

DANBURY BOARD OF EDUCATION MEETING

TUESDAY, SEPTEMBER 7, 2010 - 7:00 PM

Administrative Center - 63 Beaver Brook Road

A G E N D A

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. RECOGNITIONS

1. Award DHS Diploma to the family of WWII Veteran Thomas Davis Kraska
2. Nancy Berman, 2011 Teacher of the Year

IV. PUBLIC PARTICIPATION

The Board welcomes Public Participation and asks that speakers please limit their comments to 3 minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, or against any person connected with the Danbury Public School System.

EXHIBIT

V. CONSENT CALENDAR

MOTION - that the Board of Education approve the items on the Consent Calendar, as recommended:

A. MINUTES

Special Board Meeting Minutes, 8-11-10 10-132 (pg.6)
Special Board Meeting Minutes, 8-31-10 10-133 (pg.12)

B. PERSONNEL 10-134(pg.15)

Accept Leaves of Absence: MaryBeth Allo Fanny Rodriguez
 Brian Bardo Yolanda Toledo
 Amy Gardner Linda Triebe

Accept Resignations: Robert Altavilla Sarah Jordan
 Gregory Clark Evin Liljengren
 Ninette Duval Erik McKay
 Jennifer Gonzalez-Smith Charles Manos
 Heather Gray-Merrill Glen Mourning
 Stephanie Huber Alison Targett Eaglin

Accept Non-Renewal: Amanda Haggas

Accept Retirements: Joyce Emmett
 Bernard Simons

New Hires:

Vilma Belato	Morris St.	.4 Bilingual
Casey Bock	DHS	Math
Matthew Calvanese	AIS	Grade 1
Virginia DiLeo	DHS	1 Yr Long Term Sub-Spanish
Lindsey Dunbar	Ellsworth	Grade 3
Diana Gomez	Ellsworth	1 Yr Long Term Sub - AM/PM K
Kathryn Guidone	DHS	1 Yr Long Term Sub – English
Melissa Hettenbach	Great Plain	Social Worker
Brian Ho	6 Elem. Schools	Music (Strings)
Lisa McCarthy	BVMS	.4 Spanish
Victoria McClelland	DHS	Chemistry
Stephanie Moy	CRC	Elem. Tech. Leader
Marc Poliquin	Stadley Rough	Grade 3
Alyse Ramey	KSI	.5 - Grade 5
Caitlin Ryan	MRP	.5 – Kindergarten
Amy Schock	DHS	English
Randall Skandera	RPMS	7th Grade SPED
Donna De Grazia	MRI - Preschool	Nurse
Daniel Scavone	DHS	Athletic Director

C. **DONATION**

Accept \$1,000 donation from Ms. Jane Katch to the Family
Literacy Center

10-135(pg.18)

VI. EMPLOYEE REPRESENTATIVE

VII. STUDENT REPRESENTATIVES

Danbury High School: Nadine Edwards, Board of Governors President
 Sebastian Ramirez, Vice President
 Shaquilla Taylor, Treasurer
 Rebecca Leonard, Secretary

Alternative Center: TBD

VIII. DISCUSSIONS

A. City Council Possible Action on 2010-2011 Appropriation

IX. PRESENTATION

X. SUPERINTENDENT'S REPORT

- A. Enrollment (+219)/Staffing/Start of School Updates
- B. Even Start Grant
- C. Charter School Applications 10-136(pg.19)
- D. Update on American Carrera Tech

XI. ACTION ITEMS

A. Hiring an additional 1.2 FTE for special subject areas

MOTION: that the Board of Education authorize the Superintendent to hire an additional 1.2 FTE for special subject areas (art, music, physical education) for the current school year (as part of the Education Jobs Fund Program).

B. National School Lunch Program Services to St. Joseph's School

MOTION - that the Board of Education approve an agreement between the Danbury Board of Education and St. Joseph's School for National School Lunch Program Services for the period September 1, 2010 through June 15, 2011. Furthermore, that the Board of Education designates the Superintendent of Schools as the authorized representative and signatory, in accordance with 10-137(pg.20)

C. School Food Service Agreement for Head Start

MOTION - that the Board of Education approve an agreement between the Danbury Board of Education and Connecticut Institute for Communities, Inc (CIFC) for School Food Service Agreement with Head Start for the period September 1, 2010 through August 31, 2011. Furthermore, that the Board of Education designates the Superintendent of Schools as the authorized representative and signatory, in accordance with 10-138(pg.25)

D. Rogers Park Middle School Field Trip to Puerto Rico

MOTION: That the Board of Education approve the Rogers Park Middle School 8th grade Spanish II student field trip to Puerto Rico, January 13-18, 2011 10-139(pg.27)

XII. INFORMATION

- A. Back to School Guide & Calendar
- B. Mill Ridge Educational Center

XIII. BOARD CHAIRPERSON’S REPORT

- A. 2010 CABA/CAPSS Convention, November 19-20, 2010
 @ Mystic Marriott 10-140(pg.30)
- B. CABA Update

XIV. BOARD REPORTS, COMMUNICATIONS AND COMMENTS

<u>Committee Reports</u>	<u>CHAIR</u>	<u>MEMBERS</u>
Sites and Facilities	J. Scozzafava	E. Alberts, S. Podhajski K. Molinaro R. Taborsak
Community Relations	R. Jannelli	E. Alberts, R. Austin M. Fazio, K. Gailliard
Finance	M. Fazio	E. Alberts, R. Jannelli, J. Scozzafava, R. Taborsak
Operations/Policy	R. Taborsak	E. Alberts, G. Cooper, K. Gailliard, K. Molinaro
Superintendent Evaluation	E. Alberts K. Molinaro	M. Fazio, R. Jannelli, S. Podhajski

<u>District Committees</u>	<u>MEMBERS</u>
City-Wide PTO	K. Molinaro
District Development	E. Alberts, R. Taborsak
TDEC	E. Alberts, R. Taborsak, R. Jannelli
DSABC	R. Jannelli
Education Connection	R. Jannelli
Magnet School Trustees	G. Cooper, K. Molinaro, R. Taborsak
Oral Health Initiative	E. Alberts
School Based Health	E. Alberts

<u>Other Committees</u>	
City-Board Building	K. Molinaro, E. Alberts
Negotiations – Administrators	K. Molinaro (Chair), G. Cooper, R. Taborsak
Negotiations - Non Teaching	K. Molinaro (Chair), G. Cooper, R. Taborsak
Negotiations – Teachers	G. Cooper (Chair), R. Jannelli, K. Molinaro, R. Taborsak

Mayor's 2020 Task Force

E. Alberts, K. Molinaro – Board
William Glass, Administrative Rep
Cindy Mirochine, Union Teacher (new)
TBD - DHS Student
Rosty Slabicky, Community Member
Michael Calandrino, Common Council Member
Frederick Visconti, Jr. Common Council Member
Antonio Iadarola, Dir. of Public Works
TBD, City-wide PTO Member

XV. EXECUTIVE SESSION

MOTION: That the Board of Education convene in Executive Session for the purpose of discussing confidential personnel matters.

XVI. PUBLIC SESSION

XVII. ADJOURNMENT

FUTURE MEETINGS AND DATES TO REMEMBER

September 7 Board of Education Meeting (Tuesday), 7:00 p.m.
September 9 Rosh Hashanah, All Schools & Offices Closed
September 13 City Wide PTO Meeting, 7:00 p.m.
September 22 Community Relations Committee, 6:30 p.m.
September 22 Board of Education Meeting, 7:00 p.m.
September 28 Combination PD/Staff Meeting, Early Dismissal All Schools
October 4 City Wide PTO Meeting, 7:00 p.m.
October 11 Columbus Day, All Schools & Offices Closed
October 13 Board of Education Meeting, 7:00 p.m.
October 26 Combination PD/Staff Meeting, Early Dismissal All Schools
October 27 Board of Education Meeting, 7:00 p.m.

DANBURY BOARD OF EDUCATION SPECIAL MEETING MINUTES

AUGUST 11, 2010 - 7:00 PM

ADMINISTRATIVE CENTER - 63 Beaver Brook Road

Attendance: E. Alberts (7:23 pm), G. Cooper, M. Fazio, I. Fox, K. Gailliard (7:12 pm), R. Jannelli, K. Molinaro, R. Taborsak, Drs. Dylewski and Pascarella, Mr. Longo and Ms. Emmett and Thompson from Administration

Absent: R. Austin, S. Podhajski, J. Scozzafava and Dr. Glass

CALL TO ORDER

The Chairperson, Irving Fox, called the meeting to order at 7:02 pm and those assembled recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

A concern was the number of classrooms for one principal to handle; 32 classrooms and extra staff is a huge responsibility. Wants to be sure that Mr. Scails will be compensated for this responsibility; eight 4th grades and eight 5th grades is a lot for an elementary school.

King Street parent is pleased that there will be one principal. Her concern is the personnel and getting to know Mr. Scails. She feels he can handle the position and asks the Board to look internally for a candidate for Assistant Principal; get someone that would complement Mr. Scails so we can have a unified ownership.

Parent with a Kindergarten child at the Magnet School stated that there is a hostile environment at King Street. The previous administration did not work well with parents; no matter who you pick they need to dispel that. The intelligent way to do that is for Mr. Scails to be in one school and the Assistant in the other. The previous administrators were never on the same page.

CONSENT CALENDAR

MINUTES

Bi-Monthly Board Meeting Minutes, 6/24/10

PERSONNEL

Accept Leaves of Absence: Joanna DiCerbo Jill Vitti

Accept Resignations: Jackie Bacon Leanne Connors Nicole Gurney
Jennifer Pacelli Joyce Pasquarella Leslie Pearson
Nicole Wilkinson

Accept Retirements: Margaret McKeever Ann Salamone

MOTION - R. Jannelli moved, seconded by M. Fazio that the Board of Education approve the Consent Calendar, Exhibits 10-127 through 10-128.

Motion passed at 7:10 pm.

DISCUSSION

Realignment/responsibilities of administrative structure at King Street School Campus

Dr. Pascarella thanked the Board for coming this evening. He said that in their Board packet there is a Leadership Proposal. He went on to state we have an opportunity presently due to the fact that an administrator is leaving the district. He feels this is the right time for the right thing. We need two administrators for the King Street Schools. We are running two campuses in a one school structure. This is unique since it is two different buildings. The Assistant Principal will focus on curriculum, instruction and assessment. This will allow the principal to focus on the overall alignment of the Kindergarten through grade five continuum, parent and community engagement, operations and management and staff and program development. Presently there are eight 5th grades and eight 4th grades.

Dr. Dylewski told the Board that when he first came to Danbury, King Street was one campus. In January of my first year I spent 7 years as principal and it was a big job. In 1983 Administration decided to separate the responsibility and then there were two principals – one for the Primary and one for the Intermediate. It does make sense for one person to head both schools. The principal will have to work closely with Dr. Mary Cronin because Mill Ridge will still be feeding into King Street.

Mr. Jannelli said from the top down, the Board to the Superintendent we can ill afford our objectives and visions. We cannot tolerate someone not being on the team. Our present economic time does not leave room for waste. Mr. Scails will be ultimately responsible for the two schools. We are doing something different by putting districts together and we are moving ahead – we don't have room for individual power.

Dr. Dylewski said that it is the Superintendent's intention that Mr. Scails will be responsible for both schools and the Assistant is there to support him.

Mr. Taborsak said it is clear cut that the Assistant Principal will be devoted to the areas of curriculum and assessment. It seems that it is pretty well thought out. It makes sense and he just wants to be sure that that is the way it will be.

The Superintendent said we have the posting out and at the moment we have several candidates for the position of Assistant Principal.

Ms. Cooper said tonight we are going to vote; it is best for the kids and I don't doubt that but I do doubt the leadership; I doubt other people and their attitudes and are we doing this for the

right reasons. One principal will be doing evaluations for all staff? Dr. Pascarella said there will be evaluators at both buildings that will be doing this. Ms. Cooper said we don't have parents involved in this decision; parents should come out and voice their opinion. The Superintendent said he phoned the President of PTO and asked that they get the information out to their groups. I discussed this with Mr. Fox and also asked Eileen FitzGerald of the Danbury News Times to get the word out. Regarding my motive, it is real simple; I think it is best for the kids. This is an opportunity that we should take advantage of. I spoke with Dr. Glass before he left for vacation and gave this a lot of thought. It is not a money savings issue; it has nothing to do with that. Ms. Cooper asked at some point we will be asked for any type of salary increase? Dr. Pascarella said in the past when we combined the coordinators, I will recommend to you the same salaries in our negotiated agreement. We have a salary amount for an Assistant Principal and that is the amount we would offer with no stipend over and above that amount.

Mr. Fox stated being close to the community the atmosphere at King Street Schools had been extremely negative. I don't have personal experiences. The feedback has been negative - one community served in two separate ways and it has caused a lot of angst. One unified structure will help get the community back together again. I think Mr. Scails is the best person for heading up the schools. I am 100% in favor of this proposal.

Mr. Jannelli said he thought when we were doing the reorganization of Mill Ridge we had a few sessions at the school, we also had a Saturday - it is not something that happened overnight. Ms. Cooper said my question is, are we planning to have parents here. Nothing has been put formally to the Mill Ridge parents we did that after the fact. Ms. Cooper then addressed the Chair saying "let's leave it, if we want to talk about it later, okay".

Ms. Molinaro said this is one school that requires one leader. She is looking forward to Mr. Scails leadership and bringing us forward - I am very much in favor of the whole structure.

ACTION ITEM

King Street School Campus

MOTION: R. Jannelli moved, seconded by R. Taborsak that the Board of Education approve the realignment/responsibilities of the administrative structure at King Street School Campus as recommended by the Superintendent.

In favor: E. Alberts M. Fazio I. Fox
K. Gailliard R. Jannelli K. Molinaro
R. Taborsak

Opposed: G. Cooper

Absent: R. Austin S. Podhajski J. Scozzafava

Motion passed at 7:34 pm.

Dr. Pascarella asked the Chairperson, Mr. Fox, for two volunteers from the Board to be on the Assistant Principal Interview Committee. Ms. Cooper and Ms. Alberts will be the two Board members on the committee to interview the candidates.

INFORMATION

Update on enrollment/staffing

Dr. Pascarella told the Board that the secretaries come back from summer vacation on Monday and they will be collecting the enrollment figures. At the moment, we will need a Spanish I teacher and a Spanish II teacher; three to five math teachers. The Freshman Academy will commence this school year with a designated principal and four teachers that will teach the same 100 students throughout the year. Most of the Academy classes will be housed on the 4th Floor of DHS. A lot of resources will be dedicated to the Academy.

Jackie Bacon, Principal of King Street Primary, resigned for a position in another district. In going over the numbers, we may need a ½ day kindergarten. Dr. Dylewski told the Board that Stadley Rough's first grade is moving towards 123-124 students. Dr. Pascarella told the Board that the King Street campus has 585 students; Hayestown has 478; Park Avenue 426 and Stadley Rough 476 students. Dr. Pascarella said two weeks prior to school opening, we have to identify those positions and get the Board's approval.

Update on fiscal year 2009-2010 Budget

Mr. Longo released unaudited numbers to the Board for the fiscal year ended June 30, 2010. A discussion followed regarding the \$600,000 owed to the District for Roberts Avenue School that is being held by the City of Danbury. Mr. Longo stated that those funds still remain in the City and we have a verbal commitment with the City for those funds. He stated that Dr. Pascarella on two occasions put in a request that the \$600,000 be heard by the Common Council as a whole. Dr. Pascarella said it was his understanding that if we needed the money we could go back and ask for it. Mr. Taborsak wondered if the City used the \$600,000 to balance their budget. Mr. Jannelli said this is a disappointment; Mr. Taborsak agreed that he also feels this is a disappointment.

Dr. Pascarella called on Ms. Thompson, Director of Human Resources for an update. She stated that no teachers lost their jobs. Five part time paraprofessionals did. It is literally changing every day and people are resigning every day. Mr. Fox added that we did lose program.

EXECUTIVE SESSION

MOTION: Mr. Jannelli moved, seconded by Ms. Molinaro that the Board of Education convene in Executive Session for the purpose of discussing confidential personnel matters and contract negotiations.

Motion passed at 7:53 pm.

Attendance: E. Alberts, G. Cooper, M. Fazio, I. Fox, K. Gailliard,
R. Jannelli, K. Molinaro, R. Taborsak, Drs. Dylewski,
Pascarella, and Ms. Thompson from Administration

Absent: R. Austin, S. Podhajski, J. Scozzafava and Dr. Glass

Ms. Thompson updated the Board on the Athletic Director new hire.

The Board discussed hiring process and the need for change. The Chairperson, I. Fox, asked that a new process be made a priority for this Fall.

Dr. Rossi, Principal of Danbury High School, was invited to speak to the Board regarding the candidate. Dr. Rossi exited at 8:45 pm.

Dr. Pascarella spoke to alleged pattern of illness at Rogers Park Middle School that has been reported.

Dr. Pascarella spoke to issues regarding teacher's contract negotiations. Ms. Thompson spoke further on issues. The Board discussed the cost of the teachers' contract.

PUBLIC SESSION

MOTION: E. Alberts moved, seconded by R. Jannelli that the Board of Education return to Public Session.

Motion passed at 9:15 pm.

ACTION ITEM

Athletic Director

MOTION: R. Jannelli moved, seconded by R. Taborsak that the Board of Education Authorize the Superintendent of Schools to offer employment to the recommended candidate for Athletic Director.

In favor: E. Alberts M. Fazio I. Fox
K. Gailliard R. Jannelli K. Molinaro
R. Taborsak

Opposed: G. Cooper

Absent: R. Austin S. Podhajski J. Scozzafava

Motion passed at 9:16 pm.

ADJOURNMENT

K. Gailliard moved, seconded by R. Jannelli that the Board of Education adjourn its August 11, 2010 meeting and the meeting adjourned at 9:17 pm.

Kathleen Molinaro, Secretary

DANBURY BOARD OF EDUCATION SPECIAL MEETING MINUTES
TUESDAY, AUGUST 31, 2010 - 7:00 PM

Present: G. Cooper, M. Fazio, I. Fox, R. Jannelli, K. Molinaro, R. Taborsak, S. Pascarella, W. Glass, R. Dylewski, K. Thompson
Absent: E. Alberts, R. Austin, K. Gailliard, S. Podhajski, J. Scozzafava

CALL TO ORDER

The Chairperson, Irving Fox, called the meeting to order at 7:00 p.m. and those assembled recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

A parent of a student at the Alternative Center spoke about how well her child has done at ACE. He is intelligent and a good kid. When he was in 6th grade his grades started going downhill. AT DHS he failed every subject. Since being a ACE he is an honors student and will be going to college. The teachers there are very special and need your support. For some students ACE is the only hope they have and she asked the Board to help in every way you can and give back teachers time.

CONSENT CALENDAR

MOTION: R. Jannelli moved, seconded by R. Taborsak, that the Board of Education approve the items on the Consent Calendar, Exhibit 10-130, as recommended

MINUTES
Finance Committee Minutes, 8-25-10

The motion passed unanimously at 7:05 p.m.

ACTION ITEM

Hiring an additional 7.4 teachers (FTE)

MOTION: R. Jannelli moved, seconded by G. Cooper, that the Board of Education authorizes the Superintendent to hire an additional 7.4 teachers (FTE) for the current school year.

Dr. Pascarella stated in June we had a number of reductions not knowing what increases/decreases would occur with our enrollments. The elementary secretaries returned in August and we are seeing increased enrollments putting us over our contractual class sizes. We are requesting an additional 7.4 teachers however we have issues with our specials (art, music and physical education) needed to satisfy prep time for teachers as well as electives for students. Therefore we are requesting an additional 1.0 FTE for these special subject areas.

Dr. Pascarella stated we are fortunate to have received word of \$1.3 million coming to us through the federal jobs bill although we have nothing official in writing we are hoping it is finalized soon. His recommendation, given the challenges we are facing with the 2011-2012 budget, that we split the \$1.3 million in half, hiring the special teachers this year and putting the balance in account for next year's budget.

Dr Glass stated we have a number of situations where the class sizes are out of hand. 3-4 years ago we were staffing at 20 students per class in kindergarten. We raised our class size to 22 for K-1 and 25 students in grades 2-5. Morris Street is up to 29 and 28 in their 2 first grades; Hayestown 4th grades at 29 and 30. Ellsworth, Hayestown, Morris Street, Park Avenue and Rogers Park have mushroomed in English Language Learners with 300 more students identified since June. We are requesting an addition of 1.0 math at DHS, .4 Spanish at DHS, .4 Bilingual/Spanish at RPMS, 1.0 grade 3 at Ellsworth and 1.0 grade 4 at Hayestown, bringing us to the 7.4 FTEs needed. In addition, as Dr. Pascarella indicated, the special subject areas become prep time for teachers, therefore an additional .4 art, .4 music and .4 physical education teachers are needed. We can take .2 PE from the high school and use as part of .4 at the elementary level. This brings us to an additional 1.0 FTE for the special subject areas.

Mr. Taborsak stated by October 1st we could need even more staff. Dr. Glass stated it typically becomes stable after Labor Day. Dr. Pascarella stated to clarify on the parent's comments on ACE. We had proposed a reduction of 1.0 but that did not happen, a 4/10 position was put back. Mr. Fazio stated the Finance Committee met last week to discuss the additional 7.4 FTEs and recommended support based on the Superintendent's recommendation and to call for a special meeting of the full board for approval. Mrs. Cooper asked for clarity of the ACE position. Dr. Dylewski stated one social studies teacher was going to leave last year and prior to the close of school we made a reassignment to .6 ACE/.4 DHS. Mrs. Cooper stated there are special students at ACE and professional people there. It takes a certain type of person to teach there and with new leadership, who is working with the new principal? Dr. Dylewski stated Linda Schreiner reports to him. Mrs. Schreiner met with her staff and she is trying very hard to make a positive experience for herself, staff and students. Dr. Pascarella stated he heard a rumor going around about recommendations from the general public to close ACE and move the students to DHS. There is no intention close ACE. Dr. Glass stated he has been meeting with Mrs. Schreiner on the teaching and learning responsibilities and he will continue on a regular basis. She took him through the school pointing out things that needed attention so she has definitely taken ownership.

Mr. Fox asked procedurally is the \$1.3 million applied to grant funding and not the operating budget? Dr. Pascarella stated it is drawn down as a grant. Mr. Fox asked with the bleak forecast for next year's budget was any thought given to saving all of it for next year? Dr. Pascarella stated we found out about the money before we needed FTEs. It was considered. Mr. Jannelli stated the Finance Committee discussed alternatives. The money is a Godsend, next year we could lose Obama money. This is a conservative approach. Mr. Fox stated the

City Council Adhoc Committee reduced our budget by \$35,000. He suggests we place this on an agenda for full discussion.

Dr. Pascarella stated we will bring back the additional 1.0 FTE for special subject areas as an action item on September 7th. We will post jobs and start moving forward.

The motion passed unanimously at 7:40 p.m.

ADJOURNMENT

R. Jannelli moved, seconded K. Molinaro, that the Board of Education adjourn the August 31, 2010 meeting. The motion passed and the meeting adjourned at 7:40 p.m.

Kathleen Molinaro, Secretary

DANBURY PUBLIC SCHOOLS
Danbury, Connecticut

PERSONNEL
September 7, 2010 - Revision 1

ACTION ITEMS:

LEAVES OF ABSENCE

<u>Name</u>	<u>Assignment</u>	<u>Time in Danbury</u>	<u>Eff. Date</u>	<u>Reason</u>
MaryBeth Allo	Tutor DHS	2 years	9/1/10 - 10/8/10	FMLA Unpaid
Brian Bardo	SPED Teach DHS	23 years	9/6/10 - 10/18/10	FMLA Medical
Amy Gardner	Grade 1 Park Ave.	3 years	8/30/10 - 1/3/11	Child Rearing
Fanny Rodriguez	Para CRC	2 years	9/10/10 - 10/1/10	Child Rearing
Yolanda Toledo	ESL Para RPMS	4 years	9/10/10 - 6/30/11	Personal
Linda Triebe	Para KSP	24 years 4 months	9/7/10 - 10/1/10	FMLA Unpaid

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Time in Danbury</u>	<u>Eff. Date</u>	<u>Reason</u>
Robert Altavilla	SPED Teach RPMS	2 years	6/30/10	Personal
Gregory Clark	Biology Teach DHS	2 years	6/30/10	Personal
Ninette Duval	Grade 1 South St.	3 years	6/30/10	Personal
Jennifer Gonzalez-Smith	Parent Outreach Staff - Osborne St.	5 months	8/19/10	Personal
Heather Gray-Merrill	Para Pembroke	12 years	8/11/10	Personal
Stephanie Huber	SPED Tutor Hayestown	1 year	8/30/10	Personal

Exhibit # 10-134

Sarah Jordan	Strings Teach CRC	4 years	8/17/10	Personal
Evin Liljengren	English Teach DHS	3 years	8/31/10	Personal
Erik McKay	PE Teach Great Plain	1 year	8/27/10	Personal
Charles Manos	Coor. PPS BBAC	30 years	9/24/10	Personal
Glen Mourning	SPED Tutor Park Ave.	1 year	8/19/10	Personal
Alison Targett Eaglin	SPED Tutor KSP	2 years 6 months	8/10/10	Personal

NON RENEWAL

<u>Name</u>	<u>Assignment</u>	<u>Time in Danbury</u>	<u>Eff. Date</u>	<u>Reason</u>
Amanda Haggas	Family & Consumer Science Teach DHS	2years 3 months	6/30/10	Non Renewal

RETIREMENTS

<u>Name</u>	<u>Assignment</u>	<u>Time in Danbury</u>	<u>Eff. Date</u>	<u>Reason</u>
Joyce Emmett	Director of SPED BBAC	37 years 6 months	3/1/11	
Bernard Simons	Custodian Shelter Rock	30 years	12/1/10	

NEW HIRES

Name	Location	Subject
Vilma Belato	Morris St.	.4 Bilingual
Casey Bock	DHS	Math
Matthew Calvanese	AIS	Grade 1
Virginia DiLeo	DHS	1 Yr Long Term Sub-Spanish
Lindsey Dunbar	Ellsworth	Grade 3
Diana Gomez	Ellsworth	1 Yr Long Term Sub - AM/PM K
Kathryn Guidone	DHS	1 Yr Long Term Sub - English
Melissa Hettenbach	Great Plain	Social Worker
Brian Ho	6 Elem. Schools	Music (Strings)
Lisa McCarthy	BVMS	.4 Spanish
Victoria McClelland	DHS	Chemistry
Stephanie Moy	CRC	Elem. Tech. Leader
Marc Poliquin	Stadley Rough	Grade 3
Alyse Ramey	KSI	.5 - Grade 5
Caitlin Ryan	MRP	.5 - Kindergarten
Amy Schock	DHS	English
Randall Skandera	RPMS	7th Grade SPED
Donna De Grazia	MRI - Preschool	Nurse
Daniel Scavone	DHS	Athletic Director

**DANBURY PUBLIC SCHOOLS FAMILY LITERACY CENTER
49 OSBORNE STREET, DANBURY, CT 06810**

Director: Marc D. Heller

To: Sal Pascarella
From: Marc D. Heller *MDH*
Re: Donation to Family Literacy Center
Date: 8-25-10

Please ask the Board of Education to accept a \$1000.00 donation from Ms. Jane Katch to the Family Literacy Center. Ms. Katch, who is an early-childhood teacher and writer, visited the Center in July. Her address is: 63 Boldgett Avenue, Pawtucket, RI 02860.

The donation will be used to support a pre-school which the Center will be running this fall. Thank you.

Exhibit # 70-135



STATE OF CONNECTICUT
STATE BOARD OF EDUCATION



August 30, 2010

Dear Sir or Madam:

The State Board of Education (SBE) is seeking applications for state and local charter schools on a statewide basis. We are also encouraging applications that will result in the reduction of racial, ethnic and economic isolation in Hartford. Charter schools are public nonsectarian schools that operate independently of any local or regional board of education and represent an innovative means for educational change. They are designed and operated by enterprising groups of parents, educators and other members of the community who have a clear vision of an educational mission and, at the same time, are held accountable to their students and the public. At the present time, there are 18 state charter schools operating in Connecticut.

Applications for state and local charters are due to the Connecticut State Department of Education (CSDE) on or before **October 29, 2010**. This application can be downloaded from the Connecticut State Department of Education's website, http://www.sde.ct.gov/sde/lib/sde/PDF/rfp/RFP020_charter_school_application_10.pdf. The SBE must vote on the complete application within 75 days of receipt of such application and may act on the approval of charter applications on a staggered basis depending on when an application is filed. Therefore, applications filed earlier than the deadline may receive consideration sooner than those filed close to or at the deadline. A copy must also be filed with the local or regional school board in the town where the school will be located.

State charter schools are funded by a per-pupil grant from the General Assembly. The grant for the current year is \$9,300 per pupil. Local charters receive funding from the boards of education in which students attending the charter school reside, and budgets must be negotiated on an individual school basis. Charter school start-up grants from the U.S. Department of Education may be available to new charter schools in September 2011. The funds are awarded to states on a competitive basis for a three year period. The 2010-11 school year is the final year of availability. The CSDE intends to re-apply for this grant in the spring of 2011. However, the availability of funding for the 2011-12 school year is not certain.

It must be noted that the SBE will approve state charter school applications contingent on funding from the General Assembly in the 2011 session.

If you have any questions about this process, please call Robert Kelly, charter school program manager, at 860-713-6574 or e-mail him at robert.kelly@ct.gov.

Sincerely,

Mark K. McQuillan
Commissioner of Education

**Connecticut State Department of Education
Full Service Interschool Agreement Form**

St. Joseph School/Danbury Public Schools

A Full Service Interschool Agreement must be completed by any school district or school that provides another district or school with meals or snacks through the U.S. Department of Agriculture (USDA) Child Nutrition Programs (i.e., National School Lunch Program, School Breakfast Program and After-School Snack Program). The Full Service Interschool Agreement must be signed by the Providing Sponsor and the Recipient Site.

The Providing Sponsor accepts full responsibility for meeting all state and federal regulations regarding the USDA Child Nutrition Programs and receives all state and federal reimbursements. **The Recipient Site must be listed as an approved site on the Providing Sponsor's online *Agreement for Child Nutrition Programs* (ED-099) with the CSDE.**

A **Providing Sponsor** is a district or school that sells USDA meals or snacks to another district or school. A Providing Sponsor maintains its own *Agreement for Child Nutrition Programs* (ED-099) with the Connecticut State Department of Education (CSDE) to operate the USDA Child Nutrition Programs and therefore has a CSDE Sponsor Agreement Number.

A **Recipient Site** is the district or school that receives the USDA meals or snacks from the Providing Sponsor.

A sample Full Service Interschool Agreement between the Providing Sponsor and the Recipient Site is attached. While this form is not required, all areas addressed in the CSDE sample form **must** be included in any other form used by the Providing Sponsor. The Providing Sponsor may choose to modify this form, as long as all of the required information is provided.

This Full Service Interschool Agreement must be signed by the authorized representative for the Providing Sponsor and the Recipient Site and returned by **August 30** of each year to:

**Fionnuala Brown
Connecticut State Department of Education
Bureau of Health/Nutrition, Family Services and Adult Education
Child Nutrition Programs
25 Industrial Park Road, Middletown, CT 06457**

Questions regarding the Full Service Interschool Agreement can be directed to Fionnuala Brown at 860-807-2048 or fionnuala.brown@ct.gov.

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, disability, age, religion or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to the Equal Employment Opportunity Manager, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101.

**Connecticut State Department of Education
Full Service Interschool Agreement Form**

AGREEMENT BETWEEN:

Danbury Public Schools

Name of Providing Sponsor

Agreement Number

AND

(List each Recipient Site's complete name and address)

	Recipient Site <i>(Provide complete name of program and include name of governing agency if applicable)</i>	Address	City	State	Zip Code
1	<i>St. Joseph School</i>	<i>370 Main Street</i>	<i>Danbury</i>	<i>CT</i>	<i>06810</i>
2					
3					
4					

CHECK ALL THAT APPLY:

NATIONAL SCHOOL LUNCH PROGRAM

This agreement between the ___ Danbury ___ Board of Education
(Providing Sponsor) and ___ St. Joseph School ___ **(Recipient Site)** contains
all of the terms and conditions agreed to by the parties and may not be changed except by written
amendment signed by both parties.

The ___ Danbury ___ Board of Education agrees to:

1. Appoint a Providing Sponsor Representative, ___ Barry Mollengarden/Robin Quay ___, to be the point-person for communication between the parties of this Agreement. Regular meetings with a Recipient Site designee will be held to assess the Child Nutrition Programs. The Providing Sponsor will record the minutes of the meetings. A copy of the minutes will be kept on file at both sites.
2. Prepare and distribute lunches and or snacks in accordance with specified regulations of the National School Lunch Program, School Breakfast Program and After-School Snack Program.
3. Establish collection procedures for the Recipient Site.
4. Provide trained food service personnel to administer the Child Nutrition Programs at the Recipient Site.
5. Be responsible for the oversight of procedures of meal accountability, claiming and accepting reimbursements for meals served on behalf of the Recipient Site.
6. Oversee the processing and maintaining of all free and reduced meal applications for the Recipient Site. This includes all master rosters sheets and conducting Verification according to Federal and State guidelines.

7. Oversee the preparation and delivery (if applicable) of such meals (or have meals ready for pick up). All meals delivered will be at the required temperature and in appropriate containers meeting all health standards. The meals will be delivered wholesome and consumable and will comply with the CT Department of Public Health and Hazard Analysis Critical Control Point (HACCP) requirements. All delivery containers will remain the property of ___Danbury Public Schools___.
8. Prepare and distribute menus to each school or all children two weeks prior to the month the menu pertains to.
9. Provide utensils, dinnerware and related supplies.
10. Provide any and all equipment needed to serve all meals. This equipment shall remain the property of ___Danbury Public Schools___ The ___St. Joseph School___ shall be responsible for maintaining this equipment. In the case of abuse, ___Danbury Public Schools___ retains the right to charge ___St. Joseph School___ for replacement/repair.
11. Establish set prices for student and adult meals as agreed upon by the two parties and indicated in items 12-18 below.
12. The charge for each **full price** student breakfast will be \$ n/a.
13. The charge for each **reduced-priced** student breakfast will be \$ n/a.
14. The charge for each **full priced** student lunch will be \$ 3.00.
15. The charge for each **reduced-priced** student lunch will be \$ 40 cents.
16. The charge for each **adult lunch** will be \$ 3.50.
17. The charge for each **full priced** snack will be \$.75.
18. The charge for each **reduced-priced** snack will be \$ 15 cents.
19. Accept government commodity foods on behalf of the Recipient Site.

The ___St. Joseph School___ agrees to:

1. Appoint a Recipient Site Representative, Lisa Lanni to be the point-person for communication between the parties of this Agreement. This person shall attend regular meetings held with the Providing Sponsor to assess issues relating to the Child Nutrition Programs. A record of the meeting will be kept on file at both sites.
2. Comply with all of the Federal and State regulations related to the National School Lunch (Breakfast, After-school Snack) Program as communicated by the Providing Sponsor representative, Elio Longo.
3. Maintain accurate meal counting and claiming records on a daily basis.
4. Provide suitable dining arrangements for the children to participate fully in their meal experiences.
5. Take active responsibility for apprising the Providing Sponsor of any schedule changes, field trips, etc., that may cause a change in meal preparation amounts.
6. Refrain from the sale of any food that is prohibited by the state and federal competitive foods regulations.

This Agreement shall begin on 9/1/10 and shall continue until 6/15/11. Either party may terminate this Agreement with a 30 day prior written notice.



By checking this box, the Recipient Site agrees to comply with Healthy Food Certification under Section 10-215f of the Connecticut General Statutes.

If the Recipient Site participates in Healthy Food Certification, all food items sold to students separately from reimbursable school meals must meet the Connecticut Nutrition Standards at all times and from all sources, including but not limited to cafeteria a la carte sales, vending machines, schools stores and fundraisers (see School Foods and Beverages at <http://www.sde.ct.gov/sde/cwp/view.asp?a=2626&q=322416>). Foods that do not meet the Connecticut Nutrition Standards can be sold to students only if the school governing authority of the Recipient Site votes to allow food exemptions and the foods are sold at the *location of an event that occurs after the school day or on the weekend*, provided they are not sold from a vending machine or school store.

Note: The Recipient Site can participate in Healthy Food Certification only if the Providing Sponsor has certified with the CSDE to comply with Healthy Food Certification under Section 10-215f of the Connecticut General Statutes. Only the following recipient sites are eligible: public schools, regional educational service centers, vocational-technical schools, charter schools, interdistrict magnet schools or endowed academies. Private schools or nonprofit organizations are not eligible to participate in Healthy Food Certification.

The authorized signature of the Recipient Site's representative (principal or executive director) below indicates that the site agrees to comply with Healthy Food Certification under Section 10-215f of the Connecticut General Statutes. Participation in Healthy Food Certification allows the Providing Sponsor to receive additional state funding for reimbursable lunches served at the Recipient Site.

n/a
Print Name of Recipient Site's Representative

n/a
Title of Recipient Site's Representative

n/a
Signature of Recipient Site's Representative

n/a
Date

Designate a contact person at the Recipient Site for Healthy Food Certification:

Name: n/a Title: _____

E-mail: _____ Phone: () - _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Section 4 □ Signatures of Authorized Representatives

The Interschool Agreement must be signed by the appropriate **authorized representatives** from Providing Sponsor and the Recipient Site. For the Providing Sponsor, the authorized representative individual listed on the district's Agreement for Child Nutrition Programs (ED-099) with the CSDE the person who is authorized to approve and submit the claims for reimbursement (**not** the Food Director). For the Recipient Site, the authorized representative is the principal or executive director of the school.

Signature of Authorized Representative (Providing Sponsor)

Print Name of Authorized Representative

Title of Authorized Representative

Signature of Authorized Representative

Date

Signature of Principal or Executive Director (Recipient Site)

Lisa Lanni


Principal

Print Name of Recipient Site's Representative

Title of Recipient Site's Representative



Signature of Recipient Site's Representative



Date

2010-2011 HEAD START
SCHOOL FOOD SERVICE AGREEMENT

This agreement is entered into, in consideration of the mutual promises herein contained, by and between the Danbury Board of Education (DBOE), 63 Beaver Brook Road, Danbury, CT 06810, and Connecticut Institute For Communities, Inc. (CIFIC), 7 Old Sherman Turnpike, Suite 212, Danbury, CT 06810. The Danbury Board of Education (DBOE) agrees to furnish meals to Connecticut Institute For Communities, Inc. (CIFIC) for the benefit of the children enrolled in CIFIC's Head Start of Northern Fairfield County (HSNFC) and Early Head Start programs, in conjunction with the State of Connecticut Child and Adult Care Food Program (CACFP), at the following per meal rates:

CHILDREN

Breakfast	\$1.42
Lunch	\$2.63
Snack(s)	\$0.71

Sites covered by this agreement include (list below or attach a list of sites):

1. Mill Ridge Intermediate School
2. Laurel Gardens Head Start Center

It is further agreed that Danbury Board of Education will assure that (check one option):

Meals meet the CACFP meal pattern requirements and that the Board of Education will maintain complete and accurate records, including menus, amount of food prepared and number of meals provided daily, or;

The School district has been approved by the State of Connecticut Office of Child Nutrition to use the nutrient standard menu planning (NuMenus) option to prepare meals (breakfast and lunch) for CACFP participants aged two and above. Menus for children under two and snacks for all ages will be planned using the appropriate CACFP meal patterns. In addition:

- A nutrient analysis will be provided to CIFIC, the CACFP sponsor, for all weekly menus.
- Weekly menus will meet the established level of nutrients and calories for the appropriate age group and meet recommended serving sizes and minimum standards for meal patterns.
- Menus must be provided to the institution prior to the month served, and food served must be high in nutrients, and low in fat, sugar and salt.

The DBOE agrees to modify the school lunch menu, as necessary to comply with the different program standards and the special dietary needs of individual Head Start and School Readiness children.

The DBOE agrees to submit their monthly Food and Labor cost bill and meal count to CIFIC no later than the 8th of each month for the previous month.

The DBOE agrees to maintain "Safe Food Handler" certification of one staff member at each site and comply with all regulatory agencies with regard to health and safety.

Exhibit # 10-138

The DBOE agrees to provide CIFIC with copies of the periodic inspection reports by the local health department and other credentialing agencies. Cafeteria staff at Head Start sites will be specifically trained in the Head Start Program requirements and the special needs of preschool children.

Meals served **SHALL NOT** be claimed under any of the following programs on the reimbursement form (ED-103): National School Lunch Program, School Breakfast Program and/or After-School Snack Program. Revenue to the DBOE from this agreement **SHALL** be considered income to the National School Lunch Program, School Breakfast Program, Special Milk Program and/or After-School Snack Program.

Allocation of US Department of Agriculture (USDA) commodities for the National School Lunch Program does not include meals prepared for the Child and Adult Care Food Program.

The DBOE agrees also to retain records for three years or until the resolution of any outstanding audit findings and upon request, to make all accounts and records pertaining to the program available to representatives of the administering agency for audit or administrative review.

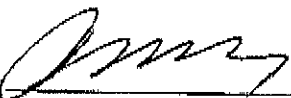
It is specifically understood and agreed that all food service personnel costs associated with the delivery of the above described meals are to be covered within the reimbursement rates established herein.

Continuing its long standing practice, the Danbury Board of Education, as part of its support of the Head Start program, will continue to pay, apart from the reimbursements as established herein, for meals provided to classroom staff at the Head Start centers (at least two, but not more than three, paid and/or volunteer staff per classroom, per day).

This agreement shall be effective from 9/1/10 through 8/31/11. It may be terminated by notice in writing by either party at least 60 days prior to the date of termination.

DANBURY BOARD OF EDUCATION CONNECTICUT INSTITUTE FOR COMMUNITIES, INC.

By: _____
Dr. Sal Pascarella
Superintendent of Schools
Date

By: 
James H. Maloney
Chief Executive Officer
Date 8/31/2010

STUDENT TRIP SUMMARY FORM
(Revised 9-23-09)

DESTINATION: <i>Puerto Rico</i>	
PURPOSE: <i>Language and Cultural Immersion</i>	STUDENT ELIGIBILITY: <i>RAMS 8th Grade Spanish 2 students</i> <i>Standard RAMS Field Trip Guidelines Apply</i>
DEPARTURE DATE: <i>1/13/11</i> RETURN DATE: <i>1/18/11</i> NUMBER OF SCHOOL DAYS MISSED: <i>1 1/2</i> <i>However, we spend one day attending school in Puerto Rico</i>	COSTS: <i>\$950.00</i> SOURCE OF FUNDING: <i>Student, Fundraisers</i>
IF, FUND RAISER, PLEASE EXPLAIN: <i>Yankee Candle</i> <i>Sales at Open Houses</i> <i>Back to school nights.</i>	SOURCE OF FUNDING FOR STUDENTS WITH FINANCIAL NEEDS (Parents will be notified of procedure to apply for financial assistance through field trip announcement): <i>Fundraising</i>
METHODS OF TRANSPORTATION: <i>Airplane, bus</i>	MEAL PLAN: <i>Included in cost</i>
ITINERARY: <i>Attached (tentative)</i>	
SUPERVISOR/CHAPERONES: <i>Mattias, Cardenas, Stevens</i>	
MAXIMUM # OF STUDENTS: <i>Unknown</i>	# STUDENTS PER CHAPERONE: <i>Per Board Policy</i> <i>Board Policy - 1 Adult to 8-10 students</i> <i>1 Teacher to 10-12 students</i>

[Signature]
Principal's Signature

[Signature]
Trip Supervisor

**PUERTO RICO 2010
TRIP ITINERARY**

DAY ONE

JANUARY 14TH (THURSDAY)

**CONTINENTAL AIRLINES: FLIGHT CO312
DEPARTURE: 6:15PM NEWARK INTERNATIONAL AIRPORT (EWR)
ARRIVAL: 11:14PM AGUADILLA, PUERTO RICO (BQN)**

- 1. UPON ARRIVAL STUDENTS WILL TRAVEL TO EL FARO HOTEL (10 MINUTE RIDE)**
- 2. AT THE HOTEL STUDENTS WILL ENJOY A LIGHT SNACK AS THEY GET READY FOR SCHOOL'S VISIT.**
- 3. GOOD NIGHT!**

DAY TWO

JANUARY 15TH (FRIDAY)

- 1. THIS WILL BE AN EARLY DAY FOR THE STUDENTS. THEY WILL ENJOY AN EARLY BREAKFAST AT A LOCAL CAFÉ. THEN STUDENTS WILL TRAVEL TO ESCUELA INTERMEDIA JUANA ROSARIO CARRERO IN THE TOWN OF AGUADA WHERE THEY WILL SPEND THE DAY. EACH STUDENT WILL BE ASSIGNED A MENTOR WHICH THEY WILL FOLLOW/SHADOW FOR THE DAY. LUNCH WILL BE PROVIDED BY THE SCHOOL.**
- 2. AFTER SCHOOL STUDENTS WILL ENJOY AN AFTERNOON AT THE BEACH FOLLOWED BY DINNER AT MR. MATIAS' PARENTS.**
- 3. GOOD NIGHT!**

DAY THREE

JANUARY 16TH (SATURDAY)

- 1. AN EARLY MORNING TRIP TO PONCE, THE ISLAND'S SECOND LARGEST CITY. STUDENTS WILL ENJOY BREAKFAST ON THE WAY.**
- 2. IN PONCE WE WILL VISIT TWO MAJOR ATTRACTIONS; EL MUSEO DE ARTE DE PONCE AND EL PARQUE CEREMONIAL INDIGENA TIBES.**
- 3. LUNCH WILL BE FOLLOWED BY A VISIT TO LA GUANCHA BOARDWALK.**
- 4. DRIVE BACK TO THE HOTEL FOR A SHOWER, A CHANGE OF CLOTHES**
- 5. DINNER WITH A LOCAL FAMILY**
- 6. GOOD NIGHT**

DAY FOUR

JANUARY 17TH (SUNDAY)

- 1. WE ARE CHECKING OUT OF THE HOTEL.**
- 2. AFTER BREAKFAST A MORNING TRIP TO THE CAMUY CAVERNS ON THE NORTH END OF THE ISLAND.**
- 3. IN THE AFTERNOON STUDENTS WILL ENJOY LUNCH AT A LOCAL CAFÉ ON THE WAY TO THE RAIN FOREST WHERE STUDENTS WILL REMAIN FOR THE REST OF THE TRIP.**
- 4. UPON ARRIVAL STUDENTS WILL ENJOY DINNER PREPARED BY THE TEACHERS AND DEPENDING ON TIME ARRIVAL, STUDENTS WILL ENJOY**

-
- GUIDED ACTIVITIES SUCH AS SWIMMING POOLS AND WALKING TRAILS, BASEBALL COURTS, ETC.
 - 5. GOOD NIGHT.

DAY FIVE
JANUARY 18TH (MONDAY)

- 1. AFTER BREAKFAST STUDENTS WILL HEAD UP TO EL YUNQUE RAIN FOREST FOR A TWO-HOUR HIKE.
- 2. LUNCH AL FRESCO
- 3. IN THE AFTERNOON STUDENTS WILL ENJOY SHOPPING AT A LOCAL OUTLET MALL.
- 4. EARLY DINNER FOLLOWED BY A TRIP TO THE BIOLUMINESCENT BAY
- 5. BACK TO THE LODGE TO PACK
- 6. GOOD NIGHT

DAY SIX
JANUARY 19TH (TUESDAY)

- 1. EARLY DEPARTURE FROM THE LODGE AND DRIVING TO OLD SAN JUAN
- 2. STUDENTS WILL ENJOY A GUIDED WALKING TOUR OF THE MAJOR TOURIST ATTRACTIONS.
- 3. LUNCH IN OLD SAN JUAN
- 4. BACK TO THE LUIS MUNOZ MARIN INTERNATIONAL AIRPORT FOR OUR EVENING FLIGHT AT 5:42PM. FLIGHT NUMBER CO483 ARRIVING AT 9:00PM.

2010 CABE/CAPSS Convention Pre-Registration Form

November 19-20, 2010 • Mystic Marriott Hotel, Groton

EASY REGISTRATION PROCESS

You only need to complete and return the registration form one time.

Follow the four easy steps below to register:

1. Review Convention at a Glance.
2. Complete the registration form, include your workshop choices and any special requirements you may have.
3. Return completed form to CABE.
4. Save a copy for your records.

Form **MUST** be accompanied by payment or purchase order to be processed.

Submit a separate form for each registrant.

Substitutions are accepted at any time. All substitutions and cancellations **MUST** be in writing.

This form **MUST** be received by October 29 to avoid a late fee.



Name _____

Address _____

City _____ State _____ Zip _____

School District/Organization _____

Phone Number _____ Fax Number _____

Email _____

Name for Badge _____ Guest Name for Badge _____

CHECK APPROPRIATE BOX(ES):

- | | |
|---|---|
| <input type="checkbox"/> Board Member | <input type="checkbox"/> Presenter |
| <input type="checkbox"/> Superintendent | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Assistant Superintendent | <input type="checkbox"/> This is my first CABE/CAPSS Convention - |
| <input type="checkbox"/> Business Manager | I would like a mentor |

If you are an exhibitor, please contact Dana Finello at CAPSS (860-236-8640) to make exhibit space arrangements. This registration form is meant for those attending the Convention only.

REGISTRATION TYPE: CHECK Package, Friday or Saturday and CIRCLE corresponding fee.

	2010/2011 CABE Member Districts and CAPSS Members Only Pre-Registration Received on or before 9/2/10 Member	Registration Received on or before 10/29/10		Late/On Site Reg. Received on or after 10/30/10	
		Member/Non-Member	Member/Non-Member	Member/Non-Member	Member/Non-Member
<input type="checkbox"/> Package Registration Meals are included in registration fee and are non-refundable.	\$375	\$420	\$650	\$470	\$700
<input type="checkbox"/> Friday Only Registration Meals are included in registration fee and are non-refundable.	\$295	\$310	\$540	\$360	\$590
<input type="checkbox"/> Saturday Only Registration Meals are included in registration fee and are non-refundable.	\$255	\$265	\$495	\$315	\$545

GUEST MEAL(S): Friday Luncheon - \$28 Friday Banquet - \$52 Saturday Luncheon - \$30

Registrant is responsible for guest fees. (Payment for guest **MUST** accompany registration form.)

TOTAL AMOUNT DUE \$ _____

In order to prevent wastage of food, please select all meal functions that you will be attending. (This will **NOT** change your registration fee.)

Friday Luncheon Friday Banquet Saturday Luncheon

Payment – three easy ways to pay: Check, credit card or purchase order.

Check payable to CABE enclosed. P.O. # _____ Visa MasterCard

Credit Card No: _____ Expiration Date: _____

Name _____ Street address _____

(as it appears on credit card)

(billing address)

Credit card authorization: I agree to pay the total amount according to the card use agreement.

Signature: _____

WORKSHOP CHOICES: CIRCLE which workshops you plan to attend:

Friday	A1	A2	A3	A4	A5	A6	A7	A8
	B1	B2	B3	B4	B5	B6		
	C1	C2						
	D1	D2	D3	D4	D5			
Saturday	E1	E2	E3	E4	E5	E6		
	F1	F2	F3					
	G1	G2	G3	G4	G5			

Substitutions are accepted at any time. Between November 8 and November 11, a \$100 fee will be charged for each cancelled Convention registration because meals have been guaranteed. Beginning November 12 there is **NO REFUND** of the registration fee. No shows will be charged full fee.

Exhibit # 10-140