

# Board of Education

## REGULAR MEETING

Thursday, August 20, 2020 – 6:30 p.m.  
Virtual Meeting via ZOOM

*In an effort to adhere to social distancing guidelines, this meeting will be held without normal in-person public access. However, the meeting will be broadcasted live on the City of Waterbury's Government Access Channel (Comcast 96, Frontier 6096), streamed live at <https://youtu.be/j-gqorbdN10>, or listened to via teleconference by calling 1-701-802-5064 with access code 2305673.*

*For information regarding agenda items please visit [www.waterbury.k12.ct.us/board](http://www.waterbury.k12.ct.us/board) and refer to the August 20, 2020 Meeting Agenda AND August 12, 2020 Workshop Agenda which will provide additional backup materials for agenda items.*

***If you wish to address the Board during the public portion of the meeting please call 1-701-802-5064 with access code 2305673 between 6:00 and 6:15 p.m. and provide your name, address, and phone number. You will then need to participate via the above teleconference call information at 6:30 p.m. The Board President will call upon you to address the Board during the public speaking portion of the meeting.***

## A G E N D A

### **1. Silent Prayer**

### **2. Pledge of Allegiance to the Flag**

### **3. Roll Call**

### **4. Communications**

- a) Email communication dated July 17, 2020 from Heather Pelletier regarding Waterbury's reopening plan.
- b) Communication dated July 23, 2020 from City Clerk regarding re-appointment of Sujata Wycoff to the Greater Waterbury Cable Council.
- c) Copy of communication dated July 23, 2020 from Civil Service certifying Michelle April for the position of Food Service Site Coordinator.
- d) Copy of communication dated July 23, 2020 from Civil Service certifying Zachary Farrey for the position of Maintainer II.
- e) Copy of communication dated July 23, 2020 from Civil Service certifying Donald Rains for the position of Human Resources Generalist.
- f) Email communication dated July 25, 2020 from Ashley Rollins regarding schools re-opening.
- g) Email communication dated July 26, 2020 from Christie Caneschi regarding COVID-19 education proposal.
- h) Copy of communication dated July 27, 2020 from Civil Service certifying James Iezzi for the position of Food Service Site Coordinator.
- i) Copy of communication dated July 28, 2020 from Civil Service offering Younes Hattani the position of Provisional Painter II.
- j) Email communication dated July 30, 2020 from Joshua Marciszyn regarding school return survey.
- k) Copy of communications dated July 30, 2020 certifying Fjorela Cuclari for the position of Accountant III and Nicholas Ciccarelli for the position of Maintainer II.
- l) Email communication dated August 7, 2020 from CABA regarding Policy Highlights.
- m) Copy of communications dated August 11, 2020 from Civil Service certifying Thomas Sergi for the position of Food Service Site Coordinator and Kristina Calo for the position of School Secretary.
- n) Email communication dated August 12, 2020 from Kelly Donahue regarding spring break.
- o) Email communication dated August 12, 2020 from Lauren DeGennaro regarding reopening.
- p) Email communication dated August 13, 2020 from John Booth regarding reopening.
- q) Email communication dated August 15, 2020 from Nina Miller regarding back to school plan.
- r) Copy of communications dated August 13, 2020 from Civil Service certifying Zachary Calo and Paul Colon for the position of Maintainer I

- 5. *Approval of Minutes*** – Regular Meeting of July 16, 2020.
- 6. *Public Addresses the Board:*** (See instructions above.) All speakers are encouraged to submit prepared written statements to the Commissioners. Comments shall be limited to a maximum of five minutes. There will be no responses this evening to any questions or concerns raised; they will be referred to the Administration for review and response.
- 7. *Superintendent’s Announcements***
- 8. *President’s Comments***
- 9. *Student Representatives’ Comments***
- 10. *Consent Calendar***
  - 10.1 *Committee of the Whole:* Request approval of a Student Intern Affiliation Agreement with Tufts University, at no cost, for school psychology student internships.
  - 10.2 *Committee of the Whole:* Request approval of an Agreement with Sacred Heart University, Inc. – College of Health Professions, at no cost, for speech, language and pathology internships.
  - 10.3 *Committee of the Whole:* Request approval of a Student Teacher Affiliation Agreement, at no cost, with the following: Franklin Pierce University, Grand Canyon University, University of Bridgeport, and University of Connecticut.
  - 10.4 *Committee on Finance:* Request approval of a Memorandum of Understanding with Relay Graduate School of Education for Relay Teaching Residency Alternate Route to Certification Program.
  - 10.5 *Committee on Finance:* Request approval to apply for the Connecticut State Department of Education “Promoting Middle School Financial Literacy Grant 2020”.
  - 10.6 *Committee on Finance:* Request approval of a College Readiness and Success Contract with CollegeBoard to provide PSAT and SAT assessments.
  - 10.7 *Committee on Finance:* Request approval of an Agreement with Curriculum Associates, LLC, for Elementary Mathematics Curriculum.
  - 10.8 *Committee on Building & School Facilities:* Use of school facilities by school organizations and/or City departments.
- 11. *Items removed from Consent Calendar***
- 12. *Committee on School Personnel*** – Commissioner Stango
  - 12.1 Approval of job specifications for the position of Director of College & Career Readiness.

### **13. Superintendent's Notification to the Board**

#### 13.1 Grant funded appointments effective immediately:

Keith, Ryan – Accountant II, Business/Grants Office, full-time, salary and benefits governed by UPSEU.

Martinez, Alejandro – Behavior Counselor, Wilby High School, \$22.00 p/hour, 35 hours p/week, 10 month, non-union with benefits.

Ostuno, Julie – Human Resources Generalist-Grants, full-time, 35 hours p/week, \$55,000 annually with benefits.

Rozum, Brittney – Parent Educator, Wilson School, \$15.12 p/hour, 10 month, part-time, non-union and without benefits.

#### 13.2 Resignations:

Caffrey, Emily – WHS Special Education, effective 07/30/2020.

Cangelosi, Danielle – Generali Special Education, effective 07/30/2020.

Cipollone, Melissa – Chase grade 2, effective 09/25/2020.

DeLucia, Patricia – Bucks Hill Annex, effective 7/30/2020.

Deptula, Joseph – WSMS Grade 6 Math, effective 08/11/2020.

Duggan, Tatiana – WMS Science, effective 07/27/2020.

French, Gina – Driggs/Chase Art, effective 08/06/2020.

Generali, Alyssa – WCA Business, effective 08/06/2020.

Hauck, Jochlynn – Wilson grade 2, effective 07/29/2020.

Jimenez, Nancy – Reed grade 3, effective 08/13/2020.

Jones, Wendy – Duggan ELA, effective 08/10/2020.

Kores, Lauren – Sprague Kindergarten, effective 08/06/2020.

Kuhnel, Robert – WCA Tech Ed/Manufacturing, effective 08/14/2020.

Lago, Lori – WHS Special Education, effective 07/14/2020.

Linares, Christopher – Carrington PE/Health, effective 07/29/2020.

Mayes, Tristan – Reed Music, effective 08/03/2020.

Michaud, Krista – WSMS Special Education, effective 07/24/2020.

Miller, Grant – KHS ELA, effective 08/07/2020.

Miller, Joan – Sprague Speech Language Pathologist, effective 07/17/2020.

Napoli, Nicolas – NEMS Tech Ed, effective 08/07/2020.

Ortiz, Jennifer – KHS Guidance Counselor, effective 08/01/2020.

Rollins (Parkinson), Lauren – Driggs Special Education, effective 08/14/2020.

Ruggiero, Rebecca – Bunker Hill Music, effective 08/13/2020.

Trevino, Julia – CHS Vice Principal, effective 08/07/2020.

Viscardi, Kristen – Bunker Hill Special Ed, effective 08/12/2020.

Welch, Cody – WHS PE/Health, effective 08/10/2020.

#### 13.3 Retirements:

Padua, Louis – Principal, Waterbury Career Academy, effective 08/31/2020.

Poley, Mark – WMS Music, effective 08/24/2020.

### **14. Unfinished Business of Preceding Meeting Only**

### **15. Other Unfinished, New, and Miscellaneous Business**

### **16. Adjournment**

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE OF THE WHOLE**

Item #10.1

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends the Waterbury Board of Education approve a Student Intern Affiliation Agreement with Tufts University, at no cost, for School Psychology Student Internships.

Approved:

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Karen E. Harvey

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE OF THE WHOLE**

Item #10.2

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends the Waterbury Board of Education approve an Agreement with Sacred Heart University, Inc. – College of Health Professions, at no cost, for Speech, Language & Pathology Internships.

Approved:

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Karen E. Harvey

**8.3.** At no additional cost to the City, the University or Student Intern(s) 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 University's and/or Student Intern(s)' obligations under this Contract, whether such obligations are the University's or Student Intern(s)' or person or entity directly or indirectly employed by said University or Student Intern(s), or by any person or entity for whose acts said University or Student Intern(s) or subcontractor may be liable.

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

**8.5.** The following policies with stated limits shall be maintained by the University or as indicated below, in full force and effect, at all times during which the services are to be performed by the University or Student Intern(s):

**8.5.1. General Liability Insurance:** \$1,000,000.00 per Occurrence, \$2,000,000.00 Aggregate, \$2,000,000.00 Products/Completed Operations Aggregate

The University shall provide coverage to protect the City to the extent of said policy for damages arising out of bodily injuries, sickness to or death of all persons in any one accident or occurrence and for damages arising out of destruction of property in any one accident or occurrence.

**8.5.2 Automobile Liability Insurance:** \$1,000,000.00 per Accident, combined single limit (CSL).

The University shall provide coverage to protect the City with respect to claims for damage for bodily injury and or property damage arising out of ownership, maintenance, operation, use of loading and unloading of any owned or non-owned vehicle. Such coverage shall apply only to vehicles owned or operated by the University.

**8.5.3 Workers Compensation:** Workers' Compensation Statutory Limits and Employer Liability (EL): \$500,000.00 EL Each Accident, \$500,000.00 EL Disease Each Employee; \$500,000.00 EL Disease Policy Limit.

The University shall comply with all State of Connecticut statute as it relates to workers' compensation. The University shall provide Workers' Compensation Insurance Statutory Limits and Employer Liability Coverage to the University for University employees; notwithstanding any other provision of this Agreement, student interns are not University employees and are not covered by Workers' Compensation Insurance.

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE OF THE WHOLE**

Item #10.3

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee of the Whole recommends the Waterbury Board of Education approve a Student Teacher Affiliation Agreement with the following, at no cost, for Student Teaching Opportunities:

- a) Franklin Pierce University
- b) Grand Canyon University
- c) University of Bridgeport
- d) University of Connecticut

Approved:

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Karen E. Harvey

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE ON FINANCE**

Item #10.4

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends the Waterbury Board of Education approve a Memorandum of Understanding with Relay Graduate School of Education, for a not to exceed amount of \$5,000.00, for Alternate Route to Teaching Certification.

Approved:

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Rocco F. Orso



# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE ON FINANCE**

Item #10.5

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends the Waterbury Board of Education approve to apply for the Connecticut State Department of Education "Promoting Middle School Financial Literacy Grant 2020".

Approved:

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Rocco F. Orso

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE ON FINANCE**

Item #10.6

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends the Waterbury Board of Education approve a College Readiness and Success Contract with CollegeBoard to provide PSAT/SAT testing for students.

Approved:

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Rocco F. Orso

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE ON FINANCE**

Item #10.7

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee on Finance recommends the Waterbury Board of Education approve an Agreement with Curriculum Associates, LLC, for a five year period, for Elementary Mathematics Curriculum.

Approved:

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Rocco F. Orso

# BOARD OF EDUCATION

*Waterbury, Connecticut*

## COMMITTEE ON BUILDING AND SCHOOL FACILITIES

Item #10.8

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee on Building and School Facilities recommends the Waterbury Board of Education approve the use of school facilities, at no charge, by the following school organizations and/or City departments:

<b>GROUP</b>	<b>FACILITIES AND DATES/TIMES</b>
J. Ocasio	Bucks Hill School bus loop: Thurs., Aug. 13, 8:00 am – 2:30 pm (New teacher orientation material pick-up)
L. Criscuolo Human Resources	Kennedy café: Wed., Aug. 12, 8:00 am – 3:00 pm (Admin. III written exam/ 2 sessions)
L. Criscuolo Human Resources	Kennedy café: Wed., Aug. 19, 9:00 am – 1:00 pm (Painter II exam)
P.A.L. Sgt. R. Bessette	Reed field: 8/24 – 11/14/20 Mon.-Thurs. 5 – 7 pm & Sat. 9 am – 5 pm (PAL soccer program)
<b>*Mayor's Office Census Committee</b>	<b>Duggan grass area &amp; parking lot: Friday, Aug. 28th 4:00-7:00 pm (Census Voters Registration Day)</b>

Approved:

\_\_\_\_\_  
Jason Van Stone

AUG 12 2020

SCHOOL PERSONNEL USE ONLY

DATE: 08/12/2020

TO: SCHOOL BUSINESS OFFICE

FROM: Census Committee

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

NAME OF SCHOOL REQUESTED: Duggan School

- Auditorium
- Gymnasium
- Swimming Pool
- Caf /Rooms
- Outside

DATES REQUESTED: August 28, 2020

FROM: 4:00 am/pm TO: 7:00pm am/pm


FOR THE FOLLOWING PURPOSES:

Event: Census Voters Registration Day

Event set up requests will be sent to Public Works.

Would like to use outside and parking lot area.

\*Any further questions, please contact Ani DeGirolamo  
adegirolamo@waterburyct.org  
(203) 574-6712

  
APPLICANT  
Monroe Webster  
Administrative Aide to the Mayor

Please note the following provisions:

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

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **COMMITTEE ON SCHOOL PERSONNEL**

Item #12.1

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

The Committee on School Personnel recommends the Waterbury Board of Education approve the job specifications for the position of Director of College & Career Readiness, as attached.

Approved:

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Charles L. Stango

# Waterbury Public Schools

## JOB CLASSIFICATION DESCRIPTION

### JOB CLASSIFICATION TITLE

**DIRECTOR OF COLLEGE AND CAREER READINESS**

**BARGAINING UNIT Classification**  
non-union

### DEPARTMENT

Teaching and Learning

### REPORTS TO:

Receives administrative direction from the Assistant Superintendents

**Salary Range: \$146,897-\$165,602**

### FLSA DESIGNATION

Exempt

## PART I - SUMMARY OF CLASSIFICATION

### DESCRIPTION:

### **DIRECTOR OF COLLEGE AND CAREER READINESS JOB DESCRIPTION**

The Director of College and Career Readiness is responsible to build staff capacity, develop and implement a system of guiding students towards pathways to college and high skill, high wage careers. The Director assists schools at all grade levels to develop a college-going culture and the college and career readiness skills that prepare students for success in 21<sup>st</sup> century. Under the supervision of the Assistant Superintendent, the Director works closely with school counselors and school support staff, teachers, post-secondary institutions, regional industries, grant foundations, and program agencies to ensure the successful implementation of college and career pathways.

The Director of College and Career Readiness will take the lead in the development of school support structures to address the social and emotional learning curriculum and in meeting the needs of all students. Student goals will be achieved through scheduled contact with school supporting staff such as School Counselors, Social Workers, and others responsible for sharing information with students and families as it pertains to social and emotional needs and resources, dual credit, advanced placement, credit recovery, online coursework, daily instruction, early graduation, career readiness coursework, apprenticeships, mentoring, job-shadowing, clinical rotations, and cooperative work experiences in the community. Student Success Plans will be closely monitored for growth and successful learning experiences.

The Director of College and Career Readiness provides program leadership and guidance so that there is alignment and cohesion for the WPS innovative school district models (Academic Academy, Early College High School, Magnet Schools, Community Schools and College/community partnership programs such as Gear-up and upward bound) and future district innovative programs that support Pre K-12 students 'preparation for high school, college, and or gainful employment.

## **PART II - MINIMUM KNOWLEDGE, SKILLS AND ABILITIES**

### **A. EDUCATION AND EXPERIENCE**

#### **General Experience:**

1. Possession of Master's degree or higher preferred from an accredited university or college in education or related field
2. Five (5) years' experience teaching, with a record of successfully impacting student achievement and working successfully with students who have the greatest needs.
3. Experience as, a guidance career counselor, career counselor or administrator with a proven successful record of increasing college and career readiness in a mid-size to large urban school/district

### **B. LICENSURES, CERTIFICATIONS AND OTHER REQUIREMENTS:**

1. 092 certification

## **PART III - ESSENTIAL FUNCTIONS**

The following identifies the primary and essential functions of the position and is not intended to be an exhaustive listing of all duties.

### **Major Responsibilities and Duties:**

- Provides leadership, supervision, guidance, and mentorship to school counselors and social workers.
- Supports district counselors in all endeavors and advocates for district counseling program.
- Assists with the coordination of a comprehensive college and career readiness program for PK-12.
- Collaborates with principals on the school counseling efforts to positively impact student achievement and postsecondary planning.
- Uses and helps others to use district, school, and student data appropriately in interpreting, reporting and acting on results.
- Develops partnerships with non-district personnel and institutions of higher learning to augment the resources available to students through the school counseling program including, but not limited to, dual credit opportunities, institutions of higher education, college/career fairs, and financial aid events.
- Communicates College and Career Pathways unique to the needs of students in collaboration with the campus staff, parents, with community input and aligned with labor market demands to develop coherent sequences of courses in multiple areas.
- Collaborates with postsecondary institutions for articulation of dual credit courses and serves as a liaison to higher education partners.
- Builds common vision for program improvement with principal and staff at each school; directing planning activities with staff to ensure attainment; identifies, analyzes, and applies research findings to promote College and Career Pathways.
- Establish and maintain relationships with college admissions offices, recruiters from two and four year colleges, trade schools, military, and alternative programs.
- Maintains a College & Career Readiness website.



- Guides School Counselors in responding to parent inquiries about CCR.
- Plan and coordinate parent and community informational meetings regarding dual credit opportunities, advanced academics, etc.
- Develop yearly budgets and organize district-wide College and Career programs.
- Develop professional development activities for College and Career staff and teachers that align with district goals.
- Facilitate the establishment of programs to increase high school completion.

#### DUTIES AND RESPONSIBILITIES (additionally):

- Guide development of college and career Readiness that consists of four components: academic, technical, work-based learning, and support services
- Implement Pre-K to 12 college readiness and career exploration programs
- Create materials and programs that provide information to parents and students that will assist in selection of a pathway that matches student interest
- Develop guidelines and assessments for student completion of pathway programs
- Communicate regularly with site administrators to determine the development of college and career pathways, implementation and staff development needs
- Plan and present staff development workshops
- Assist with development of project-based instruction and assessment model
- Develop and present assessment data linking pathways and student achievement
- Create and support advisory groups for College and Career Pathways
- Engage local colleges and industry in proposals, grant writing and planning for pathway development
- Ensure that school social workers and guidance counselor approaches are reflective of best practices around social and emotional development so that they train and can support classroom administrators and teachers in the implementation of SEL best practices,
- Ensure that school discipline systems are reflective of best practices for developing a positive climate and culture and effective social and emotional development of students.
- Develop the systems and structures to ensure the sustainability of SEL programs and approaches
- Monitor, evaluate, and report on the effectiveness of College and Career Pathways
- Promote recognition and celebration of student success and college and industry contributions to College and Career Pathways
- Maintain close communication with partnering agencies to enhance collaborative opportunities
- Develop and submit competitive grant proposals
- Perform other duties as assigned.

**PART V - Working Conditions, Physical and Mental Requirements**

Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

**Frequency: Place an “X” in each box that is appropriate to your job.**

<b>NEVER (N)</b> 0 % of Shift	<b>OCCASIONALLY (O)</b> 1-33% of Shift				<b>FREQUENTLY (F)</b> 34-66% of Shift	<b>CONSTANTLY</b> 67-100% of Shift		
<b>Working Conditions</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>	<b>Working Conditions</b>	<b>N</b>	<b>O</b>	<b>F</b>
<b>Physical Demands</b>					<b>Depth Perception</b>		X	
Standing		X			Color Distinction		X	
Walking		X			Peripheral Vision		X	
Sitting			X		Driving			X
Lifting		X			<b>Physical Strength:</b>			
Carrying		X			Little Physical Effort (-10 lbs.)			X
Pushing		X			Light Work (-20 lbs.)		X	
Pulling		X			Medium Work (20-50 lbs.)		X	
Climbing		X			Heavy Work (50-100 lbs.)	X		
Balancing		X			Very Heavy Work (100+ lbs.)	X		
Stooping		X			<b>Environmental Conditions</b>			
Kneeling		X			Cold (50 degrees F or less)	X		
Crouching		X			Heat (90 degrees F or more)	X		
Crawling		X			Temperature Changes		X	
Reaching		X			Wetness	X		
Handling		X			Humidity	X		
Grasping		X			Extreme Noise or Vibration		X	
Twisting		X			Exposure to Chemicals	X		
Feeling			X		Exposure to Gases and Fumes	X		
Talking			X		Exposure to Unpleasant Odors		X	
Hearing				X	Exposure to bodily fluids	X		
Repetitive Motion			X		Exposure to dampness	X		
Hand/Eye/Foot Coordination			X		Confinement to Small or Restricting Area		X	
Visual Acuity/Near			X		Mechanical Hazards	X		
Visual Acuity/Far			X		Physical danger or abuse		X	

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

Waterbury Public Schools is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the District when necessary.

Prepared on: August 10, 2020

# BOARD OF EDUCATION

*Waterbury, Connecticut*

## SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.1

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

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

Keith, Ryan – Accountant II, Business/Grants Office, full-time, salary and benefits governed by UPSEU.

Martinez, Alejandro – Behavior Counselor, Wilby High School, \$22.00 p/hour, 35 hours p/week, 10 month, non-union with benefits.

Ostuno, Julie – Human Resources Generalist-Grants, full-time, 35 hours p/week, \$55,000 annually with benefits.

Rozum, Brittney – Parent Educator, Wilson School, \$15.12 p/hour, 10 month, part-time, non-union and without benefits.

Respectfully submitted,

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Dr. Verna D. Ruffin  
Superintendent of Schools

# BOARD OF EDUCATION

*Waterbury, Connecticut*

## SUPERINTENDENT'S NOTIFICATION TO THE BOARD

Item #13.2

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

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

Caffrey, Emily – WHS Special Education, effective 07/30/2020.  
Cangelosi, Danielle – Generali Special Education, effective 07/30/2020.  
Cipollone, Melissa – Chase grade 2, effective 09/25/2020.  
DeLucia, Patricia – Bucks Hill Annex, effective 7/30/2020.  
Deptula, Joseph – WSMS Grade 6 Math, effective 08/11/2020.  
Duggan, Tatiana – WMS Science, effective 07/27/2020.  
French, Gina – Driggs/Chase Art, effective 08/06/2020.  
Generali, Alyssa – WCA Business, effective 08/06/2020.  
Hauck, Jochlynn – Wilson grade 2, effective 07/29/2020.  
Jimenez, Nancy – Reed grade 3, effective 08/13/2020.  
Jones, Wendy – Duggan ELA, effective 08/10/2020.  
Kores, Lauren – Sprague Kindergarten, effective 08/06/2020.  
Kuhnel, Robert – WCA Tech Ed/Manufacturing, effective 08/14/2020.  
Lago, Lori – WHS Special Education, effective 07/14/2020.  
Linares, Christopher – Carrington PE/Health, effective 07/29/2020.  
Mayes, Tristan – Reed Music, effective 08/03/2020.  
Michaud, Krista – WSMS Special Education, effective 07/24/2020.  
Miller, Grant – KHS ELA, effective 08/07/2020.  
Miller, Joan – Sprague Speech Language Pathologist, effective 07/17/2020.  
Napoli, Nicolas – NEMS Tech Ed, effective 08/07/2020.  
Ortiz, Jennifer – KHS Guidance Counselor, effective 08/01/2020.  
Rollins (Parkinson), Lauren – Driggs Special Education, effective 08/14/2020.  
Ruggiero, Rebecca – Bunker Hill Music, effective 08/13/2020.  
Trevino, Julia – CHS Vice Principal, effective 08/07/2020.  
Viscardi, Kristen – Bunker Hill Special Ed, effective 08/12/2020.  
Welch, Cody – WHS PE/Health, effective 08/10/2020.

Respectfully submitted,

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Dr. Verna D. Ruffin  
Superintendent of Schools

# **BOARD OF EDUCATION**

*Waterbury, Connecticut*

## **SUPERINTENDENT'S NOTIFICATION TO THE BOARD**

Item #13.3

August 20, 2020

To the Board of Education  
Waterbury, CT

Ladies and Gentlemen:

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

Padua, Louis – Principal, Waterbury Career Academy, effective 08/31/2020.  
Poley, Mark – WMS Music, effective 08/24/2020.

Respectfully submitted,

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Dr. Verna D. Ruffin  
Superintendent of Schools

# Communications



Packet week ending: 8/18/2020



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

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

July 28, 2020

Younes Hattani  
33 West Clay St.  
Waterbury, CT 06706

Dear Mr. Hattani:

We are pleased to receive your acceptance of our offer of employment for the position of Provisional Painter II (REQ#2021004) for the Department of Education.

In this position your starting compensation will be \$21.70 per hour for a total of 40 hours per week. Please be advised that this offer is for a period of time not to exceed twelve (12) months in duration.

Your first day reporting to the Department of Education will be July 30, 2020.

We look forward to working with you.

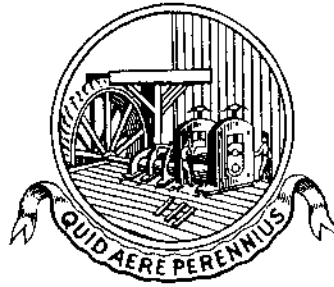
Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc: Board of Education  
Dr. Ruffin, Supt. of Schools  
Chris Harmon, School Inspector  
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

July 30, 2020

Fjorela Cucllari  
59 Summit Rd.  
Prospect, CT 06712

Dear Ms. Cucllari:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education – School Inspector's Office for the position of Accountant III (Req. #2020740) at \$61,109.33 per year. Please contact Chris Harmon, School Inspector at (203) 574-8013 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 6, 2020 at 9:00 a.m. at the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 August 6, 2020 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.

***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.

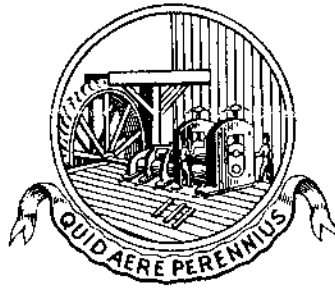
Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Chris Harmon, School Inspector's Office  
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

July 30, 2020

Nicholas Ciccarelli  
11 Bradley Ave.  
Waterbury, CT 06708

Dear Mr. Ciccarelli:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Maintainer II (Req. #2020610) at \$16.39 per hour. Please contact Chris Harmon, School Inspector at (203) 574-8013 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 6, 2020 at 9:00 a.m. at the Department of Human Resources, 236 Grand Street, 2<sup>nd</sup> Floor, Room 202 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 August 6, 2020 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.

*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.*

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Chris Harmon, School Insp.  
file



# Connecticut Association of Boards of Education

*Vincent A. Mustaro, Senior Staff Associate for Policy Services*

## PRESENTS POLICY HIGHLIGHTS

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August 7, 2020

Volume 20 – Issue #3

**Health Assessments/Immunizations for 2020-2021 School Year:** Commissioner Cardona, in a recent memorandum, reminded superintendents of the requirement that boards of education must require each student enrolled in the public schools to have a health assessment (routine physical) prior to public school enrollment, as well as in either grade six or grade seven, and again in either grade nine or grade ten, in accordance with C.G.S. 10-206. The Commissioner stated, “The health assessment requirement is an important element in ensuring a healthy and safe learning environment.” There has not been any alteration in the health assessment schedule for the new school year.

Due to the COVID-19 pandemic, there may be an unavailability of appointments with qualified health care professionals for parents/guardians to obtain the needed health assessment. Boards may deny attendance to a child who fails to obtain the required health assessments. Commissioner Cardona indicated, “However, during the 2020-2021 school year given the unavailability of appointments due to the pandemic, boards are encouraged to prioritize keeping students in school where possible.” He urges boards to work with parents/guardians to have an appointment scheduled as soon as possible rather than deny attendance.

In June, superintendents were provided with the immunization guidance issued by the Connecticut Department of Public Health (DPH) for the 2020-2021 school year. The guidance indicated that, “Even as the Covid-19 pandemic continues, immunizations remain critical in protecting students from vaccine preventable diseases.” Therefore, all students need to be up to date on their immunizations when the new school year starts.

The DPH indicated the pandemic has resulted in sharp declines in outpatient pediatric visits and fewer vaccine doses being administered, leaving children at risk for vaccine-preventable diseases.

The Connecticut Immunization Program, after surveying pediatric vaccine providers, decided that it is in the best interest of all students to be up to date on their immunizations for the start of school, and that catch up of children who are overdue for vaccines is logistically feasible. “Ensuring that immunization services are maintained or reinitiated is essential for protecting students and communities from vaccine-preventable diseases and outbreaks and reducing the burden of respiratory illness during the upcoming influenza season.”

Parents or caregivers of students in need of immunizations are urged to contact their primary care physician, community health center, local health department, or school-based health center to schedule a visit. In addition, the State Immunization Program will be providing influenza vaccine to all children at no cost regardless of insurance status through age 18. Influenza vaccine is expected to begin arriving during August.

DPH believes it imperative that students and staff receive influenza vaccine. “Infectious disease experts have warned of influenza and COVID-19 circulating simultaneously this winter, which raises concern that healthcare resources could once again be overwhelmed.”

**Policy Implications:** The policies that relate to this topic are:

- Policy #5141, “Student Health Services,”
- Policy #5141.3, “Health Assessments and Immunizations”
- Policy #5141.31, “Physical Examinations for School Programs”

**Flexibility Remains for School Meal Services:** U.S. Secretary of Agriculture Perdue has extended some flexibilities designed to make it easier for schools to continue distributing student meals, even as buildings are closed or modify operations in response to COVID-19.

As schools around the country abruptly closed in the spring, the U.S. Department of Agriculture waived some rules for its meal programs so that they could more easily distribute subsidized breakfasts and lunches to students who were learning remotely.

As districts reopen, there may be ongoing challenges with meal services. The challenges include some students continuing remote learning full-time or for a few days a week, meals may need to be served in some schools in classrooms instead of cafeterias to limit students’ contact with peers, and buildings may have to close down again in response to resurging virus rates in their areas. “As the country re-opens and schools prepare for the fall, a one-size-fits-all approach to meal service simply won’t cut it,” Perdue said.

Perdue, responding to schools’ concerns, extended the three waivers he previously granted in the spring. Those waivers, initially set to expire June 30, had been extended to until Aug. 31. The waivers will now be in effect until June 30, 2021, for the entirety of the new school year.

A new waiver was also added to the list. Schools can pause the “offer versus serve” rule that allows high school students to take or leave some food items offered as part of a meal. That rule, designed to cut back on food waste, may be difficult to carry out in a pre-packaged meal distribution program.

The other temporary rule changes Perdue extended are as follows:

- Allow for non-congregate feeding, which means schools can serve meals outside of the normally-required group settings to support social distancing.
- Waive a rule that children must be present when parents pick up grab-and-go meals for them.
- Waive requirements related to standard serving times, allowing more flexibility for mass distribution.

Source: “USDA Just Made it Easier to Serve School Meals Amid Coronavirus Precautions,” by [Evie Blad](#), *Education Week*, June 25, 2020.

**Policy Implications:** The policies pertaining to this topic includes the following:

- Policy #3542, “Food Service”
- Policy #3542.3, “Menus and Services”
- Policy #3542.31, “Free or Reduced Price Lunches”
- Policy #3542.32, “Cafeterias”
- Policy #3542.4, “Operation”

**New COVID-19 Related Policies Developed:** Several new policies have been developed related to the current pandemic situation. Policy #6114.82, “COVID-19 Emergency Measures” covers a host of issues. It is considered a “blanket” policy covering health-related issues, in addition to physical distancing, facial coverings/masks, cleaning and disinfecting, student arrival at school, temperature screening when necessary, hand-washing hygiene, food services, confidentiality issues, and transfer of funds. These are items which will be a part of district reopening plans for school this fall. An administrative regulation also accompanies this new policy. The policy is available upon request and is also posted on the CAFE website in the policy area of member services under “Hot Policy Topics”

Another new policy is #4152.61/4252.61, “Paid Sick Leave/Emergency Family Medical Leave (FML).” This new policy pertains to the provision of additional paid sick leave or FML based on COVID federal legislation. Such leave is in addition to that contained in bargaining unit agreements and the original federal Family Medical Leave Act (FMLA). These types of leave may gain in prominence as schools reopen for the new school year in some form. The policy is available upon request and is also on line.

The guidelines from the SDE regarding school reopening contained the requirement for a local policy pertaining to the use of facial coverings/masks. Therefore, a new sample policy, #4118.237/5141.8, “Face Masks/Coverings” was developed. This sample policy, in addition to the inclusion of key definitions, covers the use of face masks in in school buildings and on school grounds, during transportation to school, permitted exceptions to their use, mask breaks, how to handle violations, and community outreach. This policy is available upon request and is also posted on the CAFE website in the policy area of member services under “Hot Topics in Policy.”

Commissioner Beth Bye in the Office of Early Childhood (OEC) recommended a written policy pertaining to the implementation of Connecticut’s travel advisory and quarantine program which could be shared with parents/guardians and staff. In response, policy #4118.238/5151.81, applicable to students and staff has been developed. The sample policy contains an implementation protocol. It is available upon request.

An existing policy, #1250, “Visits to the Schools” has been revised to include language pertaining to the placement of temporary restrictions on nonessential visitors to school facilities. Such temporary restrictions are to remain in effect for the duration of the new school year or until repealed by the local board of education. This revised policy is also available on request or on the CAFE website.

In addition to the above described policies, some other policies which have been developed as a result of COVID-19 include the following:

- #2140.1 Superintendent Succession
- #6114.8 Pandemic/epidemic Emergencies
- #6114.81 Temporary Suspension of Policies During Pandemic
- #6172.61 Distance Learning Plan Due to Health-Based School Closures (related to existing #6141.3291-One-to-One Tablet Program)
- #9321.2 Electronic Board Meetings

**Testing Waivers Appear Unlikely:** Assistant Secretary Jim Blew of the U.S. Department of Education recently indicated that his agency's inclination is not to grant states waivers from federally mandated tests for the upcoming school year like it did last spring. He stressed the importance of testing beyond accountability. Further, he supported a statement from the Council of Chief State School Officers about the importance of assessments for learning. That statement said that "even during a pandemic" assessments "serve as an important tool in our education system."

Last spring, U.S. Secretary of Education DeVos, because of the pandemic, granted waivers to all states from having to administer certain annual exams as required by federal law. However, concerns about the pandemic's impact on the 2020-21 school year have grown, as have sentiments in some quarters that states should get those waivers again, in order to focus on other educational needs. Some states have announced their intention to seek such a waiver for the new school year.

During a question-and-answer session with reporters, Blew stated, "Accountability aside, we need to know where students are so we can address their needs."

Blew then indicated it would be premature to grant waivers at this time from testing and said, "Our instinct would not be to give those waivers" from the exams, which are mandated under the Every Student Succeeds Act. "There are so many benefits to testing and it allows for some transparency about how schools are performing and the issues we need to address, that our instinct would be to decline those waivers," Blew added.

The question of what to do about testing and a related subject, accountability, in the new school year, is garnering more attention. A "re-envisioned accountability" next year suggested focusing on such issues as:

- "School districts' plans to ensure the health and safety of students."
- "Schools and districts' research-based plans to address students' social and emotional needs."
- "School districts' assurances that all students, whether in-person or remote, have legitimate access to high-quality curriculum and instruction."
- "States' and districts' evidence that all students have access to dependable internet access and devices."

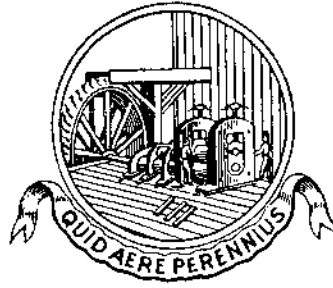
Source: "Top DeVos Deputy: Our 'Instinct' Is to Not Give States Testing Waivers Next Year," by [Andrew Ujifusa](#), *Education Week*, July 24, 2020.

**Policy Implications:** Policy #6146.2, “Statewide Proficiency/Mastery Examinations,” pertains to this issue.

**Food for Thought:**

“Boredom presents an opportunity to learn lessons that can be in short supply these days. It teaches us that life is not always fun or entertaining, and that it is up to us to decide how we spend our time. It’s part of adulthood, and the sooner kids get used to it, the better. Just as importantly, boredom opens the doors to creativity and fantasy, essential aspects of child development that are too often closed by TV and smartphone screens.”

Source: Nicholas Mian in “The Beauty of Boredom” in *The Boston Globe Magazine*, July 19, 2020.



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

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

August 11, 2020

Thomas Sergi  
639 Wilson St.  
Waterbury, CT 06708

Dear Mr. Sergi:

Welcome to employment with the City of Waterbury. Your name is being certified to the Department of Education – Food Service for the position of Food Service Site Coordinator (Req. # 2021010) at \$26.68 per hour. Please contact Linda Franzese, Director of Food Service at (203) 574-8035 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 20, 2020 at 9:00 a.m. at the Department of Public Health, 185 South Main Street, One Jefferson Square Building in Waterbury. Please report to the Lower Level in the Garden Room. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 21, 2020 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.

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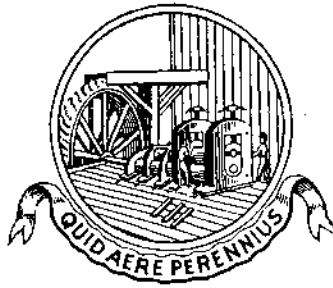
Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of School  
Linda Franzese, 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

August 11, 2020

Kristina Calo  
229 Pierpont Rd.  
Waterbury, CT 06705

Dear Ms. Calo:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of School Secretary – Chase Elementary School (Req. #2020854) at \$16.70 per hour. Please contact Lori Eldridge, Principal @ Chase Elementary School at (203) 574-8188 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 20, 2020 at 9:00 a.m. at the Department of Public Health, 185 South Main Street, One Jefferson Square Building in Waterbury. Please go to the Lower Level the Garden Room. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 21, 2020 at your regular scheduled time.

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Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist

JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Lori Eldridge, Principal @ Chase Elem Schl  
file



**Carrie Swain**

---

**From:** KELLY DONOHUE  
**Sent:** Wednesday, August 12, 2020 10:07 AM  
**To:** 1 Board of Ed  
**Subject:** Waterbury Spring Break

Good morning,

I was just reviewing the draft of the calendar that is being presented tonight for approval and wanted to make sure the board is aware that the week for spring break is a week later than all of the surrounding towns. In a year where childcare will be a struggle for most teachers with conflicting schedules with their children and spouses, I would ask the board to consider moving spring break to match that of surrounding towns: the week of April 12th. This will be one less time we need to worry about who will be caring for our children while we are caring for others.

Thank you for your consideration.

**Kelly Donohue**

Independent Study and Seminar Program  
Crosby High School  
Waterbury, CT 06705  
203-574-8061

*We, the members of the Crosby High School community are committed to providing a safe and welcoming environment that promotes a creative, innovative and intellectually challenging learning experience to ensure that all students are prepared to become college and career ready and productive members of a diverse society.*

## Carrie Swain

---

**From:** ANN SWEENEY  
**Sent:** Wednesday, August 12, 2020 4:38 PM  
**To:** Carrie Swain; Dr. Verna D. Ruffin  
**Subject:** Fwd: BOARD OF ED/ nurse and concerned parent

FYI, for the record.  
Ann

Sent from my iPad

Begin forwarded message:

**From:** Lauren DeGennaro <laurendegennaro85@gmail.com>  
**Date:** August 12, 2020 at 11:45:20 AM EDT  
**To:** ELIZABETH BROWN <ebrown@waterbury.k12.ct.us>, KAREN HARVEY <kharvey@waterbury.k12.ct.us>, JUANITA HERNANDEZ <jhernandez@waterbury.k12.ct.us>, Rocco Orso <rorso@waterbury.k12.ct.us>, CHARLES PAGANO <cpagano@waterbury.k12.ct.us>, MELISSA SERRANO ADORNO <mserranoadorno@waterbury.k12.ct.us>, "CHARLES L. STANGO" <clstango@waterbury.k12.ct.us>, ANN SWEENEY <asweeney@waterbury.k12.ct.us>, JASON VAN STONE <jvanstone@waterbury.k12.ct.us>, "THOMAS VAN STONE SR." <tvanstone@waterbury.k12.ct.us>  
**Subject:** BOARD OF ED/ nurse and concerned parent

**EXTERNAL MAIL- This email originated from outside the District. Do not click on links or open attachments unless you recognize the sender and know the content is safe.**

Attention Board of ED,

I am writing as I anxiously await to hear the plan for Waterbury Public Schools. I will try not to take up too much of your time. I am a single mother of two, a soon to be six year old who got into Rotella Magnet School and a four year old who got into pre-k at Maloney. I live in Naugatuck currently. I am also a nurse. I am eagerly awaiting the plan because I have to send my kids to school for many reasons. I am curious as both a mother and a nurse what is the plan. I know with education funding is very difficult and that getting supplies and things schools need especially in areas where poverty is prevalent is very difficult. I am wondering if the schools are requiring temperature checks for the kids and teachers? This is one easy tool that can help prevent a complete outbreak. Simply, having them do that as part of their check in.

As the fall approaches flu will also be coming around. Will teachers be required to be tested? I know at my work we get tested every 30 days. I am sure that is nearly impossible funding wise but again frequent testing could prevent more infections and deaths. Is there going to be someone overseeing putting in strategies for preventing COVID outbreak in each school? Someone giving the kids frequent lessons on how to wash their hands? Maybe incentives for kids keeping their masks on. Will masks be provided to kids and teachers? Will kids be sharing school supplies? What are the strategies and who will be overseeing when there are positive cases because there will be positive cases? As I sit here thinking about my kids going back, I wonder if such jobs were developed yet because there needs to be

someone overseeing schools. Making sure temperatures are being taken. That they have adequate supplies. Etc. masks. If you or someone who works for you gets a chance to answer my letter, I would greatly appreciate it. Also, if there is any way I can help as a nurse let me know. My email is [laurendegennaro85@gmail.com](mailto:laurendegennaro85@gmail.com). I strongly recommend you have people overseeing schools and making sure multiple health precautions and strategies are being implemented. Air purifiers, filters. Hand sanitizers. Mask for those who can't afford them. The list goes on and on. Thank you so much for your time. I wish you good luck with the large task that has come before you as superintendent. Best of luck to you and all those working to keep it safe for all the children.

Thanks,

Lauren DeGennaro

## Carrie Swain

---

**From:** KAREN HARVEY  
**Sent:** Thursday, August 13, 2020 2:34 PM  
**To:** Carrie Swain  
**Subject:** Fwd: PRE K

Hi Carrie,

Forwarding this as CORRESPONDENCE.

Thanks,

Karen

Sent from my iPad

Begin forwarded message:

**From:** John Booth <[johngboothjr@yahoo.com](mailto:johngboothjr@yahoo.com)>  
**Date:** August 13, 2020 at 2:20:34 PM EDT  
**To:** "[kharvey@waterbury.k12.ct.us](mailto:kharvey@waterbury.k12.ct.us)" <[kharvey@waterbury.k12.ct.us](mailto:kharvey@waterbury.k12.ct.us)>  
**Subject:** PRE K

**EXTERNAL MAIL-** This email originated from outside the District. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hello,

I am excited to hear Waterbury Public Schools will be opening up in September.

I am the father of two sons who will be attending Rotella Magnet School for in-person learning.

My family and I are very hopeful that PRE-K learning will be for the **Full day** as it will increase our children's ability to grow and learn.

Thank you for your time and consideration.

Stay Well.

John Booth

## Carrie Swain

---

**From:** KAREN HARVEY  
**Sent:** Saturday, August 15, 2020 9:01 AM  
**To:** Dr. Verna D. Ruffin  
**Cc:** Tanya Bombero; Dr. Verna D. Ruffin; Carrie Swain; 1 Board of Ed  
**Subject:** Fwd: Back to school plan

FYI

Sent from my iPad

Begin forwarded message:

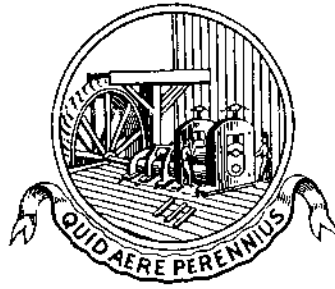
**From:** Nina Miller <ninammiller@yahoo.com>  
**Date:** August 14, 2020 at 7:34:16 AM EDT  
**To:** "kharvey@waterbury.k12.ct.us" <kharvey@waterbury.k12.ct.us>  
**Subject:** Back to school plan

**EXTERNAL MAIL-** This email originated from outside the District. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

I am very unhappy with the return to school plan. It does nothing to reduce contact and therefore reduce risk. I feel a more viable plan would be half the children in for two full days - clean down the building - the other half of the kids in for two full days. Puts half as many kids in the building and on the buses on any given day. Remote learning the other 3 days. And it certainly does not address the lack of any kind of proper ventilation in the older buildings. How exactly is that going to be handled.

The plan presented is doomed to failure from the start.

Nina Miller



236 Grand Street  
Waterbury, CT 06702

(203) 574-6761

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

August 13, 2020

Zachary Calo  
264 Lyman Rd., Bldg 3-2  
Wolcott CT 06716

Dear Mr. Calo:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Maintainer I @ Carrington Elementary School (Req. #2020677) at \$15.21 per hour. Please contact Chris Harmon, School Inspector at (203) 574-8013 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 20, 2020 at 9:00 a.m. at the Department of Public Health, 185 South Main Street, One Jefferson Square Building in Waterbury. Please go to the Lower Level – Garden Room. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 21, 2020 at your regular scheduled time.

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

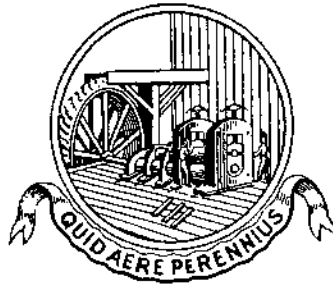
***Your new probationary period in accordance with your applicable contract will be 9 months in duration. The department head will be responsible for executing your probationary evaluation no later than 9 months from your first day in your new position.***

Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Chris Harmon, School Inspector  
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

August 13, 2020

Paul Colon  
76 Sierra St.  
Waterbury, CT 06704

Dear Mr. Colon:

Welcome to employment with the City of Waterbury. Your name is being certified to the Education Department for the position of Maintainer I @ Crosby High School (Req. #2020680) at \$15.21 per hour. Please contact Chris Harmon, School Inspector at (203) 574-8013 with any questions you may have in regards to this position.

We have scheduled your orientation for Thursday, August 20, 2020 at 9:00 a.m. at the Department of Public Health, 185 South Main Street, One Jefferson Square Building in Waterbury. Please go to the Lower Level – Garden Room. You must attend this orientation session in order to work for the City. Your first day reporting to your new department/supervisor will be August 21, 2020 at your regular scheduled time.

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Again, welcome to the City of Waterbury.

Sincerely,

Jennifer Palazzo  
Human Resources Generalist  
JP/sd

cc Board of Education  
Dr. Ruffin, Supt. of Schools  
Chris Harmon, School Inspector  
File