or negligence ("Force Majeure"). Such causes may include, but. are not limited to, acts of nature or of a public enemy, fires, floods, war, embargo, pandemics, epidemics, public health events of international concern ("PHEIC"), supply chain delays from countries or regions effected by PHEIC, governmental actions or orders (e.g., quarantine restrictions, travel restrictions, limitations on public gatherings, etc.), strikes, boycott, lockout, accident, explosion, riot, insurrection, terrorist act, Act of God, acts of governmental authority, or unusually severe weather.

In the case of a Force Majeure event, either party may provide written notice to delay performance under this Section for thirty (30) days. At its option, upon written notice, CT State Naugatuck Valley may terminate any Services that are delayed more than thirty (30) days by a Force Majeure event. In such a situation, CT State Naugatuck Valley shall be reimbursed for any Services paid for but not performed within fourteen (14) days of such good-faith termination notice.

Quality Surveillance, Examination of Records and Inspection of Work:
Pursuant to C.G.S. §§ 4e-29 and 4e-30, all services performed by the City and all records pertaining to this contract shall be subject to the inspection and approval of the State and CT State Naugatuck Valley at

reasonable times.

Assignment:
This contract shall not be assigned by either party without the express prior written consent of the other.

Violation of Standards:
City will require its employees to comply with the standards listed in Professional Standards and 19 (a) above. CT State Naugatuck Valley may, at its discretion, recommend discharge of any employee of the City found to be in violation of the standards listed in l.l (i) or l.2(a) above, or in violation of any law or standards adopted by CT State Naugatuck Valley from time to time, as required, to protect the health, safety and welfare of the CT State Naugatuck Valley community. Upon request of CT State Naugatuck Valley, City shall remove any of its employees that violates said standards from assignments to be performed under this Agreement.

References to Statutes, Public Acts, Regulations, Codes and Executive Orders:
All references in this Contract to any statute, public act, regulation, code or executive order shall mean such statute, public act, regulation, code or executive order, respectively, as it has been amended, replaced or superseded at any time. Notwithstanding any language in this Contract that relates to such statute, public act, regulation, code or executive order, and notwithstanding a lack of a formal amendment to this Contract, this Contract shall always be read and interpreted as if it contained the most current and applicable wording and requirements of such statute, public act, regulation, code or executive order as if their most current language had been used in and requirements incorporated into this Contract at the time of its execution.

Entire Agreement:
This written contract, including Exhibit A, shall constitute the entire agreement between the parties and no other terms and conditions in any document, acceptance or acknowledgment shall be effective or binding unless expressly agreed to in writing by CSCU. This contract may not be changed other than by a formal written contract amendment signed by the parties hereto and approved by the Connecticut Attorney General, if required.

City Required Provisions:
City of Waterbury's Ethics Code Ordinance. The Signatories to this Contract hereby acknowledge it is responsible for familiarizing itself with and adhering to Chapter 39 of the City's Ordinance regarding Ethics and Conflicts of Interest.

Prohibition Against Gratuities and Kickbacks (§39.042 of City's Code of Ordinances)
No person shall offer, give, or agree to give any current or former public official, employee or member of a board or commission, or for such current or former public official, employee or member of a board or commission to solicit, demand, accept or agree to accept from another person a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or purchase order, or to any solicitation or proposal, therefore.

No person shall make any payment, gratuity, or offer of employment as an inducement for the award of a subcontract or order, by or on behalf of a subcontractor, the prime contractor or higher tier subcontractor or any person associated therewith, under contract or purchase order to the City.
The value of anything transferred or received in violation of the provisions of this Chapter or regulations

promulgated hereunder by any person subject to this Chapter may be recovered by the City.

Prohibition Against Contingency Fees (§39.47 of City's Code of Ordinances). The Signatories to this Contract 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.

ACCEPTANCES AND APPROVALS

City of Waterbury by:

_____ _____

Paul K. Pernerewski, Jr. Date
Mayor

Connecticut State Community College Naugatuck Valley by:

_____ _____

Christina Royal Date
Interim President

#4

WATERBURY PUBLIC SCHOOLS

MEMORANDUM

TO: Board of Education

FROM: Nyree Toucet, Director of College and Career Readiness

DATE: September 29, 2026

RE: Wealth Generation

EXECUTIVE SUMMARY

The Department of Education is requesting approval to enter into a partnership with Wealth Generation at no cost to the district. Through this partnership, Wealth Generation will provide a Financial Literacy Program for Waterbury Public Schools students at North End Middle School designed to strengthen their understanding of essential personal finance concepts, including investing, saving, banking, debt reduction, credit, insurance, retirement planning, and other areas of financial wellness.

The Financial Literacy Program will be offered once per week for a period of up to seven (7) weeks and will serve up to 25 students. The specific program schedule will be mutually agreed upon by North End Middle School and Wealth Generation.

The Memorandum of Understanding will become effective upon execution by the Mayor and will remain in effect through June 30, 2027.

Attached for your review and consideration are the proposed Memorandum of Understanding, Affidavit of Disclosure and Certification, and Tax Clearance Form for Wealth Generation.

MEMORANDUM OF UNDERSTANDING
for
FINANCIAL LITERACY
between
THE CITY OF WATERBURY
And
WEALTH GENERATION LEGACY, INC.

This Memorandum of Understanding ("MOU") is between the City of Waterbury, Waterbury Public Schools (the "City" or "WPS") and Wealth Generation Legacy, Inc. ("Wealth Generation") (Jointly referred to as the "Parties" to this MOU).

1. **Purpose and Goals.** The purpose of this MOU is a joint effort to teach students at Waterbury Public Schools ("WPS") personal financial literacy consisting of the importance of investing, savings, banking, debt reduction, credit, insurance, retirement, and more ("Financial Literacy Program"). Through such Financial Literacy Program, Wealth Generation aims to meet the following goals:

   1.1. Each student has an aptitude of 75% or higher;

   1.2. To remove one of the primary barriers hindering youth today: understanding the concept of money management;

   1.3. For information learned in the Financial Literacy Program to be shared with friends and family;

   1.4. Prepare students for the financial challenges of college and avoiding high levels of student loan debt;

   1.5. Students' increased confidence with handling money and self-positivity;

   1.6. Become a resource for youth after the Wealth Literacy Program is completed.

2. **Roles and Responsibilities.** The above goals will be accomplished by undertaking the following activities:

   2.1. The Financial Literacy Program shall be held once a week over a period of up to seven (7) weeks for up to 25 WPS students upon a schedule mutually agreed between WPS and Wealth Generation.

   2.2. Financial Literacy sessions will not take place on days in which Waterbury Public Schools are either not in session or are not a full day.

   2.3. Sessions that need to be canceled due to weather or illness shall be rescheduled.

2.4. Wealth Generation Responsibilities.

2.4.1. Wealth Generation shall provide one to two Certified Personal Financial Educators to instruct each session.

2.4.2. Wealth Generation shall provide each student with one (1) course curriculum workbook and one (1) reading book.

2.5. WPS Responsibilities.

2.5.1. WPS shall provide space to accommodate up to 40 students for each session in accordance with the mutually agreed upon schedule between WPS and Wealth Generation.

3. **Duration.** This MOU shall become effective on the date executed by the Mayor and shall terminate June 30, 2027, unless termination of this MOU is initiated by either Party by written notification 30 days prior to the effective termination date.

3.1. Option Periods.

3.1.1. The Parties shall have the option to extend this MOU for up to two (2) additional one (1) year terms upon mutual written agreement and upon the same terms and conditions contained herein.

4. **Funding.** This MOU is not a commitment of funds, rather an understanding of respective and collective roles for both the City and Wealth Generation. Neither Party shall be responsible to compensate the other.

5. **Criminal Background Check and DCF Registry Check.** Wealth Generation represents and warrants that it and its employees who may be assigned to perform the services required for the Financial Literacy Program as set forth in this document have no history of violations of the laws or regulations of the State of Connecticut pertaining to public health, have not been convicted of a crime and have no criminal investigation pending.

   Wealth Generation shall, pursuant to Connecticut General Statutes §10-66rr, as amended from time to time, require that anyone employed by Wealth Generation who performs a service under this MOU, shall submit to a records check of the Department of Children and Families child abuse and neglect registry and provide a copy of said records check to the City prior to commencing work under this MOU. The City and the Board shall rely on these representations.

6. **Confidentiality/FERPA.** Wealth Generation shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education, Connecticut Department of Education and the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc. Wealth Generation shall further ensure that its employees, agents, or anyone performing work on their behalf under the terms of this MOU

shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education and those of the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc.

6.1. Any and all materials contained in City of Waterbury student files that are entrusted to Wealth Generation or gathered by Wealth Generation in the course of its services shall remain in the strictest confidence to prevent disclosure of the same. All information furnished by the City or gathered by Wealth Generation shall be used solely for the purposes of providing services under this MOU.

6.1.1. Wealth Generation acknowledges that in the course of providing services under this MOU, it may come into the possession of education records of City Waterbury students as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99) Wealth Generation and City shall comply with the requirements of said statute and regulations, as amended from time to time and Wealth Generation agrees to use information obtained from the City or student education records only for the purposes provided in this MOU. Without the prior written consent of the student's parent or guardian, as required by FERPA, Wealth Generation has no authority to make disclosures of any information from education records. Wealth Generation shall instruct its employees of their obligations to comply with FERPA.

7. Indemnification.

7.1. Wealth Generation 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 Wealth Generation, 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 Wealth Generation 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.

7.2. In any and all claims against the City or any of its boards, agents, employees or officers by Wealth Generation or any employee of Wealth Generation, 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 7.1, 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 Wealth Generation or any subcontractor under Worker's Compensation Acts, disability benefit acts or other employee benefit acts.

7.3. Wealth Generation understands and agrees that any insurance required by this MOU, or otherwise provided by Wealth Generation, shall in no way limit the responsibility to indemnify, defend, keep and hold harmless the City as provided in this MOU.

7.4. Wealth Generation expressly understands and agrees that any performance bond or insurance protection required by this MOU, or otherwise provided by Wealth Generation, 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.

7.5. Royalties and Patents. Wealth Generation 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 Wealth Generation'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, Wealth Generation 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 Wealth Generation and as to any award made thereunder.

7.6. In the event this MOU and/or Wealth Generation'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, Wealth Generation 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 Wealth Generation, or its subcontractor, omission or commission.

8. Insurance. Wealth Generation shall agree to maintain in full force at all times during the contract the following minimum coverages and shall name City of Waterbury and the Waterbury Board of Education as an Additional Insured on a primary and non-contributory basis to all policies, except Workers Compensation. All policies should also include a waiver of subrogation. Insurance shall be written with Carriers approved in the State of Connecticut with a minimum AM Best's rating of "A-" VIII. The Additional Insured Endorsement and Waiver of Subrogation shall read as follows: "The City of Waterbury and its Board of Education is listed as an Additional Insured on a primary and non-contributory basis on all policies except Workers Compensation and Professional Liability. All policies shall include a Waiver of Subrogation except Professional Liability."

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of (2) years from the completion date of this contract. If the policy is replaced

and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Wealth Generation shall provide original completed Certificates of Insurance to the City prior to contract issuance and shall provide replacement/renewal certificates at least 30 days prior to the expiration of the policies.

Wealth Generation shall maintain the following policy limits:

8.1. General Liability Insurance:
$**1,000,000.00** per Occurrence
$2,000,000.00 aggregate
$2,000,000.00 Products and completed operations aggregate

8.2. Automobile Liability:
$1,000,000.00 Combined Single Limit (CSL)
Any Auto, All Owned and Hired Autos

8.3. Workers' Compensation: WC Statutory Limits
Employers' Liability:
$1,000,000.00 EL Each Accident
$1,000,000.00 EL Disease Each Employee
$1,000,000.00 EL Disease Policy Limit

8.4 Excess/Umbrella Liability:
$1,000,000.00 Each Occurrence
$1,000,000.00 Aggregate

8.4. Professional Liability/E&O:
$1,000,000.00 each Wrongful Act
$1,000,000.00 Aggregate

8.5. Abuse/Molestation Liability Insurance:
$1,000.000.00 per Occurrence
$1,000,000.00 Aggregate

9. **Termination for Convenience of the City.** The City may terminate this MOU at any time for the convenience of the City, by a notice in writing from the City to Wealth Generation.

10. **Termination for Non-Appropriation.** Wealth Generation acknowledges that the City is a municipal corporation and that this MOU is subject to the appropriation of funds by the City sufficient for this MOU for each budget year in which this MOU is in effect. Wealth Generation therefore agrees that the City shall have the right to terminate this MOU in whole or in part without penalty in the event sufficient funds to provide for services under this MOU are not appropriated, not authorized or not made available pursuant to law, or such funding has been

reduced pursuant to law.

11. **Nondiscrimination.** The parties to this MOU agree, as required by sections 4a-60 and 4a-60a of the Connecticut General Statutes, not to discriminate against any person on the basis of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, sexual orientation, intellectual disability, mental disability, or physical disability, including but not limited to, blindness, unless it is shown by such party that such disability prevents performance of the work involved. Each party agrees to comply with all applicable federal and state of Connecticut nondiscrimination and affirmative action laws, including but not limited to, sections 4a-60 and 4a-60a of the Connecticut General Statutes.

12. **City of Waterbury, Code of Ordinances, Ethics and Conflict of Interest Code, Provisions.**

12.1. **City of Waterbury's Ethics Code Ordinance.** Wealth Generation hereby acknowledges it is responsible for familiarizing itself with and adhering to Chapter 39 of the City's Ordinance regarding, Ethics and Conflicts of Interest. 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 39, click on "TITLE III: ADMINISTRATION", then click on "CHAPTER 39: ETHICS AND CONFLICTS OF INTEREST"].

12.2. **Prohibition Against Gratuities and Kickbacks (§39.042 of City's Code of Ordinances)**

12.2.1. No person shall offer, give, or agree to give any current or former public official, employee or member of a board or commission, or for such current or former public official, employee or member of a board or commission to solicit, demand, accept or agree to accept from another person a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or purchase order, or to any solicitation or proposal therefore.

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

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

12.3. <u>Prohibition Against Contingency Fees (§39.47 of City's Code of Ordinances).</u> Wealth Generation 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.

13. Force Majeure. Neither Wealth Generation nor the City shall be held responsible for delays or be considered to be in breach of this MOU or be subject to liquidated damages when their respective obligations under this MOU are caused by conditions beyond their control, including without limitation: (i) Acts of God, such as severe acts of nature or weather events including floods, fires, earthquakes, hurricanes, cyclones, or explosions; (ii) war, acts of terrorism, acts of public enemies, revolution, civil commotion or unrest, riots, pandemics or epidemics; (iii) acts of governmental authorities such as expropriation, condemnation, changes of law and order or regulations, proclamation, ordinance, or other governmental requirement; (iv) strikes and labor disputes; and (v) 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 MOU 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 MOU.

14. Notice. Except as otherwise specifically prohibited in this MOU, whenever under this MOU 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 Wealth Generation, 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:

Wealth Generation:
Naciki Reid
Executive Director
Wealth Generation Legacy, Inc.
8 Andrea Lane
Bloomfield, CT 06002

City:
The City of Waterbury
Attn: Nyree Toucett
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

15. Disputes; Legal Proceedings; Waiver of Trial by Jury and Continued Performance. Wealth Generation agrees that it waives a trial by jury as to any and all claims, causes of

action or disputes arising out of this MOU or services to be provided pursuant to this MOU.

16. **Subcontracting.** Wealth Generation shall not, without the prior written approval of the City, subcontract, in whole or in part, any of Wealth Generation's services. Any subcontractor so approved shall be required to secure and maintain insurance coverage equal to or better than that required of Wealth Generation 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 Wealth Generation 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. Wealth Generation shall be as fully responsible to the City for the acts and omissions of Wealth Generation'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 Wealth Generation.

17. **Assignability.** Wealth Generation shall not assign any interest in this MOU, 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 Wealth Generation from the City under this MOU 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. **Governing and Choice of Forum.** This MOU shall be construed in accordance with the terms and conditions set forth in this MOU 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 MOU or otherwise shall be determined by a court of competent jurisdiction in Waterbury, Connecticut (or the Federal Court otherwise having territorial jurisdiction over such City and subject matter jurisdiction over the dispute), and not elsewhere.

19. **Entire Agreement.** This MOU 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 MOU must be in writing and agreed to and executed by the City and Wealth Generation.

[signature page follows]

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

WITNESSES:

CITY OF WATERBURY

_____
Sign & Date

By: _____
Neil M. O'Leary, Mayor

_____
Sign & Date

Date: _____

WITNESSES:

WEALTH GENERATION LEGACY, INC.

_____
Sign & Date

By: _____
Naciki Reid, Executive Director

_____
Sign & Date

Date: _____

WATERBURY
PUBLIC SCHOOLS

Michael Merati
Supervisor of Career & Technical Education
(203) 573-5029
mmerati@waterbury.k12.ct.us

#5

To: Board of Education

From: Michael Merati, Supervisor of Career & Technical Education, Academic Office

Date: September 22, 2026

Re: Board of Education Approval Request / UConn Robotics Facility Use Agreement - Executive Summary

The Academic Office/Education Department respectfully requests your approval of the above-referenced agreement to establish a partnership with UConn Waterbury. Under this agreement, Waterbury Public Schools students can access the UConn Waterbury Robotics Institute to practice and collaborate for upcoming competitions.

The agreement, which is attached for your review and consideration, is effective on January 1, 2027, after being signed by the Mayor, and expires on June 30, 2032. There are no costs associated with this agreement.

Lastly, please be advised that the Education Department will have a representative present at your upcoming meeting to answer any questions you may have regarding this matter.

Respectfully Submitted,

Michael Merati
Supervisor of Career & Technical Education
236 Grand Street, Room 164
Attachment Cc: Kristen Nelson
File: CRT26-345

UCONN
UNIVERSITY OF CONNECTICUT

FACILITIES USE AGREEMENT

ORDER FORM

This Facilities Use Agreement (the "Agreement") is entered into by and between the University of Connecticut, a constituent unit of the State of Connecticut System of Higher Education ("the University") and the undersigned entity (the "Contractor"), and sets forth the terms and conditions on which the University will permit the Contractor to use certain space, facilities, and/or equipment owned by the University for Contractor's event indicated below (the "Event"). The Agreement consists of this Order Form and the attached General Terms and Conditions, which are hereby incorporated by reference as if fully set forth herein.

1) Event Name: [Waterbury Robotics Institute]

2) Location and Description of the Space*: [36 N. Main St, Waterbury, CT 06702 NOL 223]

3) Date(s) and Time(s) of use of the Space: [01/01/2027 – 06/30/2032]
Additional time(s) for set-up: [3:00pm-8:00pm Monday – Friday]
Additional time(s) for break-down: Saturdays and Sundays may be agreed upon, in writing, by the parties at their discretion.

4) Permitted use of the Space: [Classroom/Multipurpose]

5) Maximum number of Attendees: [94]

6) Description of use of Equipment (if any): [Utilizing robotics field to test robots, practices, Competitions]

7) Description of use of Services (if any): [NA]

8) Catering Services (if any): [NA]

9) Total Use Fee*: [NA]
Deposit Amount & Due Date(s): [_____]
Balance Amount & Due Date(s): [_____]

Remittance Instructions: Payment should be sent to:
[NA]
[ ]
[ ]

10) Term of this Agreement: [01/01/2027 – 06/30/2032]

** The Space location and the Use Fee assigned above are based on the information provided by the Contractor as of the date hereof. The University reserves the right to modify the Space location and/or Usage Fee based upon changes to the nature of the Contractor's proposed use of the Space identified after the date hereof.*

[Signature Page Follows]

FACILITIES USE AGREEMENT

ORDER FORM

By signing below, the Contractor agrees that its use of the Space for the Event will be subject to, and the Contractor shall abide by, all the terms and conditions set forth in this Agreement.

CONTRACTOR: City of Waterbury, (name), a Connecticut (state), Municipality (type)

By:_____

Name: Paul K. Pernerewski, Jr.

Title: Mayor, City of Waterbury

Date:-_____

Contractor Address (for notices only):

City Hall, 235 Grand Street (Address)

Waterbury, CT 06702 (Address)

203-574-6731 (Phone)

NA (Email)

203-574-8340 (Fax)

Attn:_____(Contact)

APPROVED AND ACCEPTED:

UNIVERSITY OF CONNECTICUT

By:_____

Name: Fumiko Hoeft

Title: Campus Dean & Chief Administrative Officer

Date: 09/23/2026

University Address (for notices only):

99 E Main Street (Address)

Waterbury, Ct 06702 (Address)

203-236-9820 (Phone)

fumiko.hoeft@uconn.edu (E-Mail)

_____ (Fax)

Attn:_____(Contact)

FACILITIES USE AGREEMENT

GENERAL TERMS AND CONDITIONS (January 1, 2026)

1. **Reservation of Space.** The University will reserve the Contractor's use of the space, facilities, and/or equipment (collectively, the "Space") indicated in the Order Form during the period of time indicated in the Order Form (the "Term") following execution of the Order Form by both parties (the "Effective Date") and the University's receipt of the deposit (if applicable). The University shall not be responsible for providing, for use of the Contractor, any Space not described on the Order Form. Contractor shall only use the Space for the sole purpose of the Event set forth in the Order Form and in strict compliance with the terms and conditions of the Agreement.

2. **Payment Terms – N/A**

   a. The Use Fee contained on the Order Form is the minimum cost of the Space, based on the University's evaluation of information provided by the Contractor and does not include any additional labor or equipment. As set forth below, the University reserves the right to add, change, alter, or delete any rule, policy or procedure pertaining to the rental of, usage of, or fees charged for the facilities and/or equipment.

   b. The deposit indicated on the Order Form shall be credited against the total Use Fee.

   c. Deposits and payments are non-refundable except where the University is unable to deliver possession of the Space through no fault of the Contractor.

   d. If the Contractor requires services, staff, equipment, and/or material in excess of those specified on the Order Form, the Contractor agrees to pay the University without demand any sum which may be due for any additional service, custodial overtime services, technical assistance, security services and equipment or material furnished or loaned by the University.

      If the Contractor should decide not to utilize the Space or any portion thereof, the University shall not be obligated to reduce the Use Fee.

3. **Contractor Responsibilities.**

   a. The Contractor shall not include the name of University and/or any of its institutional or athletic insignia or logos in any written materials, advertising or promotion without the prior written consent of the University other than as the location for the Event. The name of the University of Connecticut is not to be associated with any group that is not a bona-fide organization of the University.

   b. Contractor hereby warrants that it owns all rights, title and interest to, or is otherwise fully authorized to perform and display publicly, and to record, any and all parts of the event(s) covered by this Agreement, including without limitation all musical works, dramatic works, literary works, pictorial and graphic works and chorographical works. Contractor shall have the sole obligation to obtain all permits, licenses and authorizations necessary from the holder of any copyright or other proprietary right of any and all parts of the event(s) covered by this Agreement, and shall immediately upon the request of the University, deliver written proof of such to the University.

   c. The University reserves all commercial broadcasting, television, recording and filming rights for its own benefit. The University will consider releasing these rights under a mutually beneficial agreement with the Contractor. Bona fide news coverage shall remain exclusive of such agreement. The Contractor shall not permit the vending or distribution of any merchandise and/or service at the Space except where specifically agreed upon as a part of this Agreement.

   d. The Contractor may not assign any part or right of this Agreement or sublet the University or any part thereof to any other party without the prior written consent of University. The University will not be responsible for any agreement(s) made by the Contractor to Event participants or any other party unless such agreements are expressly made part of this Agreement.

   e. The Contractor agrees to furnish the University Contact with a copy of any contract between the Contractor and other parties for review prior to final approval for the use of University facilities.

f. The Contractor shall comply with all applicable rules, policies and procedures promulgated by the University governing the use of the University's property and equipment. Specific system and University policies and procedures will be made available to the Contractor upon request. The Contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this Agreement which in any manner affect its conduct or its use of the Space. The University shall not be required to observe or comply with any rules, regulations, or policies of the Contractor that are not specifically stated and agreed to as part of this Agreement.

g. In the event of weather-related or other closing announcements, please call the relevant Campus's Weather Information Line. A list of regional campus numbers can be found at the following website: http://alert.uconn.edu/. Information is also provided to local radio and television stations; however, the notifications are provided by the media as a courtesy and can be subject to inaccuracies. It is the responsibility of the Contractor to contact its attendees in the event of any cancellation. Please note that if the Event is cancelled due to inclement weather, every effort will be made to reschedule. In the event the University is unable to reschedule the Event, the Contractor's deposit will be refunded.

h. The Contractor shall see that all refuse and waste will be deposited in proper receptacles each day of the Event.

i. The Contractor shall utilize only the parking areas designated for all automotive parking of Event participants, parents, guests and spectators and agrees to instruct all Event participants, parents, guests and spectators to comply with this requirement.

4. Security.

a. The Contractor agrees that it shall be responsible for the cost of any security services so provided by the University. The official representative of the University on site during the Term shall have full responsibility for the operation of the Space and the areas immediately adjacent thereto and shall act for and on behalf of the University in the management, supervision and control of the Space.

b. The Contractor shall be responsible for any and all loss of, or damage or injury to, any property owned by the University resulting from the negligent and/or intentional acts of its officers, employees, agents or attendees.

c. The Contractor shall be responsible for the conduct of those in attendance at the Event and shall, at the Contractor's expense, provide for the necessary personnel, as determined by the University, to provide adequate and appropriate supervision of these attendees in accordance with and adherence to all of University policies and procedures which include but are not limited to the use of alcoholic beverages, consumption of food and the prohibition of smoking in all University facilities.

d. Should there be a conflict during the presentation of the Event and the Contractor agrees that the official representative of the University will have complete supervision, direction and operational control.

e. The Contractor shall complete a University accident report for any incident requiring administration of first aid at the Event. Said accident reports shall be provided to the University's Public Safety Division within twenty-four (24) hours of any incident.

f. The University shall revoke the privilege of any participant to use any University facility if, in the sole opinion of the University, the participant displays behaviors that are injurious or potentially injurious to themselves, others or property of the University.

g. The Contractor shall not over-subscribe the Event in such a way as to exceed the legal fire capacity, of any of the facilities. If requested, the Contractor shall provide ticket manifests to verify that no over-subscriptions have occurred.

5. Equipment.

a. It is the responsibility of the Contractor to provide the University with all necessary information with regard to set-up, audio/visual, and other specific information relating to the use of the facilities 30 business days prior to the event. Failure of the Contractor to provide the necessary information will relieve the University from any obligation to provide these services in the manner desired by the Contractor.

b. Equipment provided to or rented by the Contractor as part of this Agreement is for use only in the facilities herein contracted and under the supervision, and operation where appropriate, of University personnel. Under no circumstances

shall any equipment be moved from the facilities and/or removed from campus without the express written approval of the University.

c. The Contractor shall see that any equipment provided by the University pursuant to this Agreement shall be used appropriately and returned in good working order to its proper location following use each day.

d. The Contractor agrees that equipment not specified as part of this Agreement shall not be used by the Contractor or Event participants.

e. Contractor agrees that all electrical connections must be made by University personnel and shall not install or operate any equipment, fixture or device, or operate or permit to be operated any engine, motor or other machinery, or use gas, electricity or flammable substances except with prior written approval of the University, under such conditions and restrictions as University may specify.

f. The Contractor agrees that no equipment, device or fixture may be used which, in the opinion of University, endangers the structural integrity of University facilities.

g. No candles are allowed in the facility and the hanging of decorations with tape or nails, to any woodwork, is prohibited.

h. Any equipment or effects of the Contractor remaining on the premises for more than 48 hours after the expiration of this contract without prior written permission of University shall be deemed abandoned and disposed of by University at its sole discretion.

i. The Contractor shall use only its own mobile device or pay telephones to conduct any business while using the facilities, unless there is an emergency.

6. Food Service / State Sales Tax – N/A

a. The University presently has a contract for the provision of food service with a food service vendor, pursuant to which the food service vendor provides catering services at the University. Requests for catering services shall be made though the University's food service vendor. Food orders must be placed a minimum of two (2) weeks prior to the Event. The Contractor shall provide an estimate of the number of expected attendees to the University's food service vendor at the time the service request is placed. The Contractor shall provide the University's food service vendor a guaranteed guest count no fewer than forty-eight (48) hours prior to the Event.

b. If applicable, the Contractor shall pay, at a minimum, the per person cost for the number of guests designated in guaranteed guest count provided to the University's Event Management Office, as well as the per person cost for any guests served in excess of the guaranteed count. Prices for catering services may be obtained from the University's food service vendor. The University's food service vendor shall prepare and submit an invoice for the catering service to the Contractor, which invoice shall provide for payment by the Contractor directly to the food service vendor.

c. In all cases, all information pertaining to changes in food menus, guaranteed guest counts or any other related food service item, must be communicated directly to the University's food service vendor. The Contractor agrees that neither the University nor the University's food service vendor shall be responsible for changes in services required or the number of attendees for which the Contractor is charged if such changes are not communicated directly to the University's food service vendor within the time frames specified in this Section V.

d. The Contractor shall cancel catering orders, by directly notifying the University's food service vendor, a minimum of forty-eight (48) hours (excluding weekends) in advance of the Event. Should the Contractor fail to do so, it shall be responsible for the full cost of the catering service requested, which cost shall be based on the guaranteed guest count provided in accordance with subsection 1 of this Section. Cancellations that are necessitated by inclement weather must be made by 9:00 a.m. eastern standard time on the day of the Event.

e. Under the Connecticut General Statutes, all sales of food and/or beverages for events held on campus are subject to the Connecticut state sales tax in effect at the time the Event occurs, unless the Contractor provides one of the following approved certifications for tax exemption for the program:

f. The organization is not reimbursed, in whole or in part, by donation or otherwise, for its payment for the meal by those consuming the meals, and the Contractor has provided an approved CERT-112 or CERT-123 from the Connecticut State Department of Revenue Services listing the University as the retailer. Such exemptions take a minimum of six (6) weeks

to process through the Connecticut State Department of Revenue Services. Request forms are available from the Connecticut State Department of Revenue Services either at their office or website, http://www.ct.gov/drs.

g. The Contractor is a nonprofit organization and is collecting a donation or leveling a charge for admission as a fundraiser and has supplied a completed CERT-119 or CERT-134 indicating that the Event is one (1) of the five (5) fundraisers or social events covered by the exemption the organization has for that calendar year, under the SN 98(11) Exemption from the Connecticut State Department of Revenue Services, and listing the University as the retailer. Under no circumstances shall more than five (5) CERT-119 or CERT-134 forms be accepted from any one contractor in a given calendar year.

h. In all cases, the Contractor shall submit the appropriate documentation to the University when the Agreement is executed or, in cases where a CERT-112 or CERT-123 is being requested, no later than two (2) weeks prior to the Event. If a CERT-112 or CERT-123 is to be utilized, the Contractor shall submit the request to the Connecticut State Department of Revenue Services no later than eight (8) weeks prior to the Event.

i. In all cases where the appropriate documentation for tax exemption is not provided within the specified time, the Contractor will be charged all appropriate Connecticut state sales tax.

7. Specific Terms And Conditions Applicable To Any Program Involving Minors.

a. For the purposes of this Section, "Event Participants" are defined as all those who are in attendance as a result of the Contractor's operation of the Event including, but not limited to, Event attendees ("Attendees"), Contractor's staff and volunteers, service subcontractors, exhibitors, speakers and their guests ("Event Staff").

b. The Contractor shall comply with Connecticut General Statutes §§ 17a-101 through 17a-103a, inclusive, which currently set forth Connecticut's mandatory reporting laws concerning known or suspected abuse or neglect of a minor. The Contractor shall ensure that all of its Event Staff who will supervise or otherwise come into contact with minor Event Participants are fully aware of, and have been sufficiently trained to comply with, their reporting obligations pursuant to sections 17a-101 through 17a-103a, as may be amended from time to time.

c. Contractor shall only allow Event Staff who have successfully completed a background screening to have direct contact with minor Attendees. Criminal background screening must meet the standards set forth in the University's Protection of Minors and Reporting of Child Abuse and Neglect Policy. Contractor shall be responsible for verifying the completion of said background screenings and shall make such verification available to the University upon request.

d. The Contractor shall implement and enforce program rules and policies for the Event that are designed to safeguard minors.

e. The Contractor shall provide adequate adult supervision of minor Attendees, including establishing and adhering to supervisory ratios consistent with the requirements set forth in section 19-13-B27a(n) of the Connecticut Agencies Regulations. The Contractor shall establish procedures to properly account for the whereabouts of minor Attendees (i.e., sign-in/sign-out procedures, etc.) for the duration of the Event. The Contractor is solely responsible for ensuring, and shall ensure, that all minor Attendees are properly supervised and accounted for at all times. The Contractor acknowledges and understands that the University will not provide or be responsible for the supervision of any minor Attendees or other Event Participants.

f. The Contractor shall procure a waiver of liability from each Attendee acknowledging that the Event is not run by the University and that the University shall be held harmless from any liability arising out of operation of the Event by the Contractor, signed by the Attendee's parent (guardian) if under the age of eighteen (18).

g. Contractor's failure, including the failure of any of Contractor's Event Staff, to comply with this Section may result in immediate termination of this Agreement. In addition, Contractor may be disqualified from entering into further contracts with the University.

8. Specific Terms and Conditions Applicable to Particular Venues.

a. <u>If theater facilities are reserved</u>:

i. The University shall provide essential stage equipment, lighting and sound, technicians, house management, and custodial services as it deems necessary for the Event, as well as any additional services mutually agreed upon by

the University and the Contractor. The cost of such services shall be borne by the Contractor and are reflected in the fee for use specified in Section III of this Agreement.

ii. The Contractor shall provide ushers, ticket sellers, and ticket collection personnel as deemed necessary by the University's Event Manager. These services may either be arranged through the University's Event Manager or provided by the Contractor. Personnel provided by the Contractor for ushering, ticket selling and ticket taking shall be under the general direction of the University's house management staff and shall arrive at the Event venue for a general training session regarding policies and procedures governing these activities one (1) hour prior to the doors opening for the Event. The Contractor acknowledges and agrees that the failure of such personnel to arrive for this training session on time will delay the opening of the doors for the Event.

iii. Any additional rehearsal and/or dressing room facilities must be specifically included in Section II of this Agreement and the arrangements for set-up or special services in these areas must be made through the University's Event Manager. The cost of such services shall be borne by the Contractor and are reflected in the fee for use specified in Section II of this Agreement.

b. If a gymnasium or other sports facility is reserved:

i. All participants, parents, guests and spectators associated with the Event shall be limited to use of the lobby, venue and spectator stands associated with the venue(s) specified in this Agreement.

ii. If the Space will be used for any athletic competition, sporting event, or other physically demanding activity, the Contractor shall, at its sole cost and expense, ensure that a qualified and certified athletic trainer is present on site for the duration of the Event. Contractor is solely responsible for the acts or omissions of such trainer(s). All trainer(s) must be NATA BOC Certified.

iii. If locker rooms and showers are used, they shall be limited to the "student" locker facilities, unless otherwise specified. The Contractor shall supply or have participants supply their own locks for the lockers and agrees that all lockers shall be cleaned out of all clothing, equipment and supplies after each use, and that all locks shall be removed.

iv. The Contractor shall not permit street shoes to be worn on gym courts or pool decks.

v. The Contractor shall not permit gum chewing on gym courts or in pool areas.

vi. If the Space includes a University pool, Contractor shall provide, at its sole expense, a minimum of one (1) Red Cross certified lifeguard for each thirty (30) participants engaged in swimming activities. Contractor shall provide the University with a copy of the Red Cross certification held by each lifeguard providing life-guarding services vii. Contractor shall bear the entire expense for any and all officials, referees and timekeepers it requires for the Event.

9. Contractor Insurance Requirements.

Commercial General Liability: The University acknowledges that the Contractor is a self-insured municipality. Insurance certificates will be provided for evidence of coverage as a self-insured entity. Contractor shall provide the University a certificate of insurance, evidencing its self-insured status, thirty (30) days prior to the Event, which states that the Contractor is insured for the period of time covered by this Agreement with minimum Commercial General Liability coverage established at: $1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage coverage. Coverage shall include Premises and Operations, Independent Contractors, Products and Completed Operations, Fire Legal Liability, Contractual Liability and Broad Form Property Damage coverage. If a general aggregate is used, the general aggregate limit shall apply separately to the project or the general aggregate limit shall be twice the occurrence limit. The University of Connecticut and its Board of Trustees and their agents, officers and employees shall be named as Additional Insured. Said certificate of insurance shall indicate the specific dates covered by this Agreement and reference the Event set forth in Section II of this Agreement. The coverage shall contain no special limitations on the scope of protection afforded to the State or the University.

i. If alcoholic beverages are served, but not sold, then host liquor liability coverage should be included within the Commercial General Liability coverage. If alcoholic beverages are sold, then a separate Liquor Liability policy ($1,000,000 limit) is required.

ii. If an event is catered, then the caterer is required to have insurance coverage in the same amount. A Liquor Liability policy is required of the entity that is either serving or providing the alcohol.

b. Automobile Liability: $1,000,000 combined single limit per accident for bodily injury. Coverage extends to owned, hired and non-owned automobiles. If the Contractor does not own a vehicle used in the execution of the Agreement, then only hired and non-owned coverage is required. *[If a vehicle is not used in the execution of the Agreement then automobile coverage is not required.]*

c. Workers' Compensation and Employers Liability: *[If any employees of Contractor are involved in the use of facilities]* Statutory coverage in compliance with the Compensation laws of the State of Connecticut. Coverage shall include Employer's Liability with minimum limits of $100,000 each accident, $500,000 Policy Disease Limit, $100,000 each employee. d. Additional Provisions:

i. The Contractor shall assume any and all deductibles in the described insurance policies.

ii. The Contractor's insurer shall have no right of recovery or subrogation against the State or the University.

iii. Any failure to comply with the reporting provisions of the policy shall not affect coverage provided to the State or the University.

iv. Each required insurance policy shall not be suspended, voided, cancelled or reduced except after 30 days prior written notice by certified mail return receipt, has been given to the University.

v. All coverage is to be written on an "Occurrence" policy form. N/A

vi. The insurance companies providing coverage must have an A-, VII or better rating in the current edition of Best's Key Rating Guide and be licensed to do business in the State of Connecticut.

vii. Contractor shall provide the University with a self-insured certificate of insurance thirty (30) days prior to the event, which states that the contractor is insured for the period of time covered by this Agreement and reference the event and event dates.

viii. If Contractor claims to be a nonprofit agency, it must provide a copy of the appropriate official state or federal certification of that status, thirty (30) days prior to the Event. Failure to provide such certification will result in appropriate changes in Event pricing or cancellation of the reservation. Any documentation and/or certification provided for substantiation that an organization is a nonprofit agency under Connecticut state law shall only constitute verification of eligibility for nonprofit facility use rates, and shall not cover any exemption for Connecticut state sales tax for food purchases related to the Event.

10. University Insurance Requirements.

a. The University shall agree to maintain in force at all times during the contract the following minimum coverages and shall name the City of Waterbury and the Waterbury Board of Education as an Additional Insured on a primary and non-contributory basis to all policies, except Workers Compensation. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best's rating of "A-" VIII.

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2)years from the completion date.

Original, competed Certificates of Insurances must be presented to the City of Waterbury and the Waterbury Board of Education prior to contract issuance. The University agrees to provide replacement/renewal certificates at least thirty days prior to the expiration date of the policies. Should any of the above –described policies be cancelled, limits reduce or coverage altered, thirty (30) days written notice must be given to the City of Waterbury and the Waterbury Board of Education.

b. 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 University:

General Liability Insurance:
$1,000,000 Each Occurrence
$2,000,000 General Aggregate
$2,000,000 Products/Completed Operations Aggregate

Excess/Umbrella Liability:
$1,000,000 Each Occurrence
$1,000,000 Aggregate

Professional Liability/E&O:
$1,000,000 Each Wrongful Act
$1,000,000 Aggregate

11. General Provisions.

a. Required State Terms**:** The terms and conditions located at: https://uconncontracts.media.uconn.edu/wpcontent/uploads/sites/458/2022/07/Revenue-Contract-State-Terms-Conditions-revised-01.01.2026.pdf are hereby incorporated by reference in their entirety into this Agreement as if fully set forth herein.

b. Required City Terms:

Prohibition Against Gratuities and Kickbacks (§39.042 of City's Code of Ordinances)

No person shall offer, give, or agree to give any current or former public official, employee or member of a board or commission, or for such current or former public official, employee or member of a board or commission to solicit, demand, accept or agree to accept from another person a gratuity or an offer of employment in connection with any: decision; approval; disapproval; recommendation; preparation of any part of a program requirement or a requisition; influencing the content of any specification or procurement standard; or rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or purchase order, or to any solicitation or proposal, therefore.

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

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

Prohibition Against Contingency Fees (§39.47 of City's Code of Ordinances). The signatory to this Contract hereby represents that the University 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.

Responsibility. Each party to this Agreement will be responsible for the negligent acts or omissions of its own employees, officers, or agents in the performance of this Agreement. Neither party will be considered the agent of the other party for the consequences of any negligent act or omission of any person, firms, or corporation not a party to this Agreement. If the conduct of both the parties results in such loss, the responsibility and obligations shall be allocated in proportion to each party's own negligence subject to the extent of any applicable negligence laws. Nothing herein shall be deemed to constitute a waiver by University of any privilege, protection, or immunity otherwise afforded to it under applicable Connecticut law. This provision shall survive termination of this Agreement.

c. Termination:

i. *By Contractor*. The Contractor may terminate this Agreement for any reason at any time upon delivery of written notice of such termination to the University. If the Contractor terminates this Agreement for reasons other than as a result of the University's breach of or failure to observe any provision of this Agreement, the University shall be entitled to retain for its own account, and shall not be obligated to return, any portion of the Usage Fee (including the deposit) previously paid by the Contractor.

ii. *By the University.* The University may terminate this Agreement for any reason at any time upon delivery of written notice of such termination to the Licensee. If the University terminates this Agreement for reasons other than as a result of the Licensee's breach of or failure to observe any provision of this Agreement, the University will return, within a reasonable period of time following such termination, to the Licensee any portion of the Usage Fee (including the Deposit) previously paid by the Licensee. The University shall be entitled to retain for its own account, and shall not be obligated to return, any portion of the Usage Fee (including the Deposit) previously paid by the Licensee if the University terminates this Agreement as a result of the Licensee's breach of or failure to observe any provision of this Agreement.

d. Force Majeure: If the performance of obligations under this Agreement are rendered impossible or hazardous or is otherwise prevented or impaired due to illness, accident, Act(s) of God, riots, strikes, labor difficulties, epidemics, earthquakes, and/or any other cause or event, similar or dissimilar, beyond the control of either party, then each party's obligations to the other under this Agreement shall be excused and neither party shall have any liability to the other under or in connection with this Agreement.

e. Acceptance of Agreement: If a signed original of this Agreement has not been received by University two weeks prior to event, University shall have the right to contract with other parties for use of the space without notice to Contractor.

d. Entire Agreement and Amendment: This Agreement is the entire agreement between the Contractor and the University and supersedes and rescinds all prior agreements relating to the subject matter hereof. This Agreement may be amended only in writing signed by both the Contractor and the University. The Contractor indicates it has read and freely signed this Agreement, which shall take effect as a sealed instrument. The Contractor further certifies that the terms of this Agreement are legally binding and its duly authorized representative has signed this agreement after having carefully read and understood the same.

WATERBURY
PUBLIC SCHOOLS

#6

Vincent J. Balsamo
Assistant Superintendent
(203) 573-6693
vbalsamo@Waterbury.k12.ct.us

EXECUTIVE SUMMARY

DATE: August 28, 2026

TO: Honorable Board of Education Commissioners

FROM: Vincent J. Balsamo, Assistant Superintendent

SUBJECT: Grant Agreement with the American Heart Association for Donated NFL PLAY 60 Flag Football Equipment

The Education Department respectfully requests your review and approval of a grant agreement with the American Heart Association, Inc. (AHA) to accept $400 worth of donated NFL PLAY 60 Flag Football equipment for Wallace Middle School. The American Heart Association is a non-profit corporation with offices located in Dallas, Texas. The American Heart Association would like to enter into an agreement to provide equipment through their Kids Heart Challenge & American Heart Challenge Grant Program, which is their signature program bringing together schools and communities to promote physical activity and student heart health.

The equipment package comes at no cost to the district. Under the terms of the grant agreement (Grant ID #G-2603-19316), Wallace Middle School will ensure the equipment is used solely for student physical education and activity programs, maintain proper records, and submit required follow-up reporting.

The Education Department will have a representative present at your upcoming meeting to answer questions you may have regarding this matter. Thank you for your consideration.

c: File

GRANT AGREEMENT
GRANT ID #G-2603-19316
Wallace Middle School

This grant agreement ("Agreement") is entered into by and between the American Heart Association, Inc., with offices at 7272 Greenville Avenue, Dallas, Texas 75231 ("AHA") and City of Waterbury ("Grantee"), located at, 235 Grand Street, , Waterbury, Connecticut 06702. AHA and Grantee are sometimes hereinafter each referred to as a "Party" and, together, referred to as the "Parties".

The AHA is pleased to inform you that your grant application to the Kids Heart Challenge & American Heart Challenge Grant Program focusing on NFL PLAY 60 Flag Football Equipment was approved 04/21/2026. This Agreement is for the period from 04/21/2026 until the completion of all parties' responsibilities and obligations under this agreement.

Upon execution of this Agreement, the AHA agrees to provide Grantee NFL PLAY 60 Flag Football Equipment, for GRANTEE'S participation in the Kids Heart Challenge & American Heart Challenge Grant Program to facilitate GRANTEE'S participation in accordance with terms and conditions in this Agreement. The parties agree that the provision of this grant will not indicate or result in a special or preferential status for GRANTEE regarding its potential participation in any other AHA offered or sponsored programs.

GRANTEE represents that it is legally incorporated in, or has its principal operations in, the State where it is located, is in good standing with the State at the time of this grant Agreement and agrees it will maintain this status throughout the term of this Agreement. GRANTEE confirms further it is not a Type III supporting organization within the meaning of IRC Section 4943(f)(5)(A).

GRANTEE will inform the AHA immediately of (i) any change in or challenge to its legal status, adverse change in its standing with the State, or if it becomes a Type III supporting organization, (ii) any change in its organizational leadership or key personnel or (iii) any material change or adverse development relative to its financial condition, operations, activities or affairs. No payment hereunder shall be required to be made at any time after GRANTEE ceases to be a legal entity, has an adverse change in its standing with the State, loses its non-profit status, or if it becomes a Type III Supporting Organization.

GRANTEE will have full control of the disposition of the grant and accepts responsibility for complying with this Agreement's terms and conditions. This grant is earmarked for GRANTEE and may not be transferred to any other entity or person, except as may be specified in the grant application. GRANTEE will maintain a separate accounting and supporting documentation of the use of grant funds for at least four years following the year in which the grant funds are fully expended to enable confirmation of its proper expenditure of the grant funds.

GRANTEE will submit an interim and final report outlining its progress towards the plans outlined in the Agreement and a summary of how the Grant Amount has been expended.
AHA reserves the right to request or implement other reporting requirements due from the Grantee within a reasonable time frame.

GRANTEE agrees to provide AHA with regular reports as to the use of the Grant Amount in accordance with the following schedule:

Reporting Schedule:

Report Type	Due Date
Grantee Publicity and Social Media	10/31/2026
Follow Up Report	12/31/2026

GRANTEE agrees to promptly respond to interim inquiries and requests for information from the AHA regarding compliance with the terms of the grant and progress made towards achieving the goals of the grant.

GRANTEE acknowledges that the AHA and its representatives have made no actual promise of funding or renewal of funding in addition to the amounts provided under this Agreement until review of first year progress is complete.

It is understood that by signing this Agreement, GRANTEE agrees that it will conduct all activities to be funded by this grant in compliance with all applicable United States, state and local laws, as well as in compliance with the laws of any location or jurisdiction in which GRANTEE is operating, including applicable anti-terrorist financing and asset-control laws, statutes and executive orders.

GRANTEE agrees to ensure that all potential recipients and participants of GRANTEE's programs and services have access to programs and receive equitable services in accordance with all Local, State and Federal laws, rules and regulations and Executive orders pertaining to discrimination.

GRANTEE agrees to not use any portion of the Grant Amount to engage in, support or promote violence, terrorist activity or related training of any kind.

If GRANTEE wishes to publicize this Agreement, GRANTEE must contact the AHA at least 2 weeks before the desired date of the publicity for review and approval. GRANTEE shall not issue any press releases or otherwise make any public statement referring to this grant or using the AHA's name or logo without the prior written consent of AHA. The text of all press releases, public announcements, statements, campaign reports or materials that mention the grant must be approved in advance in writing by the AHA. GRANTEE shall provide the AHA with copies of any and all final press releases, public announcements and/or publications related to this grant. The AHA may make information about this grant public at any time by any means, including but not limited to be on its website or in presentations or as part of its public reports or documents.

Each party shall be solely responsible for their own acts or omissions, including that of its officers, agents, employees, and independent contractors, for and against all losses and liabilities including any resulting expenses and costs, without limitation, resulting from this Agreement. Each party further agrees that they, including their officers, agents, employees and independent contractors, shall not be liable for any loss resulting from any act or omission of the other party, including their officers, agents, employees and independent contractors arising from this Agreement.

If the AHA terminates this Agreement for cause, or if GRANTEE otherwise fails to meet the ongoing requirements outlined in this Agreement, then GRANTEE shall immediately arrange to return the equipment provided to GRANTEE for GRANTEE'S participation in the Kids Heart Challenge & American Heart Challenge Grant program as of the date of the termination. In addition to the circumstances cited above, the AHA shall

have cause to terminate the grant if GRANTEE becomes unable to carry out the purposes of the grant, or GRANTEE is in breach of any term of the grant.

GRANTEE hereby understands and agrees to fully participate in the Kids Heart Challenge & American Heart Challenge Grant program by participating in the activities identified below:

NFL PLAY 60 Flag Football Equipment

GRANTEE agrees to use the Grant Amount only for the activities described in the grant application and this Agreement. Professional memberships, conference fees, conference expenses or curriculum requests will not be funded through the grant program. T-shirts or customized giveaways are ineligible for grant funding requests.

By their signatures below, the parties agree to the terms of this Agreement.

For American Heart Association, Inc.:

_____

By:

Its: _____

Date:



On behalf of GRANTEE, I understand and agree to the foregoing terms and conditions of the AHA's grant and hereby certify my authority to execute this Agreement.

By:

_____

Paul K. Pernerewski, Jr. Mayor, City of Waterbury

_____

Date:

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WATERBURY
PUBLIC SCHOOLS

NEASC & Waterbury Public Schools

North End, Wallace & West Side

What is NEASC

- New England Association of Schools and Colleges Commission on Public Schools requires schools, districts, centers and programs to demonstrate alignment with the Standards for Accreditation.

- The Standards for Accreditation promote an effective learning organization with the capacity to meet the needs of all students through continuous reflection and growth.

- Teacher-led and directed process.

WATERBURY
PUBLIC SCHOOLS

What is NEASC Cont...

- Waterbury Public Schools is a member of the CAPSS (Connecticut Association of Public School Superintendents) District Accreditation Cohort.

- WPS applied to become a member of the CAPPS Cohort during the 2025-2026 School Year and we are one of eight other school districts in this cohort. NEASC & CAPPS have tailored the needs of our district, given the size of our district (Ie. MS, K-8, Elementary)

- Currently, all 5 High schools in Waterbury are accredited by NEASC.

- Waterbury Public Schools began their partnership with NEASC in 1950.

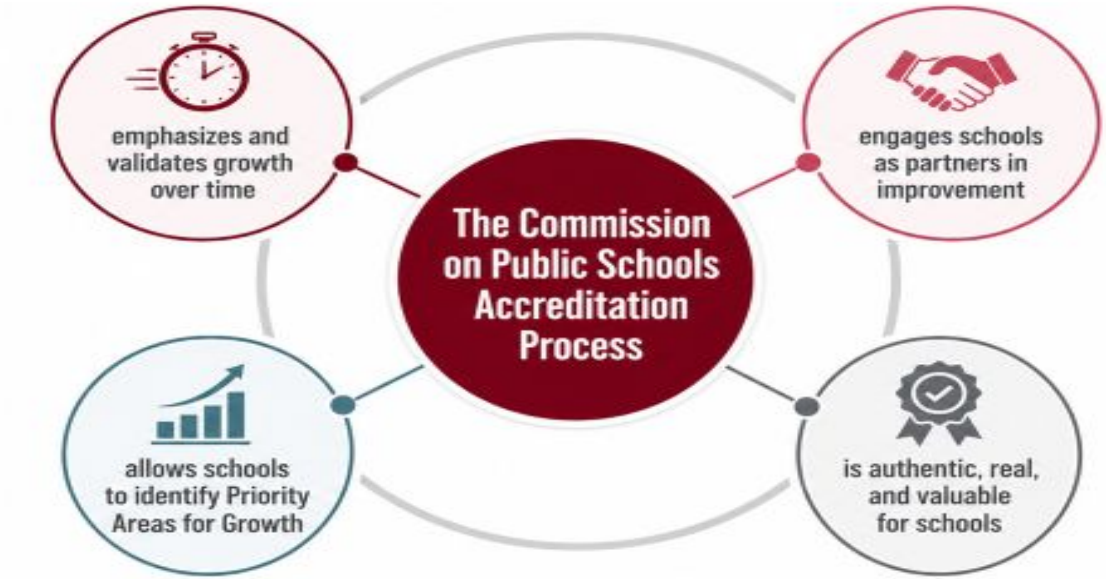
WATERBURY
PUBLIC SCHOOLS

Purpose for District NEASC Accreditation?

- Create and maintain cohesiveness and vertical articulation among our district schools.
- Logical transition from Commissioner's Network to continue the great work already established at the 3 comprehensive middle schools.
- Build on the systems, structures and growth mindset that we have created in the middle schools.

WATERBURY
PUBLIC SCHOOLS

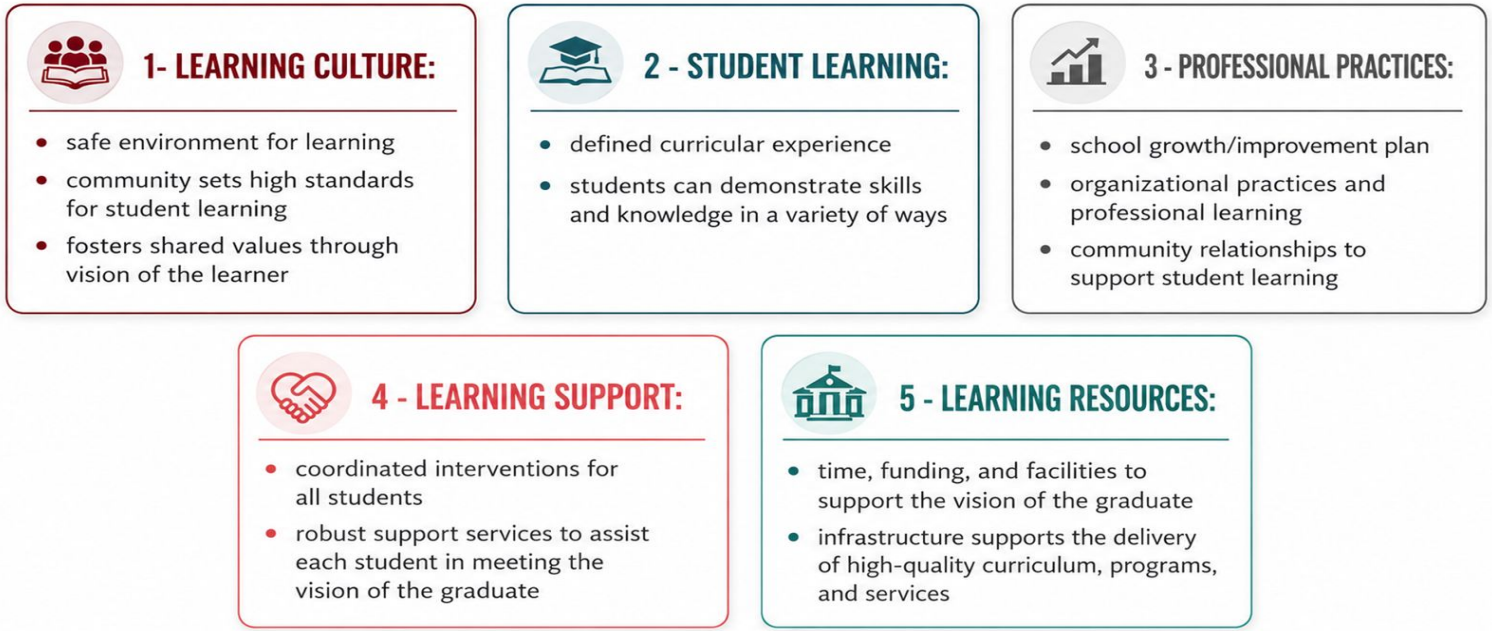
Accreditation Process



NEASC

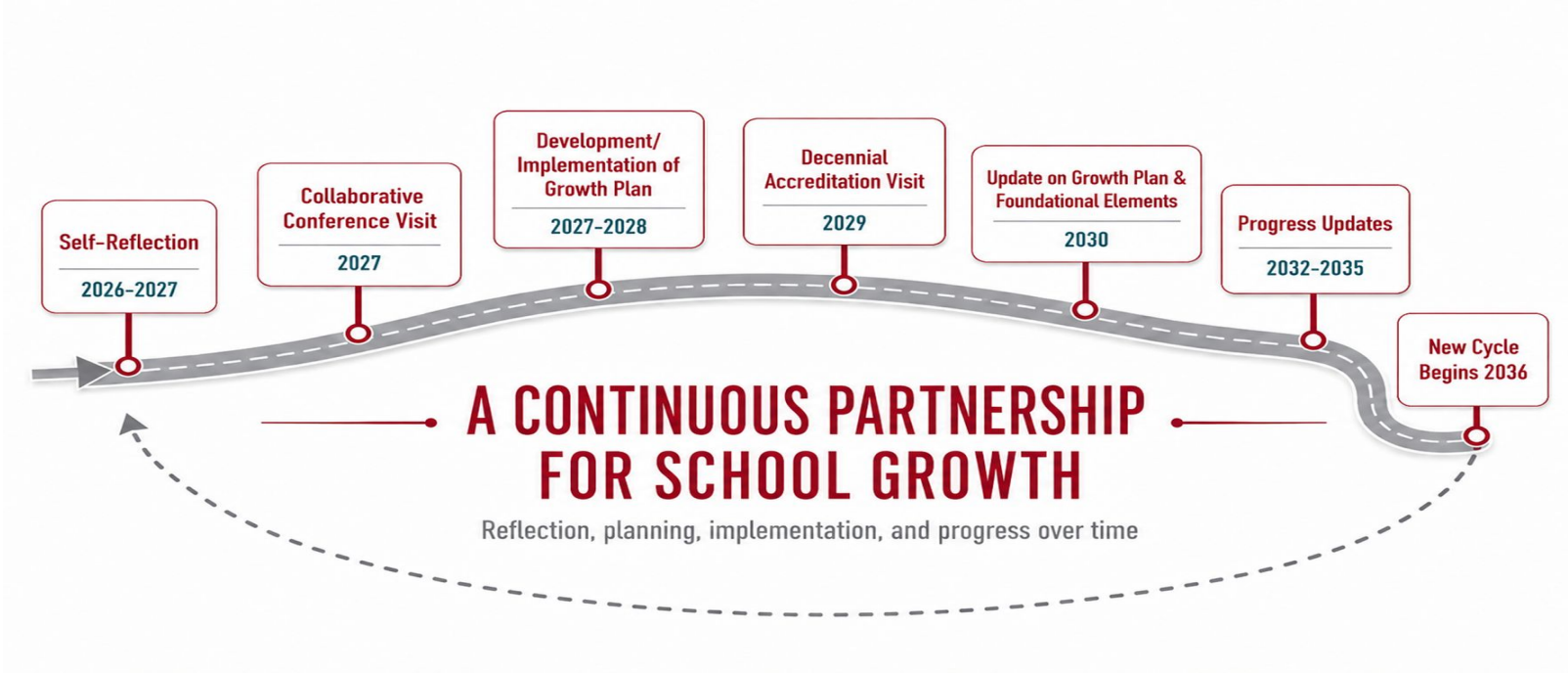
WATERBURY PUBLIC SCHOOLS

NEASC Standards for Accreditation



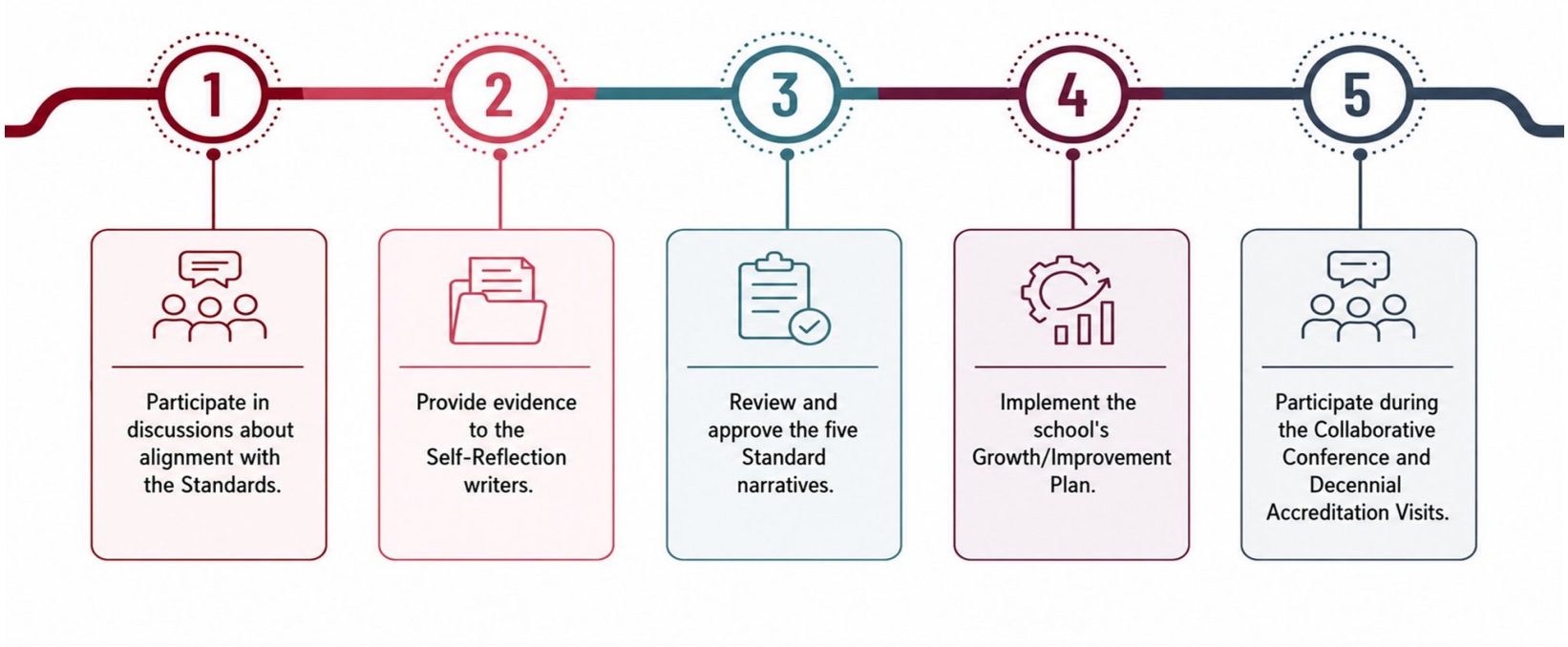
WATERBURY
PUBLIC SCHOOLS

10 Year NEASC Cycle



WATERBURY PUBLIC SCHOOLS

Faculty Role in Accreditation Process



WATERBURY
PUBLIC SCHOOLS

Conclusion

The Waterbury Public Schools and NEASC partnership has the potential to continue to yield positive student outcomes, improved teaching and learning practices and support improvements in school culture and climate.

WATERBURY
PUBLIC SCHOOLS

WATERBURY BOARD OF EDUCATION

Meeting Schedule ~ 2027

#8

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 31, 2026	January 7, 2026 *@ Hopeville School*	January 21, 2026
January 28	February 4 *@ Carrington School*	February 18
February 25	March 4 *@ Enlightenment School*	March 18
March 25	April 1 *@ Tinker School*	April 15
April 29	May 6 *@ Regan School*	May 20
May 27	June 3 *@ Wilby High School*	June 17
June 24	July 1 *@ Rotella Magnet School*	July 15 *@ Rotella Magnet School*
July 29	August 5 *@ Rotella Magnet School*	August 19 *@ Rotella Magnet School*
August 26	September 2 *@ Gilmartin School*	September 16
September 30	October 7 *@ North End Middle School*	October 21
October 28	November 4 *@ Chase School*	November 18
November 24	December 2 *@ Driggs School*	December 16

DRAFT

#9

WATERBURY
PUBLIC SCHOOLS

Anthony F. Brooks
Assistant Superintendent of Schools
Waterbury Public Schools
236 Grand St.
Waterbury, CT 06702
(203) 755-3626
anthony.brooks@waterbury.k12.ct.us

Date: September 28, 2026
To: Waterbury Board of Education
From: Anthony F. Brooks, Assistant Superintendent
Subject: Contract with Waterbury Bridge to Success Partnership, Inc. for the BOOST Community Schools Initiative

The Education Department respectfully requests your review and approval of a sole source contract with Waterbury Bridge to Success Partnership, Inc. (BTS) to provide community school coordination and wraparound implementation services for the 2026–2027 BOOST Community Schools Initiative. BTS is uniquely qualified as the sole entity and grantee in Waterbury capable of delivering the Full-Service Community Schools Model, having co-created and operated the BOOST framework in partnership with Waterbury Public Schools since 2016. This contract is for a one-year term spanning the 2026–2027 school year (July 1, 2026 – June 30, 2027) at a cost of $185,310.00, and is funded through Title I.

Under this agreement, BTS will deliver comprehensive community school implementation and direct support services across designated school sites, including:

- **On-Site Coordination & Support:** Serving as points of contact for students, guardians, program participants, and community members to connect them with programming, services, and resources.
- **School & Family Alignment:** Coordinating regularly with school administration, teachers, staff, and school-based Parent Liaisons to align strategies, and support student attendance, behavior, and academic success.
- **Wraparound Program Implementation:** Conducting school-level needs assessments, developing annual Community School Action Plans, and coordinating academic enrichment (before, during, and after school), social-emotional health supports, and family engagement/capacity-building workshops.
- **Partnership Development & Evaluation:** Formalizing partnerships with local non-profits, businesses, and service agencies to expand support services while tracking key performance indicators and delivering quarterly and annual evaluation reports.

Sincerely,

Anthony F. Brooks
Assistant Superintendent

PROFESSIONAL SERVICES AGREEMENT
For
Onsite Before and After School Support

between
The City of Waterbury, Connecticut
and
Waterbury Bridge to Success Partnership, Inc.

THIS AGREEMENT, effective on the date signed by the Mayor ("Effective Date"), is by and between the CITY OF WATERBURY, (the "City"), located at City Hall, 235 Grand Street, Waterbury, Connecticut 06702 and Bridge to Success Partnership, Inc. (the "Consultant"), a State of Connecticut duly registered domestic corporation, with a principal place of business located at 83 Prospect Street, Waterbury, CT 06702 (Jointly referred to as the "Parties" to this Agreement).

WHEREAS, the City is a recipient of a Federal Grant under Title 1, Part A of the Elementary and Secondary Education Act as amended; and

WHEREAS, the Consultant submitted a proposal to the City to implement its BOOST Community Schools Initiative at Duggan, Gilmartin, Wendell Cross, Roberto Clemente, and Reed schools;

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 six (6) full-time BOOST Community School Site Coordinators at Duggan, Gilmartin, Wendell Cross, Roberto Clemente and Reed schools including one identified to support family and caregivers, conduct needs assessments, implement comprehensive academic enrichment, before, during and after school, including social, emotional and

behavioral health services, formalize partnerships with local agencies and organizations to support the school and district improvement plans and to track and report progress, and as further detailed and described in **Attachment A** and are hereby made material provisions of this Contract. **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 Sole source letter, dated August 26, 2026, consisting of 1 page, attached hereto;
1.1.2 Consultant's Cost Schedule, entitled "Boost Community Schools Budget SY 26-27," consisting of 1 page, attached hereto;
1.1.3 Consultant's Proposal, entitled "Scope of Work – Sole Source Community Schools Initiative," consisting of 7 pages, attached hereto;
1.1.4 Annual Statement of Financial Interests; Disclosure and Affidavit Re: Outstanding Obligations to the City; Debarment Certification; Corporate Resolution, Non-Collusive affidavit, as provided and executed by Consultant, incorporated herein by reference;
1.1.5 Certificates of Insurance, incorporated herein by reference;
1.1.6 Licenses, incorporated herein by reference;
1.1.7 All applicable Federal, State and local statutes, regulations charter and ordnances, incorporated herein by reference

1.2. 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:

1.2.1 Federal, State and local laws, regulations, charter and ordinances
1.2.2 Any Contract Amendment(s)
1.2.3 This Contract
1.2.4 Consultant's Cost Schedule, entitled "Boost Community Schools Budget SY 26-27, consisting of 1 page
1.2.5 Consultant's Proposal, entitled "Scope of Work – Sole Source Community Schools Initiative," consisting of 7 pages, attached hereto

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 Contract. 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 and authorized by the appropriate Department/personnel in Education, or the designated person.

2.4. 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 may be 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.

2.5. 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.

2.6. Confidentiality/FERPA. Consultant shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education, Connecticut Department of Education and the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc. Consultant shall further ensure that its employees, agents, or anyone performing work on their behalf under the terms of this Agreement shall strictly adhere to all State and Federal Statutes, rules, policy, regulations, codes of participant protection and confidentiality, administrative directives of the State of Connecticut Board of Education and those of the Waterbury Board of Education regarding confidentiality of student records, files, PPTs, IEPs, etc.

2.6.1 Any and all materials contained in City of Waterbury student files that are entrusted to Consultant or gathered by Consultant in the course of its services shall remain in the strictest confidence to prevent disclosure of the same. All information furnished by the City or gathered by Consultant shall be used solely for the purposes of providing services under this Agreement.

2.6.2 Consultant acknowledges that in the course of providing services under this Agreement, it may come into the possession of education records of City Waterbury students as defined in and governed by Family Educational Rights and Privacy Act ("FERPA", 20 U.S.C. § 1232g) and related regulations (34 C.F.R. § 99) Consultant and City shall comply with the requirements of said statute and regulations, as amended from time to time and Consultant agrees to use information obtained from the City or student education records only for the purposes provided in this Agreement. Without the prior written consent of the student's parent or guardian, as required by FERPA, Consultant has no authority to make disclosures of any information from education records. Consultant shall instruct its employees of their obligations to comply with FERPA.

2.7 Student Data Requirements.

2.7.1 All student records, student information, and student-generated content (collectively, "Student Data") provided or accessed pursuant this Agreement are not the property of, or under the control of, the Consultant.

2.7.2 The City's Board of Education ("Board") shall have access to and the ability to delete Student Data in the possession of the Consultant except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (I) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Consultant. The Board may request the deletion of any such student information, student records or student generated content if such copy has been used by the operator to repopulate accessible data following a

disaster recovery. The Board may request the deletion of Student Data by the Consultant within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the Student Data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Consultant that proper disposal of the data has occurred in order to prevent the unauthorized access or use of Student Data and that deletion has occurred in accordance with industry standards/practices/protocols.

2.7.3 The Consultant shall not use Student Data for any purposes other than those authorized pursuant to this Agreement.

2.7.4 A student, parent or legal guardian of a student may review personally identifiable information contained in Student Data and correct any erroneous information, if any, in such Student Data. If the Consultant receives a request to review Student Data in the Consultant's possession directly from a student, parent, or guardian, the Consultant agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Consultant agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in Student Data that has been shared with the Consultant, and correct any erroneous information therein.

2.7.5 The Consultant shall take actions designed to ensure the security and confidentiality of student data.

2.7.6 The Consultant will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of Student Data. Such notification will include the following steps:

> Upon discovery by the Consultant of a breach of Student Data, the Consultant shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student{s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

2.7.7 Student Data shall not be retained or available to the Consultant upon expiration of the Agreement between the Consultant and City, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Consultant after the expiration of such Agreement for the purpose of storing student- generated content.

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. The Consultant shall deliver periodic reports as may be required by Title 1 Grant requirements and quarterly and annual written performance 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.

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 initial contract term shall be for one (1) year, commencing on the date of mayoral execution and terminating on June 30, 2027 ("Initial Term").

5.1 Time is and shall be of the essence for all Project milestones, completion date for the Project. The Consultant further agrees that the Work shall be prosecuted regularly, diligently and uninterruptedly and at such rate of progress as will insure full completion thereof within the Contract time stated above. It is expressly understood and agreed, by and between the Consultant and City, that the Contract Time is reasonable for the completion of the Work. The Consultant shall be subject to City imposed fines and/or penalties in the event the Consultant breaches the foregoing dates.

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 **ONE HUNDRED EIGHTY FIVE THOUSAND THREE HUNDRED TEN AND 00/100 CENTS ($185,310.00)** for the Initial Term and be in accordance with the Consultant's schedule, entitled "Boost Community Schools Budget SY 26-27."

6.2. 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.

6.2.1 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.

6.3. 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 determined that the Consultant has completed the work in accordance with the requirements of this Contract.

6.4. Proposal Costs. All costs of the Consultant in preparing its proposal 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.

6.5. 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.

6.6 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 Contractor'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 VIII 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 policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

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 Each Occurrence,
$2,000,000.00 General Aggregate
$2,000,000.00 Products and Completed Operations Aggregate

9.4.2 Automobile Liability Insurance:
$1,000,000.00 Combined Single Limit Each Accident
Any Auto, All Owned and Hired Autos

9.4.3 Workers' Compensation: WC Statutory Limits
Employer Liability (EL)
$1,000,000 EL Each Accident

$1,000,000 EL Disease Each Employee
$1,000,000 EL Disease Policy Limits

9.4.4 Excess/Umbrella Liability Insurance:
$1,000,000.00 Each Occurrence
$1,000,000.00 Aggregate

9.4.5 Professional Liability Insurance/E&O:
$1,000,000.00 Each Wrongful Act
$1,000,000.00 Aggregate

9.4.6 Abuse/Molestation Liability:
$1,000,000 Each Occurrence
$1,000,000 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 of Waterbury 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 is listed as an Additional Insured on a primary and non-contributory basis 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, 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, 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. This section is intentionally left blank.

13. Termination.

13.1. Termination of Contract for Cause. If, through any cause, in part or in full, not 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.

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. Notwithstanding the foregoing or anything to the contrary contained herein, Consultant is and shall remain the sole and exclusive owner of all trademarks, trade secrets, trade names, service marks, copyrights or other intellectual property rights related to the services rendered pursuant to this Agreement ("Consultant IP"). Under no circumstances shall the City acquire any ownership interests whatsoever in any Contractor IP apart from such Instruments of Professional Services. The City acknowledges that the Consultant IP is proprietary material and information of Consultant.

15. Force Majeure. Consultant shall not be held responsible for delays nor be subject to liquidated damages when such delays are caused by conditions beyond its control, including without limitation:

15.1. Acts of God, fire, explosion, epidemic, cyclone, flood, war, strikes, revolution,

civil commotion, or acts of public enemies.

15.2. Change of law and order, proclamation, regulation, ordinance, or governmental requirement.

Upon cessation of work for reason of force majeure delays, Consultant shall use its best efforts to meet the schedule set forth in Section 5 of this Contract.

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.

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 A, 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 Schedule and **(ii)** the Consultant's 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 Laws. This Contract, its terms and conditions and any claims arising there from shall be governed by the laws of the State of Connecticut.

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: Waterbury Bridge to Success Partnership, Inc.
83 Prospect Street
Waterbury, CT 06702

City: City of Waterbury
Board of Education
235 Grand Street
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, some 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: *http://www.waterburyct.org/content/458/539/default.aspx* [click link titled "The City of Waterbury Code of Ordinances Passed 8/24/2009". 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:

CITY OF WATERBURY

_____

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

_____

Date:_____

WITNESSES:

WATERBURY BRIDGE TO SUCCESS PARTNERSHIP, INC.

By: Althea M. Brooks

Its: Exec Director

9/22/2026
Date

Althea M. Brooks

ATTACHMENT A

1.1.1 Sole source letter, dated August 26, 2026, consisting of 1 page, attached hereto;

1.1.2 Consultant's Cost Schedule, entitled "Boost Community Schools Budget SY 26-27," consisting of 1 page, attached hereto;

1.1.3 Consultant's Proposal, entitled "Scope of Work – Sole Source Community Schools Initiative," consisting of 7 pages, attached hereto;

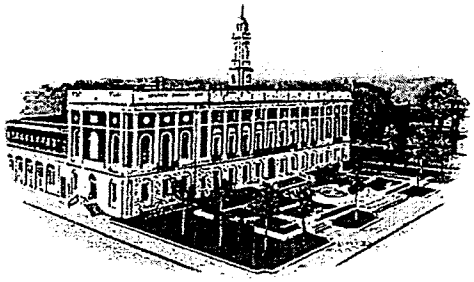
1.1.4 Annual Statement of Financial Interests; Disclosure and Affidavit Re: Outstanding Obligations to the City; Debarment Certification; Corporate Resolution, Non-Collusive affidavit, as provided and executed by Consultant, incorporated herein by reference;

1.1.5 Certificates of Insurance, incorporated herein by reference;

1.1.6 Licenses, incorporated herein by reference;

1.1.7 All applicable Federal, State and local statutes, regulations charter and ordnances, incorporated herein by reference

KEVIN McCAFFERY
DIRECTOR OF PURCHASING



OFFICE OF THE DIRECTOR OF PURCHASING

THE CITY OF WATERBURY

CONNECTICUT

To: Anthony F. Brooks, Assistant Superintendent of Schools

From: Kevin McCaffery, Director of Purchasing

Subject: Sole Source for BOOST Community School Initiative with Waterbury Bridge To Success Partnership

Date: August 26, 2026

After review of your memo dated August 24, 2026 along with the Bridge To Success literature provided, it is clear that after a decade of use by Waterbury Public Schools, Bridge To Success is integral to the school system. Therefore, in my opinion this is a sole source procurement per §38.026 SOLE SOURCE PROCUREMENT (B)(4).

Scope of Work
Sole Source Community Schools Initiative
2026-2027

1. Purpose

This Scope of Work outlines the objectives, deliverables, and responsibilities for implementing a Community Schools strategy through a sole source agreement with Waterbury Bridge to Success (herein "BTS") Partnership, Inc. The Boost Community Schools Initiative aims to integrate academic, health, social, and community resources to improve student outcomes, support student success and strengthen family and caregiver engagement.

2. Organization Mission & Vision:

Established in 2010, Waterbury Bridge to Success (BTS) is the state's first cradle to career initiative. It is a cross-sector partnership committed to dismantling the policies, practices and beliefs that have historically disenfranchised all stakeholders with the intent to co-create sustainable equitable systems that support youth, families, and communities from cradle to career. BTS believes in collaborative action that invites institutions, the community, and individual stakeholders to rejuvenate and reimagine old and new pathways to self-determination and actualization for children, youth, and families. BTS has unique expertise, established relationships, and a proven track record in implementing the Community Schools model within the target district. Their sole source designation ensures continuity, efficiency, and alignment with existing partnerships and systems.

OUR CAPACITY:

As a backbone organization guided by a collective impact approach, BTS hosts the Early Start Connecticut Early Childhood Local Governance Partnership and Collaborative Action Networks (CANs) for Day 43 Maternal Health Initiative, Raise the Rate /College and Career Pathways, Transforming Community Initiatives addressing mental health, transportation and housing and two Think Tanks (TT) – Let Youth Lead and Parents of Waterbury - composed of a broad representation of stakeholders who have content expertise, knowledge as well as influence in the community and have an understanding on how to leverage their resources to move transformative systemic work forward. Each CAN and TT meets to analyze barriers to youth, families, and community success and to co-create solutions to strengthen outcomes within the Waterbury community. We focus on improving

83 Prospect Street | Waterbury, Connecticut | 06702
www.waterburybridgetosuccess.org | @waterburybts_ | 203.754.0040

outcomes and indicators, leveraging existing resources, and striving to engage, empower and inform the Waterbury community.

***BOOST Community Schools Initiative*:**

BOOST, established in 2016 in partnership with Waterbury Public Schools, serves as a "bridge" between the community, providers, and schools. As the backbone organization managing the City's cradle to career initiative, BTS convenes parents, providers, practitioners, residents & businesses around equitable, culturally responsive& accessible programming to support youth & their families with their social, academic/vocational, emotional, and physical needs. Our goal is to address barriers to student success – chronic absenteeism, math and reading scores, social/emotional/physical health and graduation and post-secondary rates for students. As such, BOOST focuses on the whole child, centering educational equity and incorporates in and out of school programs to support and empower students, families, and their communities that individualized to each school community and its needs, goals and objectives.

- ***Boost Community Schools Mission:***

Transform participating schools into **community-powered hubs** where academics, health, and social supports work together to ensure every student thrives and every family is empowered.

Strategic Goals

a) **Elevate Student Success** – Boost academic performance, attendance, and graduation rates.

b) **Strengthen Family Engagement** – Increase parent participation in school life and decision-making.

c) **Expand Access to Services** – Provide seamless health, mental health, and social supports.

d) **Build Community Resilience** – Address systemic barriers through strong partnerships.

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Scope of Work
Sole Source Community Schools Initiative
2026-2027

3. Sole Source Justification

Waterbury Bridge to Success Partnership, Inc's unique qualifications, established trust with stakeholders, and prior successful implementation of the Community Schools model for the past 10 years as the only entity and grantee in Waterbury to implement the Full-Service Community Schools Model makes BTS the only viable choice for ensuring program continuity and effectiveness.

Why Sole Source?

The selected provider is **uniquely qualified**:

- Deep, long-standing relationships with students, families, and community partners.
- Proven track record of **measurable improvements** in attendance, achievement, and engagement.
- Existing infrastructure that currently operates year-round and allows for **immediate and ongoing implementation** without costly delays.

4. Objectives

- Establish, maintain and sustain a **Community Schools framework** in the identified and designated schools.
- Coordinate wraparound services to address academic, social-emotional, health and basic needs of the students, educators, families and caregivers in each school community.
- Build strong school–family–community partnerships.
- Improve student and family attendance, engagement, and achievement.

5. Scope of Services

The provider will fulfill the following activities:

83 Prospect Street | Waterbury, Connecticut | 06702
www.waterburybridgetosuccess.org | @waterburybts_ | 203.754.0040

Scope of Work
Sole Source Community Schools Initiative
2026-2027

a) **Leadership & Coordination**

- Assign a **Community School Coordinator** to each participating school.
- Facilitate a site-based leadership team including school staff, families, and community partners.

b) **Needs Assessment & Asset Mapping**

- Conduct a comprehensive needs assessment for each school.
- Map existing community assets and identify service gaps.

c) **Program Implementation**

- Develop and execute an annual Community School Action Plan for each school.
- Coordinate academic enrichment, health services, family engagement programs, and relevant and aligned before, during and after-school activities.

d) Partnership Development

- Formalize partnerships with local agencies, nonprofits, and service providers.
- Leverage resources to expand student and family support services.

e) Monitoring & Evaluation

- Track key performance indicators (attendance, academic progress, family participation, programming and service delivery).
- Provide quarterly progress reports and an annual impact summary.

Key Activities

- Deploy 6 **full-time Community School Coordinators** in each school including one identified to support family, caregivers and community residents in the implementation of a whole school, whole child, whole community approach.

Scope of Work
Sole Source Community Schools Initiative
2026-2027

- Conduct **needs assessments** through student, educator and parent survey collection within the first 90 days of the start of school.
- Implement comprehensive, focused and coordinated **academic enrichment (before, during and after school) including** social emotional, and behavioral **health services**, and **family engagement and capacity building workshops and events.**
- Formalize partnerships with local agencies, nonprofits, and businesses to support the strategic vision, school and district improvement plans and priorities.
- Track and report progress quarterly, including evaluation of all services and programs rendered and a comprehensive annual report within 45 days of the close of the school year.

Deliverables

- Needs assessment, asset mapping and evaluative reports.
- Annual Community School Action Plans for each identified school developed in conjunction with each principal, Asst. Superintendent, site coordinators and research, data and analytics team.
- Quarterly and annual performance reports.
- Partnership agreements and leveraged resource summaries for partners and service impact implemented within each school and community.

***Community Schools Implementation/Programmatic/Direct Service Staff*:** To ensure success, metrics are achieved, and the partnership is engaging in continuous improvement for attaining optimal success, the positions required are as follows:

1. *BOOST Site Coordinators* – Boost Coordinator are school based. The primary purpose of the position is to provide direct, on-site support to school administration, BOOST providers and service recipients/program participants. Coordinators would report directly

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to the Director of Community Schools. Additionally, they will serve as point-contact for service recipients, program participants and community members in need of information regarding specific programming, services and/or the Community Schools Initiative. The following are additional responsibilities associated with the coordinator's role:

- Works in conjunction with the School Leadership as a member of the building staff/team
- Coordinate all school-based Team Meetings to discuss the results of all relevant evaluation tools and school- based data (i.e., attendance, behavior) and identify potential recommendations to improve or maintain desired outcomes.
- Coordinate regularly with fellow Liaisons to discuss strategy and support mutual efforts
- Maintain regular communication with school administration, teachers, and other school staff to provide on-going support and exchange of program/service information
- Remain knowledgeable about current and pending partnerships, programs and services offered at CS so to connect students, families, and residents with available resources
- Coordinate with Director of Community Impact & marketing to support promotion of programming and services via regular communications to student/parent/community listservs and social media
- Coordinate regularly with fellow Coordinators to discuss strategy and support mutual efforts
- Assist with Program & Service Evaluations by distributing and collecting routine pre/post surveys (when applicable) and sharing findings with Data Coordinator

Timeline

- **Months 1–2:** Assess needs and identify leadership teams (July 2026 – Aug. 2026).
- **Months 3–4:** Develop action plans, formalize partnerships (Sept. 2026 – Oct. 2026)
- **Months 5–12:** Implement programs, monitor, and report (Nov. 2026 – June 2027).

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Scope of Work
Sole Source Community Schools Initiative
2026-2027

7. Organizational & District Roles & Responsibilities

- **Waterbury Bridge to Success Partnership, Inc.:** Lead all planning, coordination, data collection, assessment, reporting and implementation activities stated herein; maintain communication with stakeholders.
- **District:** Provide access to school facilities, data, and staff; support partnership engagement.

9. Payment Terms

Payments will be made contingent upon the submission of deliverables and progress reports in accordance with the following quarterly schedule:

- October 15, 2026
- January 15, 2027
- April 15, 2027
- July 15, 2027

Funding & Sustainability

Grant funds will support staffing, program delivery, and evaluation. The provider will secure additional **funds and identify in-kind contributions** to sustain the initiative beyond the grant period.

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#10

COMMITTEE ON BUILDINGS AND SCHOOL FACILITIES

WORKSHOP: **Thursday, October 1, 2026**
BOARD MEETING: **Thursday, October 8, 2026**

TO THE BOARD OF EDUCATION
WATERBURY, CONNECTICUT

LADIES AND GENTLEMEN:

I move that the Waterbury Board of Education approve the use of school facilities and/or waiver requests by the following groups and organizations subject to fees and insurance as required.

FACILITY RENTAL WAIVER REQUESTS

Organization	Facility / Use	Dates & Time	Waiver Value
Special Olympics	Career Academy, Kennedy, West Side & Duggan/Reed Schools — gyms & cafés	Sat., Mar. 20 • 7 AM–5 PM	**$2,310**
City Youth Theater	North End TAR, lobby, café & learning room — educational theater program	Sat., Nov. 7 • 8 AM–10 PM	**$588**
Albanian Language School	North End Middle School — 5 classrooms for language & culture instruction	Sundays, Sept. 27–May 23 • 9 AM–2 PM	**$6,040**
Neighborhood Housing Services / NEST	Reed Café — community meetings	Oct. 8, Nov. 5 & Dec. 10 • 4–8 PM	**$630**

TOTAL WAIVER VALUE $9,568

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 David Pellino NAME OF ORGANIZATION Special Olympics Connecticut

ADDRESS 2666 State St Hamden CT 06517 TELEPHONE # 203-627-5663
(street) (city) (state) (zip code)

SCHOOL REQUESTED Career Academy DATES March 20th 2027 ROOM(S) Gym, Bathrooms + Lunchroom

OPENING TIME 7am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) NONE CHARGE TO BE DEVOTED TO ———

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

SIGNATURE OFAPPLICANT DOR DATE 9-17-2026

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: $42 HR plus 1 HR service ($462.)

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $_____ INSURANCE COVERAGE _____YES _____NO

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

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

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

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

APPLICANT/ORGANIZATION: Special Olympics Connecticut

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym, Bathrooms + Lunchroom

DATE(S): March 20th 2027 TIMES: 7am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

8-17-26
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 462.00 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 David Pellino NAME OF ORGANIZATION Special Olympics Connecticut

ADDRESS 2666 State St Hamden CT 06517 TELEPHONE # 203-627-5663
(street) (city) (state) (zip code)

SCHOOL REQUESTED Kennedy H.S. DATES March 20th 2027 ROOM(S) Gym, Bathrooms + Lunchroom

OPENING TIME 7am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) NONE CHARGE TO BE DEVOTED TO ———

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

SIGNATURE OFAPPLICANT [signature] DATE 8-17-2026

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: $42/HR plus 1 HR service ($462)

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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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).

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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 or Building Permit)

APPLICANT/ORGANIZATION: Special Olympics Connecticut

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym, Bathrooms + Lunchroom

DATE(S): March 20th 2027 TIMES: 7am – 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

8-17-26
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 462.- 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 David Pellino NAME OF ORGANIZATION Special Olympics Connecticut

ADDRESS 2666 State St Hamden CT 06517 TELEPHONE # 203-627-5663
(street) (city) (state) (zip code)

SCHOOL REQUESTED West Side Middle DATES March 20th 2027 ROOM(S) Gym, Bathrooms + Lunchroom

OPENING TIME 7am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) NONE CHARGE TO BE DEVOTED TO ———

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

SIGNATURE OFAPPLICANT [signature] DATE 9-17-2026

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: $42/HR plus 1 HR SERVICE ($462)

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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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. 597-3462

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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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

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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: Special Olympics Connecticut

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym + Bathrooms + Lunchroom

DATE(S): March 20th 2027 TIMES: 7am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

8-17-26
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 462.50 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 David Pellino NAME OF ORGANIZATION Special Olympics Connecticut

ADDRESS 2666 State St Hamden CT 06517 TELEPHONE # 203-627-5663
(street) (city) (state) (zip code)

SCHOOL REQUESTED John Duggan DATES March 20th 2027 ROOM(S) Gym, Bathrooms + Lunchroom

OPENING TIME 7am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) NONE CHARGE TO BE DEVOTED TO _____

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

SIGNATURE OFAPPLICANT [signature] DATE 9-17-2026

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: $42/HR plus 1 HR SERVICE ($462)

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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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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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

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

USE OF SCHOOL FACILITIES
WAIVER REQUEST

(to be submitted with Request for Building Permit)

APPLICANT/ORGANIZATION: Special Olympics Connecticut

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym, Bathrooms + Lunchroom

DATE(S): March 20th 2027 TIMES: 7am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

8-17-26
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 462.00 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

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 David Pellino NAME OF ORGANIZATION Special Olympics Connecticut

ADDRESS 2666 State St Hamden CT 06517 TELEPHONE # 203-627-5663
(street) (city) (state) (zip code)

SCHOOL REQUESTED Jonathan Reed DATES March 20th 2027 ROOM(S) Gym, Bathrooms + Lunchroom

OPENING TIME 7am CLOSING TIME 5pm PURPOSE Basketball Tournament

ADMISSION (if any) NONE CHARGE TO BE DEVOTED TO ———

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

SIGNATURE OFAPPLICANT [signature] DATE 8-17-2026

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: $42/HR. plus 1 HR SERVICE ($462)

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $_____ INSURANCE COVERAGE _____ YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

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

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

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

THERE WILL BE NO ACTIVITIES DURING SCHOOL OPEN HOUSE.

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

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

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

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

PLEASE SEE REVERSE FOR ADDITIONAL RULES AND REGULATIONS.

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

APPROVAL DATE _____ _____
SCHOOL BUSINESS OFFICE

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

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

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

APPLICANT/ORGANIZATION: Special Olympics Connecticut

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Gym, Bathrooms + Lunchroom

DATE(S): March 20th 2027 TIMES: 7am - 5pm

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

8-17-26
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____ Building Usage Fees

$ 462.- 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 Shelby Davis NAME OF ORGANIZATION City Youth Theatre

ADDRESS 42 Mountain Laurel Dr. (street) Wtby (city) CT (state) 06704 (zip code) TELEPHONE # 2034370325

SCHOOL REQUESTED NEMS DATES Nov 7, 2026 ROOM(S) * SEE BELOW

OPENING TIME 8A CLOSING TIME 9p PURPOSE theater Education program

ADMISSION (if any) $15.00 CHARGE TO BE DEVOTED TO Ø Fundraising

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

SIGNATURE OF APPLICANT [signature] DATE 6/29/26

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

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

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR service ($588)

RENTAL FEES: _____

MISCELLANEOUS FEES: _____

SECURITY DEPOSIT $ _____ INSURANCE COVERAGE V YES _____ NO

PLEASE READ THE FOLLOWING CAREFULLY

* North End Cafe Rm TAR

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.

(to be submitted with Use of Building Permit)

APPLICANT/ORGANIZATION: City Youth Theater

Please check below specific item(s):

Building Usage Fees ☐ Custodial Fees ☐

SCHOOL/ROOMS REQUESTED: Theater Arts Rm. / Cafe / ~~Auditorium~~ / Lobby / ~~Main~~ / Class Rm

DATE(S): 11/7/26 TIMES: 8A - 10P.

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

DATE(S): _____ TIMES: _____

7/26/24
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$ _____	$ 588.-	$ _____
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 Endrit Himaj NAME OF ORGANIZATION Albanian Language School

ADDRESS 38 Raymond St. Waterbury Ct. 06706 TELEPHONE # 2035182076
(street) (city) (state) (zip code) 518-2076

SCHOOL REQUESTED NEMS DATES Please see attached list ROOM(S) 5 RMS

OPENING TIME 09:00 AM CLOSING TIME 2:00 PM PURPOSE Teaching Albanian Language and Culture

ADMISSION (if any) none CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 10 CHILDREN 70-75

SIGNATURE OF APPLICANT Himaj DATE 08/27/2026

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

61 Sunrise Road, Walcott CT 16, 2035182076

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

9A-2PM
Sundays

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).

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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

SCHOOL CALENDAR

SCHOOLS

No.	School Name
1	John G. Gilmartin - Elementary School
2	~~B.W. Tinker School~~
3	~~Wendell L. Cross School~~
4	~~Rotella Interdistrict~~ Magnet School

SCHOOL DATES

FIRST SEMESTER		SECOND SEMESTER	
Month	**School Dates**	**Month**	**School Dates**
September	27	January	10, 24, 31
October	4, 18, 25, 31	February	7, 21, 28
November	1, 8, 15, 22	March	7, 14, 21
December	6, 13, 20	April	4, 25
		May	16, 23

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 Ian Blake NAME OF ORGANIZATION Neighborhood Housing Services of Waterbury d/b/a NEST

ADDRESS 193 Grand Street (street) Waterbury (city) CT (state) 06704 (zip code) TELEPHONE # 203-753-1896

SCHOOL REQUESTED J. Reed DATES October 8, Nov 5, Dec 10, 2026 ROOM(S) Cafe

OPENING TIME 4:00 PM CLOSING TIME 8:00 PM PURPOSE Community Meeting

ADMISSION (if any) 0 CHARGE TO BE DEVOTED TO N/A

APPROXIMATE NUMBER OF PEOPLE TO BE PRESENT: ADULTS 30 CHILDREN 15

SIGNATURE OFAPPLICANT [signature] DATE 09/11/2026

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

Ian Blake 193 Grand Street 475-233-8180

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. IB (PLEASE INITIAL)

SCHEDULE OF RATES: CUSTODIAL FEES: $42/HR plus 1 HR SERVICE ($630.)

RENTAL FEES:

MISCELLANEOUS FEES:

SECURITY DEPOSIT $ INSURANCE COVERAGE ✓ YES NO

PLEASE READ THE FOLLOWING CAREFULLY

Oct 8
Nov 5
Dec 10

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.

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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 Use of Building Permit)

APPLICANT/ORGANIZATION: Neighborhood Housing Services of Waterbury d/b/a NEST

Please check below specific item(s):

Building Usage Fees [X] Custodial Fees [X]

SCHOOL/ROOMS REQUESTED: J. Reed / Cafe

DATE(S): October 8, 2026	TIMES: 4pm - 8PM
DATE(S): November 5, 2026	TIMES: 4PM - 8PM
DATE(S): December 10, 2026	TIMES: 4PM - 8PM
DATE(S):	TIMES:
DATE(S):	TIMES:
DATE(S):	TIMES:

09/11/2026
Date

Signature

OFFICE USE ONLY

List total cost of fees being requested to be waived:

$	$ 630	$
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

TO BE ADDED #10A

WATERBURY PUBLIC SCHOOLS

Committee Meeting Agenda/Minutes

Committee:	BOE Policy & Legislation Committee		
Location: Kennedy High School 422 Highland Avenue	**Date of Meeting:** Thursday October 1, 2026	**Start Time:** 5:00 p.m.	**Finish Time:**

Team Norms:

1. All meetings will start on time
2. All team members will agree to stay on specific agenda topics
3. A specific agenda will be set for all meeting

Commissioners Present:	Staff Present:

AGENDA			MINUTES
	Agenda Item	**Time Allotted**	• **Motion** • **Motion by/seconded by** • **Vote tally**
1.	Revised Policy #9010 – Organization & Methods of Operation.		
2.	Adjournment		

Additional notes/minutes:

Minutes prepared by:

Organization and Methods of Operation

Organization

a) The Board of Education shall consist of the Mayor and ten elected members. Six members shall constitute a quorum. The Mayor is the Chair Ex-Officio of the Board. The members of the Board shall elect, by majority vote, a President, Vice-President, and Secretary.

b) The organizational meeting of the Board shall be held at such time as the Mayor may direct or on December 1st of each odd numbered year. The meeting shall be called to order by the Chair. Before acting, the members shall be duly sworn to the faithful performance of the duties of their office as prescribed by law. The Board shall proceed to elect by roll call by a majority of its members, present and absent, a President, Vice President, and Secretary.

c) The Board may allow student representatives to the Board of Education consistent with Corporation Counsel's opinion of December 31, 2018 and Board policy.

Public Meetings

a) All meetings of the Board of Education shall be open to the public with the exception of executive sessions.

b) All meetings of the Board shall be held at its office or at any other place designated by a majority vote of the Board.

c) The Board shall hold its regular meetings on the third Thursday of each month. The President of the Board shall have the discretion to reschedule meetings under the above formula if conflicts arise.

d) All meetings shall be held at 5:30 p.m. or at any other time designated by the majority vote of the Board. Committee meetings shall be held at 5:30 p.m., unless otherwise designated by the Chair.

e) Special meetings may be called and held whenever requested in writing by any three members. The written request shall contain a description of the matters to be considered, and shall be sent to the President of the Board with a copy to the Clerk of the Board. No business shall be transacted at such special meeting other than that specified in the call.

~~f) Citizens are encouraged to submit prepared written statements to the Commissioners. Comments by an individual shall be limited to a maximum of five (5) minutes. Commissioners believe that this will permit wider participation while also expediting the business of the meeting.~~

f) Public participation during Board regular and workshop meetings is limited to:

- Residents and Taxpayers: Bona fide residents and property taxpayers of the City of Waterbury.
- Parents and Guardians: Non-resident parents or legal guardians of students currently enrolled in Waterbury Public Schools.
- Students: All students who attend Waterbury Public Schools.

All speakers shall state their full name, address, and eligibility status (e.g., resident, parent, or student) for the record prior to speaking. Speakers are encouraged to submit prepared written statements to the Commissioners.

Time Limits and Enforcement

1. Each eligible speaker shall be permitted a maximum of five (5) minutes.
2. The Board President shall serve as the timekeeper and presiding authority. The President is authorized to stop any speaker who:
   - Exceeds the allotted time limit.
   - Fails to meet the eligibility criteria
   - Engages in speech that creates an actual physical or operational disruption to the orderly conduct of the meeting.

g) Commissioners may respond to the concerns and/or comments of public speakers only with the permission of the Chair and **without debate**.

h) Smoking will not be permitted in any room in which a meeting of the Board of Education is being conducted.

i) During meetings of the Board of Education, all cellphones or other electronic communication devices shall be turned off or changed to a silence mode.

Organization and Methods of Operation, continued

Executive Sessions

The public may be excluded from meetings of the Board of Education which are declared to be executive sessions. Executive sessions may be held upon a two-thirds vote of the members present and voting taken at a public meeting for only one or more of the following reasons, and may not be held for any other reason:

1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting.
2. Strategy and negotiations with respect to pending claims and litigation.
3. Matters concerning security strategy or the deployment of security personnel, or devices affecting public security.
4. Discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned.
5. Discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (b) Section 1-210 of the Connecticut General Statutes.

Construction of the Agenda

The Superintendent in cooperation with the President of the Board of Education shall prepare an agenda for each meeting. Any member of the Board of Education may call the Superintendent to request an item be placed on the agenda. Deadline for requests is 48 hours prior to the legally required public posting of the agenda. Finalization of the agenda lies with the Board President.

Posting of the Agenda

At least 24 hours prior to the time of the meeting, the agenda shall be posted in the Office of the Board of Education and in the Office of City Clerk and shall be filed in the Superintendent's Office.

Duties of the Chair

The Chair shall call the Board to order at the **appointed hour**, or as soon as a quorum is present. It shall be the duty of the Chair to assure that all proceedings are in compliance with the laws enacted by the General Assembly, these rules and regulations and, otherwise, parliamentary usage.

Organization and Methods of Operation, continued

Duties of the President

a) In the absence of the Chair, the Board President shall preside at all Board meetings.
b) The President shall appoint liaison positions as appropriate.
c) The President shall appoint ad-hoc committees as needed.
d) The President or his/her designee will conduct orientation/training for all new Board members within 30 days of taking office.
e) Conduct a Board self-evaluation yearly and make provisions for Board member professional development.

Duties of the Vice President

In the absence of Chair and the President, the Vice President shall preside at the Board meeting.

Duties of the Secretary

a) Review and report minutes to the Board.
b) In the absence of the Chair, President, and Vice President, the Secretary shall preside at the Board meeting.

Order of Business

a) Business shall proceed in the following order, unless the Board otherwise directs:

1. Silent Prayer
2. Pledge Allegiance to the Flag
3. Minutes of previous meeting
4. Communications
5. Public addresses the Board
6. Superintendent's Report
7. President's Comments
8. Consent Calendar
9. Committee reports
10. Adjournment

b) The yeas and nays shall be taken and recorded by the Clerk of the Board whenever called for by any member of the Board.

Standing Committees

a) The President shall appoint the following standing committees, each consisting of a minimum of three members to serve two calendar years or less, the member first named to be chairperson, who will appoint a vice-chairperson:

1) The Committee on Policy and Legislation
2) The Committee on Curriculum
3) The Committee on School Personnel
4) The Committee on Building and School Facilities
6) The Committee on Finance
7) The Committee on Grievances

At least one member of each committee shall be a member of the minority party.

Organization and Methods of Operation, continued

b) The President shall call committees together when requested to do so by the respective Chairperson, but in case the Chairperson refuses or neglects, then, at the request of the remaining members of the Committee, he shall call a meeting of the Committee, and a majority of the Committee shall constitute a quorum.

c) All Committee actions are subject to the approval of the Board. All committee recommendations that bypass the Committee of the Whole workshop to the regular meeting for a vote must be placed on the agenda off consent and in the form and substance of the committee agenda. District staff should be available to provide background and answer questions. Committee Chairs should be mindful of controversial or contentious matters which should be heard and debated at workshop.

d) The Board will allow electronic participation of members of Standing Committees and Ad-hoc Committees in accordance with Board Policy #9005 "Electronic Participation".

Committee on Policy and Legislation

a) The Committee on Policy and Legislation shall review all recommended additions, revisions or deletions of Policy, as referred by the Superintendent of Schools, pertaining to operation and functions of the School District. The Committee will maintain open communication with State and Federal officials regarding the district's needs and how they may be affected by proposed, pending, and/or enacted state and federal legislation.

b) The Committee shall have general authority over the by-laws of the Board.

c) The Committee will keep the Board abreast of any legislation that could impact the district.

d) The Committee shall ensure alignment of Policy to Local, State, and Federal Enactments.

e) The Committee shall evaluate the effectiveness of current standing committees bi-annually in October of the even years.

Committee on Curriculum

a) All proposals to add to or change the course of study or the textbooks used in the school system shall be referred to and reported upon by this Committee prior to the action by the Board. In reporting upon any such proposals, the Committee shall give due consideration to the recommendations of the Superintendent of Schools and the consultative groups acting under the provisions of School Board Policy.

b) All requisitions for books, supplies and the like shall be presented to this Committee and/or its duly appointed representatives for approval.

c) Proposals for special regulations or changes to regulations regarding instruction in the school system shall be submitted to the Committee for transmittal to the Board.

d) Proposals for overnight field trips and/or to destinations outside the State of Connecticut shall be submitted to the Committee for transmittal to the Board.

Organization and Methods of Operation, continued

Committee on School Personnel

a) The Committee on School Personnel shall act as an advisory body to the Superintendent in the hire, appointment and transfer of supervisors, high school and middle school assistant principals, and building principals.

b) The chair of the Committee on Personnel, or his/her designee, attends interviews of applicants for the positions of supervisors, high school and middle school assistant principals, and building principals as a non-scoring observer at Level 1 or as designated in the SAW contract.

c) The Committee will review all new job positions and new job specifications for recommendation to the Board.

Committee on Building and School Facilities-

a) Subject to Board approval, the Committee on Building and School Facilities shall have general authority for the maintenance and operation of all buildings. The Committee shall report to the Board upon the desirability of constructing new buildings or enlarging pre-existing facilities. When so instructed by the Board, the Committee shall procure plans and specifications for additions or new facilities and submit them to the Board of its approval.

b) The Committee shall coordinate the Board's operation of school buildings with other state and local authorities having an interest in the same, such as the Fire Department, the Health Department, the Plumbing Inspector, and the State Board of Education.

c) The Committee shall supervise the appointment of all employees not otherwise provided for in these Policies, including such extra or part-time help as may be necessary, all in conformity with the Charter of the City of Waterbury, if applicable.

d) The Committee shall exercise overall supervision of the school bus program. It shall consult with the administrative personnel who are assigned the responsibility of operating the program. The Committee shall conduct periodic studies of the effectiveness of the program and shall submit reports, recommendations, and proposals to the Board for its approval.

e) The Committee shall present to the Board for its approval all requests for permission to use school buildings for all academic and/or non-academic purposes in accordance with Board of Education Policy #1330.

Committee on Finance

a) The Committee on Finance shall serve the Superintendent in an advisory capacity in conjunction with the preparation of the annual education budget and the Superintendent's presentation of the budget to the Board of Aldermen.

Organization and Methods of Operation, continued

b) The Committee shall be responsible for reviewing all grants and grant-funded contracts or agreements submitted for Board of Education approval for submission to the State and/or other agency.

c) The Committee shall be responsible for seeing that the lunch program is running as efficiently as possible, both monetarily and nutritionally, and that it meets State and Federal mandates in regard to the nutrition of the children in the Waterbury Public Schools.

Committee on Grievances

a) The Committee on Grievances shall assist the Board in the Board's determination of grievances. All grievances shall be submitted to the Committee. The Committee, in conjunction with the President of the Board, shall schedule and hold the necessary hearings to comply with any collective bargaining agreement in effect between the Board and duly authorized representative of its employees or a group of its employees.

b) The Clerk shall be responsible for the preparation and distribution of grievance forms.

c) Committee members are expected to be present during all grievance hearings.

Miscellaneous

Any procedures or provisions not covered by the Charter in the performance of this Board shall be governed by "The Scott, Foresman Robert's Rules of Order, Newly Revised".

Adopted December 1, 2017
Revised on January 18, 2018, August 16, 2018, September 20, 2018, February 21, 2019, and March 21, 2019.
Adopted December 1, 2019
Revised and renamed on 04/15/21
Adopted on December 1, 2021, December 1, 2023, and December 1, 2025
Revised on July 23, 2026



COMMUNICATIONS



September 16, 2026 through
September 29, 2026

Waterbury Board of Education — Public Comment

Tiana Arline

Good evening, members of the Board.

My name is Tiana Arline. I am a Waterbury mother and the parent of a student with an IEP in Waterbury Public Schools.

I'm here because my son, King, has spent too much of his childhood caught between systems that are supposed to support him.

I ask this Board to consider one important question:

What happens when a child has significant behavioral and educational needs, but the services written in the IEP are not consistently provided in real life?

King has an IEP and is identified under the eligibility category of emotionally disturbed. He has experienced significant behavioral and educational challenges, multiple placements, and major disruption.

For approximately two years, he has not had what I believe is a consistent, full-time placement that appropriately meets his needs.

His current IEP includes special-education services and a 1:1 aide for instructional and behavioral support across all classes and all areas. However, I have had to repeatedly advocate because the services listed in his IEP have not consistently translated into the support he needs.

When an IEP says one thing, but a child experiences something different, where is the accountability?

I have explored placements presented by the district and researched other programs because I am trying to find an environment where King can receive an education while also receiving the behavioral and emotional support he needs.

This is not simply about wanting a particular school. It is about whether the proposed placement can provide King with a free appropriate public education in an environment that meets his documented needs.

This issue also affects more than my son.

Schools cannot be expected to function as hospitals, psychiatric facilities, crisis centers, and residential programs. But families also cannot be left without support when a child's needs exceed what a traditional school setting can safely and effectively provide.

Too often, families are sent from one system to another. The school says it is a mental-health issue. Mental-health providers say it is an educational issue. Meanwhile, the child remains without consistent education and support.

I am asking this Board to take three specific actions.

First, require a quarterly, public report on IEP implementation. Without identifying students, the district should report how it verifies that required services are delivered, including 1:1 support; how many service gaps are documented; and what corrective action is taken. Parents should also receive written explanations when required services are missed, along with a plan to correct the problem.

Second, publish a special-education staffing and resource plan before the next school year. This should identify staffing levels, vacancies, behavioral-support personnel, related-service providers, students requiring dedicated adult support, and how staffing shortages will be addressed. Progress should be reviewed publicly each quarter, with a specific administrator responsible for answering parent questions.

Third, establish a time-limited working group addressing the gap between special education and higher-level behavioral-health services. This group should include parents, school administrators, clinicians, youth-service providers, crisis services, and community behavioral-health organizations. Within 90 days, it should identify available programs, eligibility requirements, referral contacts, wait times, service gaps, and recommendations for improving coordination.

These are measurable actions. They do not require the Board to decide my son's individual case publicly. They require the district to show how it verifies services, addresses staffing, and connects families with appropriate support.

King is one child, but there are other children and families facing the same struggle.

I am asking you to review the documentation, the IEP, the services, the placements, the educational time being provided, and the staffing. Then ask whether the system is producing the education and support students are entitled to receive.

My son deserves more than a file that says he has an IEP. He deserves an education that works for him.

And every child in Waterbury deserves the same.

Thank you.

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

September 3, 2026

Maria Rivera Rodriguez
50 Robert St.
Waterbury, CT 06710
Mrivera2511@gmail.com

Dear Ms. Rivera Rodriguez:

This is to inform you that your request for a voluntary demotion to a Paraprofessional II (Req. #20270065) in the Department of Special Education has been approved. Your rate of pay in this new assignment will be $22.27 per hour.

Your official start date in this position is September 3, 2026.

I hope that you are happy in your new assignment.

Sincerely,
Nicholle West

Nicholle West
Human Resources Generalist

NW/sd

cc: Board of Education
Dr. Schwartz, Supt. of Schools
Tracy Ann Menzies, Director of Pupil Services
File

Tuesday, September 8, 2026

The City of Waterbury, Connecticut
Department of Human Resources
Office of the Civil Service Commission
236 Grand Street
Waterbury, CT 06702
(203) 574-6761

Anthony Mirabelle
janthonypmirabelle@gmail.com

Dear Anthony Mirabelle:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education - Food Service for the position of Food Service Helper (Req. #20260180) at $16.94 per hour. Please contact Adam Shaban, Director of Food Service at 203-574-8036 with any questions you may have in regard to this position.

Your first day reporting to your new department/supervisor will be September 10, 2026, at your regular scheduled time.

We have scheduled your orientation for Thursday, September 24, 2026 at 2:15 p.m. at the Department of Education Training Room located at 236 Grand Street, 2nd Floor, Room 275 in Waterbury. This portion of the orientation will be regarding the Pension and Benefits with the City of Waterbury. You must attend this orientation session in order to work for the City. Please be prepared to remain for approximately 2 hours.

In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,
Nicholle West
Human Resources Generalist
nwest@waterburyct.org

NW/sd
cc Board of Education
Dr. Schwartz, Supt. of Schools
Adam Shaban, Director of Fd Serv
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

September 8, 2026

Carla Cooper
178 Fairlawn Ave., #3
Waterbury, CT 06705

Dear Ms. Cooper:

Your name is being certified to the Department of Education – Food Service for the position of Food Service Helper (Req. #20250656) at $16.94 per hour.

Your official start date is September 10, 2026.

We have scheduled your orientation for Thursday, September 24, 2026 at 2:15 p.m. at the Department of Education Training Room located at 236 Grand Street, 2nd Floor, Room 275 in Waterbury. This portion of the orientation will be regarding the Pension and Benefits with the City of Waterbury. You must attend this orientation session in order to work for the City. Please be prepared to remain for approximately 2 hours.

In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt of Schools
Adam Shaban, Director of Fd Service
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

September 9, 2026

Michael Vega
28 Beebe St.
Naugatuck, CT 06770
Concettahernandez1@gmail.com

Dear Mr. Vega:

This is to inform you that you are being transferred from the Police Department to the Department of Education as a Maintainer I (REQ #20270120), your rate of pay will be $18.58 per hour.

Your start date in this new position will be September 17, 2026.

I hope that you are happy in your new assignment.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist
NW/sd

cc: Board of Education
Dr. Schwartz, Supt. of Schools
Mike Konopka, School Inspector
file

Tuesday, September 15, 2026

The City of Waterbury, Connecticut
Department of Human Resources
Office of the Civil Service Commission
236 Grand Street
Waterbury, CT 06702
(203) 574-6761

Suzanne Rivera
|suzannie4359@aol.com

Dear Suzanne Rivera:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Special Education for the position of Paraprofessional (Req. #20260416) at $19.53 per hour. Please contact Tracy Menzies, Director of Pupil Services at 203-574-8000 ext. 11165 with any questions you may have in regard to this position.

Your first day reporting to your new department/supervisor will be September 17, 2026 at your regular scheduled time.

We have scheduled your orientation for Thursday, September 24, 2026 at 9:15 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City.

In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,
Nicholle West
Human Resources Generalist
nwest@waterburyct.org

NW/sd
cc Board of Education
Dr. Schwartz, Supt. of Schools
Tracy Menzies, Director of Pupil Services
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

September 16, 2026

Marilin Smith
30 Primrose St., 2nd Fl.
Waterbury, CT 06708
allmyluvdls@yahoo.com

Dear Ms. Smith:

Your name is being certified to the Department of Education - Food Service for the position of Food Service Helper (Req. #20260084) at $16.94 per hour.

Your official start date is September 17, 2026.

We have scheduled your orientation for Thursday, September 24, 2026 at 2:15 p.m. at the Department of Education Training Room located at 236 Grand Street, 2nd Floor, Room 275 in Waterbury. This portion of the orientation will be regarding the Pension and Benefits with the City of Waterbury. You must attend this orientation session in order to work for the City. Please be prepared to remain for approximately 2 hours.

In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt of Schools
Adam Shaban, Director of Food Service
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

September 16, 2026

Valery Montalvo
33 Rawley Rd., Apt. 33
Waterbury, CT 06706
montalvovalery15@gmail.com

Dear Ms. Montalvo:

Your name is being certified to the Department of Education - Food Service for the position of Food Service Helper (Req. #20260080) at $16.94 per hour.

Your official start date is September 17, 2026.

We have scheduled your orientation for Thursday, September 24, 2026 at 2:15 p.m. at the Department of Education Training Room located at 236 Grand Street, 2nd Floor, Room 275 in Waterbury. This portion of the orientation will be regarding the Pension and Benefits with the City of Waterbury. You must attend this orientation session in order to work for the City. Please be prepared to remain for approximately 2 hours.

In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd

cc: Board of Education
Darren Schwartz, Interim Supt of Schools
Adam Shaban, Director of Food Service
file

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury

Connecticut

Department of Human Resources

Office of the Civil Service Commission

September 17, 2026

German Mena
8 Lounsbury St., Apt. 3
Waterbury, CT 06706
Jr_mena89@yahoo.com

Dear Mr. Mena:

Your name is on the General Re-employment List for the position of Paraprofessional. In accordance with the Civil Service Rules and Regulations Chapter VI, Section 2(a); Chapter VII, Section 4; and Chapter IV, Section 5, I am certifying your name to Tracy Menzies, Director of Pupil Services for the position of Paraprofessional (Req. #20260412) at $19.53 per hour.

We have scheduled your orientation for Thursday, September 24, 2026 at 9:15 a.m. at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be September 25, 2026 at your regular scheduled time.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork. In addition, if you are an employee eligible for benefits, it is useful to bring the social security numbers and birth dates of your spouse and children in order to complete the insurance enrollment forms.

Please call us prior to the orientation session if you should have any questions regarding the process.

If you do not accept this position your name will be removed from the General Re-employment list and your re-employment rights will cease.

Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Again, welcome to the City of Waterbury.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist
NW/sd
cc: Board of Education
Dr. Schwartz, Supt of Schools
Tracy Menzies, Director of Pupil Serv.
file

Thursday, September 24, 2026

The City of Waterbury, Connecticut
Department of Human Resources
Office of the Civil Service Commission
236 Grand Street
Waterbury, CT 06702
(203) 574-6761

Michelle Sotomayor
mz3diblz@yahoo.com

Dear Michelle Sotomayor:

We are pleased to receive your acceptance of our offer of employment for the position of Office Aide for the Department of Education – Washington Elementary School (Requisition #20260101) at $17.45 per hour.

Your first day reporting to Washington Elementary School will be October 1, 2026 at your regular scheduled time.

We have scheduled your orientation for Thursday, October 8, 2026 at 9:15 a.m. at the at the Department of Education Training Room located in the Chase Municipal Building, 236 Grand Street, 2nd Floor, Room 275 in Waterbury. You must attend this orientation session in order to work for the City.

At the orientation, we will provide you with a brief overview of the City, review its employment practices and complete all required paperwork.

This is a part-time position working in the Waterbury School System 10 months a year during school hours up to 19 hours per week.

This position does not provide health insurance benefits. Please refer to the SEIU contract for other available fringe benefits by visiting our website at www.waterburyct.org.

Please call us prior to the orientation session if you should have any questions regarding the process.

We look forward to working with you.

Again, welcome to the City of Waterbury.

Sincerely,
Nicholle West
Nicholle West
Human Resources Generalist

NW/sd
cc: Board of Education
Inez Ramirez, Principal, Washington Elementary School
Dr. Darren Schwartz, Supt. of Schools
File

236 Grand Street
Waterbury, CT 06702

(203) 574-6761

The City of Waterbury
Connecticut
Department of Human Resources
Office of the Civil Service Commission

September 24, 2026

Donna Hassinger
862 Park Rd.
Watertown, CT 06795
donnasynott@yahoo.com

Dear Ms. Hassinger:

Your name is being certified to the Department of Education – Food Service for the position of Food Service Helper Lead (Req. #20260012) at $17.98 per hour.

Your official start date in this position will be October 1, 2026.

Please contact Adam Shaban, Director of Food Service at (203) 574-8195 with any questions you may have in regards to this position.

Under the Civil Service Rules, your name will be removed from the eligibility list if you refuse this offer of appointment unless, within seven days from today, you furnish satisfactory evidence acceptable to me justifying such refusal. Please call the Civil Service Office at (203) 574-6761 if you are not interested in the position so that another candidate can be certified. If you have any questions, please do not hesitate to contact us.

Your new probationary period in accordance with your applicable contract will be 6 months in duration. The department head will be responsible for executing your probationary evaluation no later than 6 months from your first day in your new position.

Sincerely,

Nicholle West

Nicholle West
Human Resources Generalist

NW/sd
cc: Board of Education
Dr. Schwartz, Supt. of Schools
Adam Shaban, Director of Fd Service
File