

## Regular Meeting

Wednesday, September 10, 2014 7:00 PM

Board of Education Auditorium, 129 Church Street, Bristol, CT 06010

1. **Call to Order, National Anthem/Pledge of Allegiance, Moment of Silence**
2. **Approval of Minutes - August 20, 2014 Regular Meeting**
3. **Committee Reports**
4. **Superintendent Report** **Presenter:** Ellen Solek
5. **Consent Agenda**
  - 5.1. Personnel
    - 5.1.a. Teacher Resignations
    - 5.1.b. New Teachers Hired Effective August 25, 2014 (\*one exception)
    - 5.1.c. A-3 Teacher Resignation - Effective June 30, 2014
    - 5.1.d. Sixth Year Salary Credit - Effective September 1, 2014
    - 5.1.e. Leave of Absence Request
    - 5.1.f. Coaching Resignations
    - 5.1.g. Coaching Appointment
  - 5.2. Grants
    - 5.2.a. Seamless Learning Grant **Presenter:** Pam Brisson
  - 5.3. Certified Resolution
6. **Public Comment**
7. **Deliberated Items/District Leadership Team Reports**
  - 7.1. New Teacher Hiring Overview for 2014-2015 **Presenter:** Sam Galloway
8. **Policy Revision**
  - 8.1. Policy 1325: Advertising & Promotion - Second Reading **Presenter:** Sue Moreau
9. **Unfinished Business**
10. **New Business**
11. **VOTE TO CONVENE INTO EXECUTIVE SESSION for the purpose of discussing:**
  - 11.1. Negotiations with Bristol Federation of Teachers - Local 1464
  - 11.2. Negotiations with AFSME - Local 3551 of Council 4

- 11.3. Pending Litigation and Negotiations with  
AFSME - Local 2267 of Council 4
- 11.4. Superintendent Goals for the 2014-2015  
School Year
12. **RECONVENE INTO PUBLIC SESSION to take votes (if  
any) on items discussed in Executive Session**
13. **Adjournment**

**BOARD OF EDUCATION**  
**Bristol, Connecticut**  
**August 20, 2014 – Regular Meeting**

The regular meeting of the Bristol Board of Education was held on Wednesday, August 20, 2014 at 7:00 p.m., at the Board of Education Administration Building, located at 129 Church Street, Bristol, Connecticut.

**PRESENT:** Commissioners: Jennifer Dube, Genard Dolan, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Thomas P. O'Brien Karen Vibert, Christopher Wilson and Chairman Lawrence Amara; Ellen Solek, Superintendent, Susan Moreau, Deputy Superintendent, Dennis Bieu, Director of Human Resources and Henri Martin, City Council Liaison

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE**

Chairman Amara called the meeting to order at 7:03 p.m. and invited the audience to join him in reciting the Pledge of Allegiance.

**APPROVAL OF MINUTES**

On motion by Commissioner Vibert, seconded by Commissioner Hintz it was

***VOTED: That the Board of Education approve the July 9, 2014 Special Meeting Minutes as written.***

Commissioners O'Brien and Wilson abstained from the vote.

**COMMITTEE REPORTS**

**Student Achievement** – Student Achievement Committee met on August 6<sup>th</sup>. The committee reviewed the Grade 12 English 4 Curriculum, now all English classes Grade 6-12 align with the Common Core State Standards, AP U.S. History, Kindergarten Music, Physical Education and Art. The committee also reviewed the following policies 5131.81 - Electronic Devices and 6146.1 – Grade Weighting and Class Ranking. Revisions to the Policy 5131.81 would allow for an extension of the current BYOD pilot at Bristol Central and Bristol Eastern and launch the pilot at Northeast school. Revisions to Policy 6146.1 include descriptions of each level of coursework, as well as a chart illustrating the respective quality-point values which would be included in the Program of Studies.

**Operations** – The Operations Committee met earlier this evening and discussed the lights project at Bristol Eastern High School. July brought a great number of donations from the public as well as a \$70,000.00 grant from the State. With the amount of money now raised, the project can move ahead with the addition of a press box; this project is now out for bid. The committee received an update from Dr. Solek regarding school security. Last year the district applied for a security grant that we did not receive; we are in the process of applying again. This year's grant is a reimbursement only grant; with a 67% reimbursement rate if received. It will also fund priority school districts first, and we are not a priority school district. The state of school security is good; Dr. Solek has met with Chief Grimaldi and Greg Boulanger and they feel our camera surveillance is effective. They have met with a consultant who is working with us to find the safest, most cost effective way to get the locks on our classroom; they are also investigating a mass notification system that will be linked with Police and Fire in of an emergency event. There will be a meeting of the Safety Task force in September; one of the focuses going forward will be improving the effectiveness of our drills.

**SUPERINTENDENT REPORT:**

**Full Day Kindergarten**

The Bristol Schools will implement a full-day kindergarten program at the start of the 2014-2015 school year. A committee of teachers and administrators has been planning for this program. The purpose of this presentation is to provide the Board with updated information about the full-day kindergarten program. Denise Carabetta gave an in depth report into how the program was fully developed over the summer and

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**Full Day Kindergarten – con't**

what the days will look like for the first class of full day kindergarten students. Questions followed regarding parents interested in half day kindergarten and library time. Dr. Solek informed the board that she received a phone call from Stephan Pryor regarding a press conference to introduce the full day kindergarten program. The board thanked Denise for all of her work in getting this program set for the coming year.

**Report on CMT & CAPT Science Data**

Dr. Solek presented the recently received CMT and CAPT Science Data.

**CONSENT AGENDA**

**Personnel**

**Administrators Hired**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following Administrative Hires:***

***Christina Chamberlain – Supervisor of 6-12 Humanities & World Languages – Effective July 31, 2014***

***Samuel Galloway, Sr. – Director of Human Resources – Effective August 25, 2014***

***Justin Gusy – Assistant Principal/Literacy Supervisor - WB – Effective August 4, 2014***

**Teacher Resignations**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following Teacher Resignations:***

***Melissa Cavalieri – MTV – Special Education, Goal – Effective July 28, 2014***

***Leslie Fazzuoli – STAF – Special Education, Autism – Effective July 29, 2014***

***Kristine Woods – CHMS – Library Media Specialist – Effective July 1, 2014***

**New Teachers Hired**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following New Teacher Hires:***

***Kara Banda – BEHS – Special Education, Functional***

***Erica Cahill – GH – Special Education, Resource***

***Kimberly DiVergilio – EPH - School Psychologist***

***Katie Duchemin – WB – Kindergarten***

***Emily Ewers – WB – Special Education, Resource***

***James Hahn – CHMS – Math, Grade 8***

***Marissa Hamilton – GH – Special Education, Resource***

***Monica Humphrey – EDGE/MTV - .8 Art***

***Erin Jones – WB – Grade 5***

***Alysia LaMay – ID – Special Education, Goal***

***Michele Monnerat – EDGE – Special Education, Resource***

***Molly Palmieri – WW – Math***

***George Porter – CHMS – Science, Grade 7***

***Sarah Rousseau – EPH – Grade 1***

***Nancy Simone – CHMS – Math, Grade 7***

***Sean Van Alstyne – WB – Grade 5***

***Amy Wernicki – BEHS – .5 Business***

***Kaitlyn Williams – EDGE – Grade 4***

***Jessica Zercie – SSS – Special Education, Goal***



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<i>Signatures</i> Advisor (magazine)	G. Gale Dickau
Student Council Advisor	Sarah Hertzler
Technology Student Association Advisor (Vocational Club)	Vacant
Yearbook Advisor - Circulation	Kathleen Archibald
Yearbook Advisor - Editorial	Leslie Fernandez
<b><u>BRISTOL EASTERN HIGH SCHOOL</u></b>	
Band Auxiliary Unit Advisor - Flags & Majorettes	Sheryl Elliott
Band Auxiliary Unit Advisor – Dance	Rebecca McElwee
Class Co-Advisor, Freshman	Vacant
Class Co-Advisor, Freshman	Vacant
Class Co-Advisor, Sophomore	Barbara Kaminski
Class Co-Advisor, Sophomore	Kathleen McDaniel
Class Co-Advisor, Junior	Savva Savvides
Class Co-Advisor, Junior	Kimberly Hazelton
Class Co-Advisor, Senior	Creighton Paquette-Claman
Class Co-Advisor, Senior	Mary Hyde
Drama Advisor - Head	Allen Grunerud
Drama Advisor - Assistant	Wendy Miller
F.C.C.L.A. (Vocational Club)	Vacant
Instructional Technology Coordinator	Janet Birsch-Kenney
Instrumental: Band Advisor	Amy Dauphinais
Jazz Band Advisor	Amy Dauphinais
Percussion Advisor	Peter Marseglia
Math League Co-Advisor	Laurie Gammons
Math League Co-Advisor	Patrick Hickey
Musical Advisor (2 <sup>nd</sup> semester only)	Robert Tomasula
National Honor Society Co-Advisor	David Bittel
National Honor Society Co-Advisor	Laurie Gammons
Newspaper Co-Advisor	Marc Zimmerman
Newspaper Co-Advisor	Raymond LeCara
Performing Groups Advisor – Madrigals	Michael Coderre
Strawberry Fields	Michael Coderre
Student Council	Creighton Paquette-Claman
Technology Student Association Co-Advisor (Voc. Club)	Gregory Diaz
Technology Student Association Co-Advisor (Voc. Club)	Savva Savvides
<i>Voices</i> Advisor (magazine)	Joanne Peluso
Yearbook Advisor - Circulation	John Harris
Yearbook Advisor - Editorial	Vacant
<b><u>CHIPPENS HILL MIDDLE SCHOOL</u></b>	
Instructional Technology Coordinator	Michael Dibb
Performing Groups – Choral	Angela Lomaglio

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Instrumental	Lisa LaDone
Technology Student Association Co-Advisor (Voc. Club)	Sarah Brown
Technology Student Association Co-Advisor (Voc. Club)	Rodney Ellsworth
Technology Student Association Co-Advisor (Voc. Club)	Robert McConnell
<b><u>NORTHEAST MIDDLE SCHOOL</u></b>	
Instructional Technology Coordinator	Vince Jennetta
Performing Groups – Choral	Roberta Verbyla
Instrumental	Sharon Vocke
Technology Student Association Advisor (Voc. Club)	Vince Jennetta
<b><u>GREENE-HILLS K-8</u></b>	
Instructional Technology Coordinator	Jeffrey Simons
Performing Groups – Choral	Christine Sipes
Instrumental	Sarah DiVenere
Technology Student Association Advisor (Voc. Club)	Adam Sample
<b><u>WEST BRISTOL K-8</u></b>	
Instructional Technology Coordinator	Dean Russo
Performing Groups – Choral	Christine Sipes
Instrumental	Sarah DiVenere
Technology Student Association Advisor (Voc. Club)	Richard Yatsenick
<b><u>AIDE TO PRINCIPALS</u></b>	
Hubbell School	Vacant
South Side School	Maria Calabro
Stafford School	Vacant

**A-3 Teacher Resignation - Effective July 18, 2014**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following A-3 Teacher Resignation:  
Kevin Komanetsky - NEMS – Common Core/Smarter Balanced Assessment Leader***

**A-3 Teacher Appointments - Effective August 25, 2014**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following A-3 Teacher Appointments:  
Kathleen Archibald – BCHS – World Language Curriculum Coordinator  
Carolyn Kielma – BEHS – AVID Co-Coordinator***

**Sixth Year Salary Credit - Effective September 1, 2014**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

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***VOTED: The Board of Education approve the following Sixth Year Salary Credits:***

Name	Assignment	Total Credits
McCabe, Kelly	BCHS Math	30
McCabe, Lea	BCHS Social Studies	30.6
Ray, Sumeet	BCHS Social Studies	30

**Coaching Resignation**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following Coaching Resignation:  
Robert Rottler – Head Outdoor Boys Track Coach- BEHS, effective 6/14/14***

**A-2 Athletic Appointments**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following A-2 Athletic Appointments:***

**BRISTOL CENTRAL**

Head Football	Jeffrey Papazian
Asst. Football	David Talmadge
Asst. Football	Kevin Taylor
Asst. Football	Matthew Gomes
Asst. Football	Ryan Broderick
Head Soccer-Boys	Bruce Mazzochi
Asst. Soccer-Boys	Gregory Galske
Asst. Soccer-Boys	David Greenleaf
Cross Country	Tamara Stafford-Kirk
Head Soccer-Girls	Scott Redman
Asst. Soccer-Girls	Nate Jandreau
Asst. Soccer-Girls	Ginny Godbout
Head Volleyball	Jennifer Broderick
Asst. Volleyball	Elaine Sherman
Asst. Volleyball	Chelsea Keegan
Head Swimming-Girls	Gary Harrigan
Asst. Swimming-Girls	Jody Ceglarski
Head Basketball-Boys	Timothy Barrette
Asst. Basketball-Boys	Joseph DeFillippi
Asst. Basketball-Boys	Kyle Plelan
Head Basketball-Girls	Steven Gaudet
<b><i>Asst. Basketball-Girls</i></b>	<b><i>OPEN</i></b>
Asst. Basketball-Girls	Monica Hayes
<b><i>Head Indoor Track-Co-Ed</i></b>	<b><i>OPEN</i></b>
Asst. Indoor Track-Co-Ed	Kevin Estela
Head Wrestling	Matthew Boissonneault
Asst. Wrestling	Marc Kurzberg
Asst. Wrestling	Jonathan Horan
Head Baseball	Sumeet “Bunty” Ray
Asst. Baseball	Shawn Mirmina
Asst. Baseball	Steven Gaudet
Head Softball	Nicole Shook
Asst. Softball	Monica Hayes
<b><i>Asst. Softball</i></b>	<b><i>OPEN</i></b>

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Head Track&Field-Boys  
 Asst. Track&Field-Boys  
 Head Track&Field-Girls  
 Asst. Track&Field-Girls  
 Asst. Track&Field-Boys 1/2;Girls 1/2  
 Golf  
 Tennis-Boys  
 Tennis-Girls  
 Head Boys Lacrosse  
 Asst. Boys Lacrosse  
 Faculty Manager

Tamara Stafford-Kirk  
 Paul Ryskowski - Matthew Boissonneault  
 Michael Forgione  
 Kevin Taylor  
 Mario Marrero  
 Timothy Barrette  
 Jeremy Sloate  
 Richard Block  
 Andreas Aros  
 Timothy Hamel  
 Robert DeSantis

**BRISTOL EASTERN**

Head Football  
 Asst. Football  
 Asst. Football  
 Asst. Football  
 Asst. Football  
 Head Soccer-Boys  
 Asst. Soccer-Boys  
 Asst. Soccer-Boys  
 Cross Country  
 Head Soccer-Girls  
 Asst. Soccer-Girls  
 Asst. Soccer-Girls  
 Head Volleyball  
 Asst. Volleyball  
**Asst. Volleyball**  
 Head Swimming-Girls  
 Asst Swimming-Girls  
 Head Basketball-Boys  
 Asst. Basketball-Boys  
 Asst. Basketball-Boys  
 Head Basketball-Girls  
 Asst. Basketball-Girls  
 Asst. Basketball-Girls  
 Head Indoor Track-Co-Ed  
 Asst. Indoor Track-Co-Ed  
 Head Wrestling  
 Asst. Wrestling  
 Asst. Wrestling  
 Head Swimming-Boys  
 Asst. Swimming-Boys  
 Head Baseball  
 Asst. Baseball  
 Asst. Baseball  
 Head Softball  
 Asst. Softball  
 Asst. Softball  
**Head Outdoor Track&Field-Boys**  
 Asst. Outdoor Track&Field-Boys  
 Head Outdoor Track&Field-Girls  
 Asst. Outdoor Track&Field-Girls  
 Asst. Track&Field-Boys 1/2; Girls 1/2  
 Golf  
 Tennis-Boys  
**Tennis-Girls**  
**Head Boys Lacrosse**  
 Asst. Boys Lacrosse

Michael Archangelo  
 Andrew Ingvertsen  
 Timothy Barrette  
 Richard Klett  
 Anthony Julius  
 William Sweet  
 Michael Greene  
 Sumeet "Bunty" Ray  
 Kyle Fuller  
 Roland Loranger  
 Victor Gonzalez  
 Eric Steinfeld  
 Stacy Rivoira  
 Kelly Lejeune  
**OPEN**  
 Wendy Snow-Crane  
 Nichloas Daddabbo  
 Michael Giovinazzo  
 Sumeet "Bunty" Ray  
 Ryan Raponey  
 Anthony Floyd  
 Justine Durr  
 Mark Camden  
 Robert Rottler  
 Michael Greene  
 Bryant Lishness  
 John Benoit  
 Lance Chase  
 Gary Harrigan  
 Wendy Snow-Crane  
 Michael Giovinazzo  
 Adam Platt  
 Brian Rooney  
 Scott Redman  
 Enrico Lodivico  
 Nate Jandreau  
**OPEN**  
 Michael Greene  
 Anthony Floyd  
 Kyle Fuller  
 Anthony Julius  
 Gregory Boulanger  
 Logan Bourke  
**OPEN**  
**OPEN**  
 Greg Diaz

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Head Girls Lacrosse	Kyle Pkelan
Asst. Girls Lacrosse	Gary Harrigan
Faculty Manager	John Stavens

**CHEERLEADING**

**CENTRAL**

Head Cheerleading	Nakiya Troth
Asst. Cheerleading	Rachael Davis

**EASTERN**

Head	Melissa Williamson
Asst. Cheerleading	Crystal Davis

**Grants**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve the following Grants:***

***Bristol Business Education Foundation Grant***

***Greene Hills School FRC***

***Inter-district Cooperative Grant - Adventures in Peace-Making and Diversity for 2014-2015***

***Liberty Bank Foundation for the West Bristol Leadership Academy***

***Professional Development of women in Licensed Home Based child Care***

***South Side School FRC***

***United Way Grant in Collaboration with the Bristol Community***

***West Bristol School (WB) FRC***

Dr. Solek personally introduced and welcomed the new Administrators that have been appointed: Christina Chamberlain, Supervisor of 6-12 Humanities & World Languages at the Board of Education, Justin Gusy, Assistant Principal/Literacy Supervisor at West Bristol School, Pamela Brisson, as the Director of the Office of Teaching and Learning and Sam Galloway as the Director of Human Resources.

**PUBLIC COMMENT**

No members of the public wished to address the board.

**DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS**

**Online Policy Affirmation**

On motion by Commissioner Fitzgerald, seconded by Commissioner O'Brien it was unanimously

***VOTED: That the Board of Education affirm the policies contained on the CAFE Policy Site are its policies.***

**Student Accident & Athletic Insurance Program**

Dr. Moreau presented the Student Accident & Athletic Insurance Program. This insurance covers students who participate in our athletic programs and other extracurricular activities and is available for purchase by parents for other students. We have received our renewal premium through Bob McCloskey Insurance, carrier for the CREC consortium, and underwritten by the Arch Insurance Company for \$73,800 and Accidental Medical Benefit for \$2,790.

Our 2013-2014 policy cost was \$76,590. There was no change in premium from last year.

The voluntary student insurance program from the Starnet Insurance Company (A Berkley Company) is available for between \$11 [dental] and \$93.50 [24 hour] annually per student. Parents may enroll on-line.

On motion by Commissioner Vibert, seconded by Commissioner Dolan it was unanimously

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**Student Accident & Athletic Insurance Program – con’t**

***VOTED:*** *That the Board of Education recommend approval of Bob McCloskey Insurance, as the provider for student accident insurance coverage for the 2014-2015 school year.*

**CURRICULUM REVISION**

**Grade 12 English 4 Curriculum - Second Presentation**

On motion by Commissioner O’Brien, seconded by Commissioner Morgan it was unanimously

***VOTED:*** *That the Board of Education recommend approval of the Grade 12 English 4 Curriculum.*

**Advanced Placement United States History - Second Presentation**

On motion by Commissioner O’Brien, seconded by Commissioner Vibert it was unanimously

***VOTED:*** *That the Board of Education recommend approval of the Advanced Placement United States History Curriculum.*

**Kindergarten Music - Second Presentation**

On motion by Commissioner Dolan, seconded by Commissioner Hintz it was unanimously

***VOTED:*** *That the Board of Education recommend approval of the Kindergarten Music Curriculum.*

**Kindergarten Physical Education - Second Presentation**

On motion by Commissioner O’Brien, seconded by Commissioner Morgan it was unanimously

***VOTED:*** *That the Board of Education recommend approval of the Kindergarten Physical Education Curriculum.*

**Kindergarten Art - Second Presentation**

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED:*** *That the Board of Education recommend approval of the Kindergarten Art Curriculum.*

**TEXTBOOK ADOPTION**

**Kindergarten Art Textbook - Request Waiver of Second Reading**

Lori Eschner, Art Department Chair, presented the Kindergarten Art Curriculum which has been revised to align with the National Core Arts Standards. Art textbooks are an essential resource and support SBAC and the alignment of the Language Arts Common Core Standards with the National Core Art Standards. Mrs. Eschner is requesting waiver of the second reading so that the textbooks can be purchased and ready for the opening of the 2014-2015 school year.

On motion by Commissioner O’Brien, seconded by Commissioner Hintz it was unanimously

***VOTED:*** *That the Board of Education waive the second reading of the Kindergarten Art Textbook.*

On motion by Commissioner Dolan, seconded by Commissioner Hintz it was unanimously

***VOTED:*** *That the Board of Education recommend approval of the Kindergarten Art Textbook.*

**POLICY REVISION****Policy 1325: Advertising & Promotion - First Reading**

Dr. Moreau presented Policy 1325 – Advertising and Promotion for the first reading. The Operations Committee of the Board of Education has reviewed our current policy and regulations and determined that changes in this policy may enhance extra-curricular programs for students by providing recognition of donor supporters. Discussion followed regarding how donations will be vetted. The Superintendent will act as the agent to decide if a donation will be accepted.

This is the first reading of the policy, any questions during the subsequent month can be directed to Dr. Moreau.

**Request for Waiver of a Portion of Policy 5131.81 - Electronic Devices and Waive 2nd Reading**

Dr. Richard Gagliardi presented a Request for Waiver of a Portion of Policy 5131.81 - Electronic Devices. We propose to continue the Bring Your Own Technology pilot project at Bristol Central and Bristol Eastern High Schools throughout the entire school so that all instructional programs can benefit and learn about this technology. Additionally, we propose to implement a Bring Your Own Technology pilot project for Grade 8 students only at Northeast Middle School to be used throughout the entire school. As part of this pilot, students will be allowed to bring their own technology devices and use them in the classroom as part of the teaching and learning process. The goal of this pilot is to expand student access to technology for learning and to enable them to use technology tools to understand content, add meaning to their learning, solve real-world problems, conduct research, collaborate with peers, and actively engage in learning. In order to allow students to use their own technology as part of this pilot program, we are requesting that the Board waive a specific section of the current policy (5131.81) about electronic devices. The portion of the policy to be waived is: *Cellular telephones may not be turned on during the school day. Use of the device shall be limited to the period before classes being in the morning and after the student's last class in the afternoon. Such devices shall not be used during instructional time*

This BYOD pilot extension would be in place for the 14-15 school year. It will be extended to the entire school at Bristol Central, Bristol Eastern and Northeast Middle School. In the spring of 2015, a written report highlighting the lessons learned from this pilot will be presented to the Board along with proposals for all related policy changes. Dr. Gagliardi is requesting a waiver of the second reading so that the pilot will be in place for the 2014-2015 school year.

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

***VOTED: The Board of Education approve waiving the second reading of Policy 5131.81 - Electronic Devices. In order to allow implementation of the Bring Your Own Technology pilot at Bristol Eastern, Bristol Central, and Northeast Schools for the 14-15 school year.***

On motion by Commissioner Hintz, seconded by Commissioner Vibert it was unanimously

***VOTED: The Board of Education approve waiving the following language in Policy 5131.81 -Electronic Devices: cellular telephones may not be turned on during the school day. Use of the device shall be limited to the period before classes begin in the morning and after the students last class in the afternoon. Such devices shall not be used during instructional time.***

Discussion followed regarding how the teachers monitor appropriate student use.

**Revisions to Policy 6146.1 and Request for a waiver of the Second Reading**

Pam Brisson, Director of Teaching and Learning presented Revisions to Policy 6146.1. The policy for grade weighting /class ranking was last revised in 1995 and was due for an update. This revision does not reflect a change in practice but rather additional information to enhance the understanding of the policy for students,

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parents and staff. In particular, descriptions of each level of coursework, from Advanced Placement to Instructional Support, were added, as was a chart illustrating the respective quality-point values earned at each level.

On motion by Commissioner Dolan, seconded by Commissioner Morgan it was unanimously

***VOTED: The Board of Education approve waiving the second reading of Policy 6146.1 to allow the revised policy to be in place in time to coincide with the opening of the 2014-15 school year.***

On motion by Commissioner O'Brien, seconded by Commissioner Hintz it was unanimously

***VOTED: The Board of Education approve the revisions made to Policy 6146.1 – Grade Weighting/Class Ranking.***

In absence of the "Information" agenda item, Commissioner Wilson requested through the Chair the opportunity to speak about meetings he has attended. His request was denied. Commissioner Wilson called for an Appeal to the Ruling of the Chair.

On motion by Commissioner Wilson, seconded by Commissioner Hintz it was

***VOTED: The Board of Education appeal the ruling of Chairman Amara to deny Commissioners' Wilson request to speak.***

Chairman Amara declared the motion **FAILED**, following a roll call vote of three (3) commissioners in favor of the motion, and six (6), Commissioners O'Brien, Fitzgerald, Dolan, Dube, Morgan and Amara, opposed.

Chairman Amara informed the Board that he had been advised by Counsel that you cannot have "Information" on the agenda. The title is too broad, each item must be listed. In the future, if Commissioners would like an item placed on the agenda, they would need to submit it to the Chair in advance of the meeting.

On motion by Commissioner O'Brien, seconded by Commissioner Hintz it was

***VOTED: The Board of Education add the CREC, CJEF and CABE reports given by Commissioner Wilson to the agenda.***

Chairman Amara declared the motion **PASSED**, following a roll call vote of eight (8) commissioners in favor of the motion, and one (1), Commissioner Dolan, opposed.

### **Old Business**

Commissioner O'Brien asked about the status of the intramural program. Discussion followed regarding possible new program implementation.

### **New Business**

There was no New Business to come before the Board.

### **VOTE TO CONVENE INTO EXECUTIVE SESSION for the purpose of discussing:**

1. Pending Litigation and Negotiations with Local 2267 of Council 4
2. Negotiations with Local 3551 of Council 4
3. Negotiations with Bristol Federation of Teachers Local 1464

### **EXECUTIVE SESSION**

**PRESENT:** Commissioners: Jennifer Dube, Genard Dolan, Jill Fitzgerald, Karen Hintz, Jeffrey Morgan, Thomas P. O'Brien Karen Vibert, Christopher Wilson and Chairman Lawrence Amara; Ellen Solek,

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Superintendent, Susan Moreau, Deputy Superintendent, Dennis Bieu, Director of Human Resources, Kim Hapken, Director of Special Services and Bill Connon, Board Attorney

Executive Session was called to order **(8:40 p.m.)**

The session convened to discuss: Pending Litigation and Negotiations with Local 2267 of Council 4, Negotiations with Local 3551 of Council 4 and Negotiations with Bristol Federation of Teachers Local 1464.

**RECONVENE INTO PUBLIC SESSION** to take any necessary votes from Executive Session:  
No votes were taken. **(10:27 p.m.)**

**ADJOURNMENT**

The being no other business to come before the Board of Education the meeting was adjourned. **(10:27 p.m.)**

Respectfully Submitted,

*Susan P. Everett*

Susan P. Everett

Executive Secretary to Board of Education

# Bristol Public Schools

## Accountability Goals September 2014

# District Data Team [DDT]

Comprised of school and district administrators and the K-8 literacy coordinator as well as our State Department of Education Alliance Grant Consultant, and Data Team Coaches.

1. Analyzes district and school data to determine the professional learning needs of our teachers and administrators;
2. Establishes Goals and Benchmarks for student learning;
3. Reviews School and Department 'School Success Plans'; and
4. Monitors the work of the DDT subcommittees.

# District Data Team Subcommittees

1. School/Department Success Plan Review
2. PK-12 Literacy
3. Full Day Kindergarten
4. College & Career Readiness
5. SRBI/PBIS Implementation [Scientific Research -based Interventions & Positive Behavioral Interventions & Support]
6. Common Core/Smarter Balanced Assessment Implementation

Every Administrator is a member of one or more subcommittees.

# **Board of Education Mission:**

To maintain a safe and orderly environment that provides all students the necessary knowledge and skills to successfully complete college or other post-high school education or training.

# Alignment of Goals & Mission

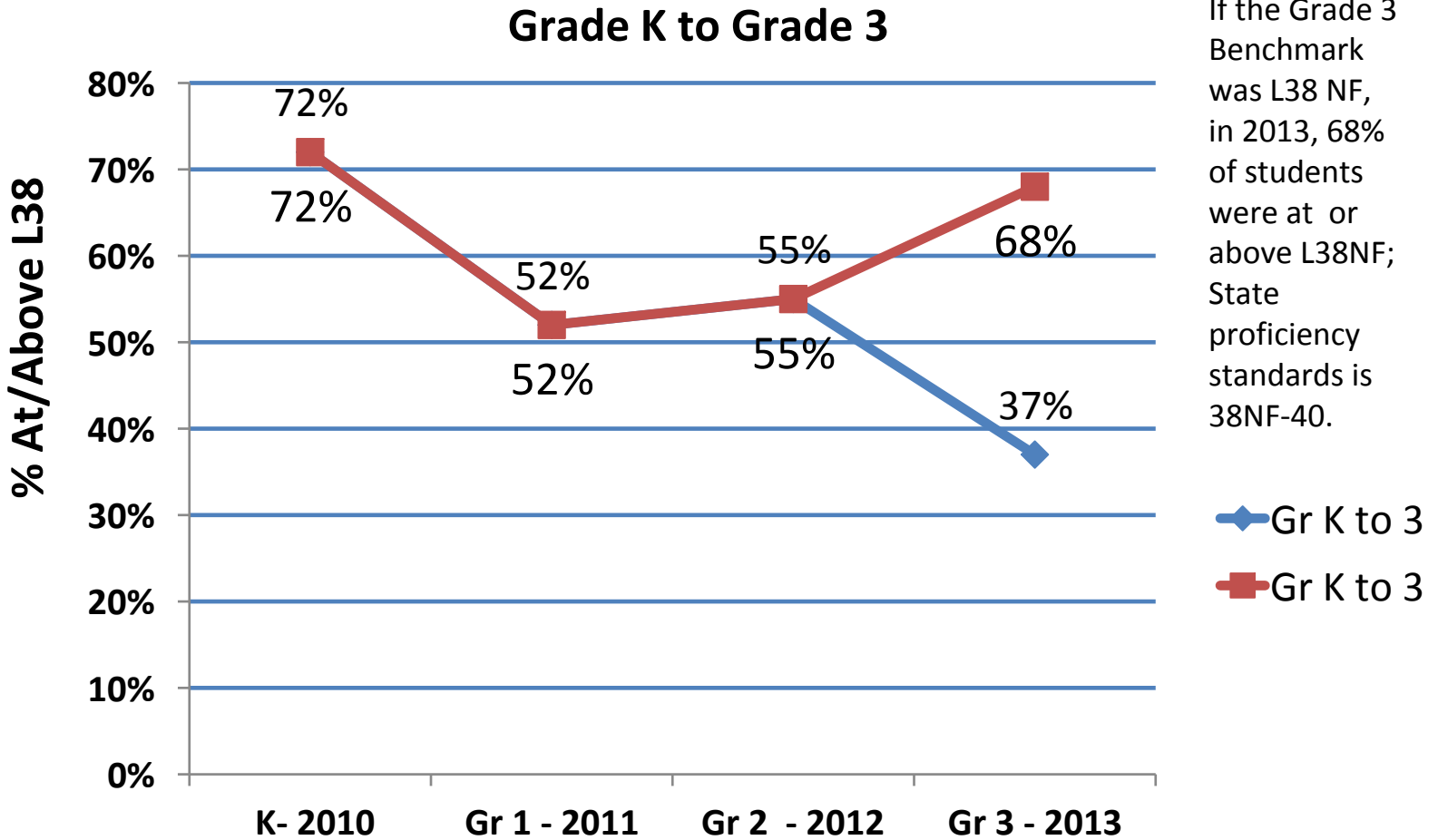
## High School SAT Scores\*

Code	Indicator*	District Target	2012	2013	2014
H - 5	Mathematics – Average Score	525	505	497	515
	Mathematics - % scoring 600 or above	25%	19.4%	17.4%	17.5%
H - 6	Critical Reading – Average Score	525	492	487	510
	Critical Reading - % scoring 600 or above	25%	10%	11.5%	18.9%
H - 7	Critical Writing – Average Score	525	498	488	497
	Critical Writing - % scoring 600 or above	25%	11.8%	12%	13%

\* Graduating seniors best scores.

The Critical Writing Test is being eliminated.

# Concern with Primary Reading Achievement – Developmental Reading Assessment Data [DRA II]



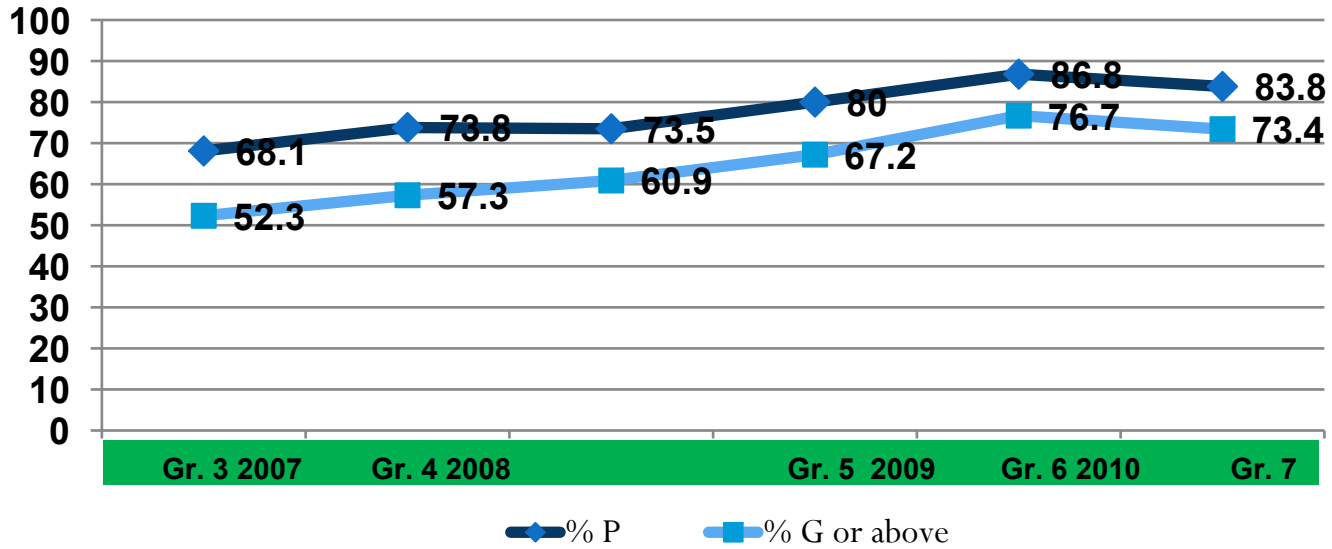
**All of our grade 3  
students need to score at  
proficient or above on all  
measures of reading  
achievement.**

**Bristol teachers do an amazing  
job teaching students to read.**

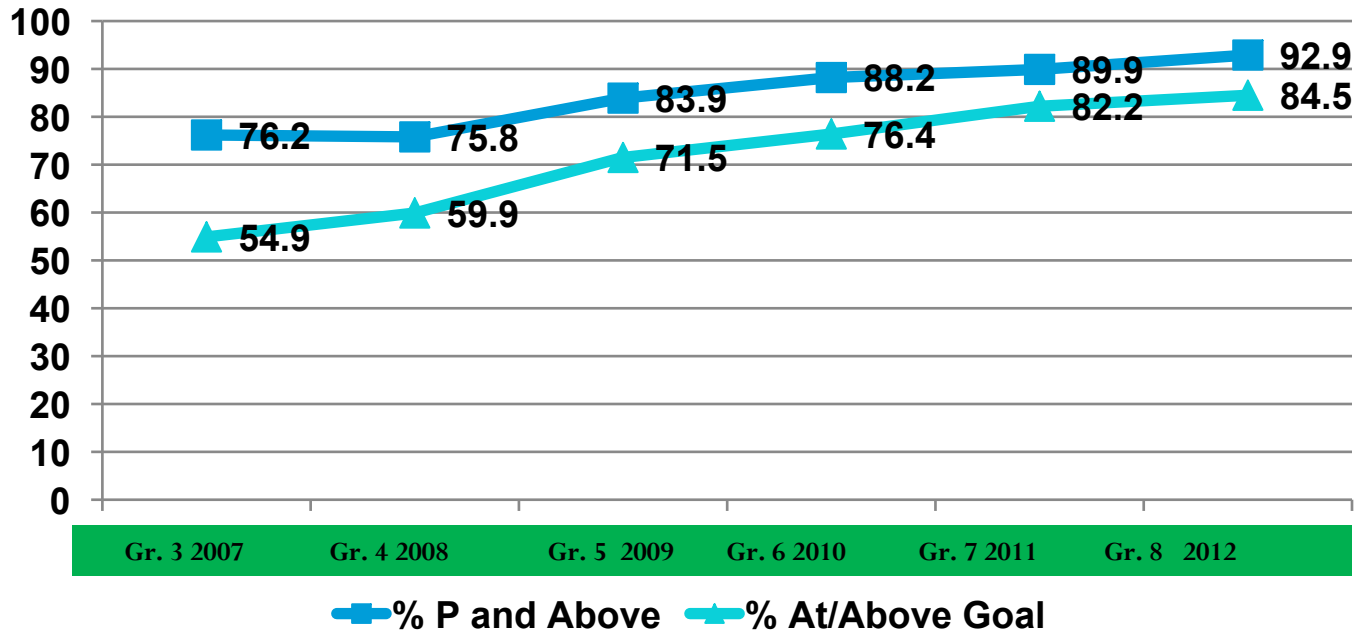
**Our teachers need to  
continuously learn new  
strategies to assure all students  
are reading proficiently by the  
end of grade 3.**

# Grades 3-8 CMT Reading Data

All Students  
N = 642



Matched Cohort  
N = 466



# **PK-12 Focus on Literacy – Funded Through the Alliance Grant, School Readiness, Federal & Local \$**

- **Literacy Collaborative K-8**
- **Expanded Preschool Programming**
- **Full Day Kindergarten**
- **Literacy Infused Common Core  
Curriculum Across Content Areas**
- **Elementary, Middle & High School  
Literacy Coaches**

# School Success Plans

Each year, every school in Bristol has a School Data Team that meets at least monthly. These teams create **student** achievement goals and determine what **adult** actions need to improve to assist students in meeting their goals.

Changes in adult actions are measured as part of our teacher evaluation plan. We call this the Professional performance Objective or PPO.

Aligning all of the work that teachers do creates a feedback system that is focused upon continuous improvement of teachers and students.

# Literacy Work is the Focus of All School Success Plans

- Common Core Literacy Skills are woven into all curricular areas. Examples of this include:
  - a guaranteed research experience in a social studies class;
  - making inferences in a lab report;
  - maintaining a math journal to remind students of functions and processes;
  - Creating a brochure to advertize a product created in a technology class;
  - critiquing a work of art or musical composition; and
  - understanding that literacy skills are foundational to learning any content.

## ERIN DALY

### Education

**Eastern Connecticut State University**, Willimantic, Connecticut May 2014  
Majors: Elementary Education Certificate and Bachelor of Arts in Political Science  
GPA: 3.95, Honors College Scholar, Dean's List (2010-2014)

### Certifications

**Elementary Education K-6**, Connecticut (Pending)

- Passed Connecticut Foundations of Reading Test, Praxis 2: Multiple Subjects Test, Praxis 2: PLT

### Education Professional Experience

**Elmer Thienes – Mary Hall Elementary School**, Marlborough, Connecticut May 2014 – Present  
*Substitute Teacher*

- Utilize existing curriculum and incorporate creative teaching methods to generate an active learning environment
- Maintain classroom rules and implement clear expectations of student behavior for effective classroom management.

**Student Teacher – 3<sup>rd</sup> Grade** January 2014 – May 2014

- Developed and implemented engaging and effective lessons in all subject areas for a heterogeneous group of 19 students while differentiating lessons by utilizing multiple resources and technologies.
- Assessed students both formally and informally, using a balance of formative and summative assessments.
- Led Tier 2 instruction to a small group of 4 students in the subject of literacy.

**Lebanon Elementary School**, Lebanon, Connecticut August 2013 – December 2013

*Clinical Experience Volunteer – Upper (3<sup>rd</sup>-4<sup>th</sup> Grade) Multiage*

- Lead small group mini-lessons in mathematical topics such as place value, multiplication strategies and word problem solving strategies.
- Utilized Common Core State Standards to plan full class lessons on text comprehension and fluency.
- Attended planning meetings with grade level staff members and observed EIP meetings focused on supporting at-risk students.

**Regional Multicultural Magnet School**, New London, Connecticut January 2013 – May 2013

*Clinical Experience Volunteer – 1<sup>st</sup> Grade*

- Lead read-alouds and following discussion about books and their further implications.
- Planned mini lessons, using the Common Core State Standards, in the subjects of reading comprehension and phonics.

### Additional Professional Experience

**YMCA Camp Mohawk**, Litchfield Connecticut

*Leadership Director (Past Positions: Unit Leader and Counselor)* June 2008 - August 2014

- Execute and deliver the YMCA Camp Mohawk Leadership Development Program in a professional, effective manner resulting in a highly trained, motivated and inspired leader corps.
- Lead lessons in public speaking, team management, effective communication, etc., to strengthen the leadership skills of program participants.

**Eastern Connecticut State University Library**, Willimantic, Connecticut

*Curriculum Center Student Worker* September 2012 – May 2014

- Located and lent library materials to patrons, including books, periodicals, DVDs, and microfilm records.
- Researched and suggested curriculum materials to community educators and ECSU pre-service teachers.

**Living Classrooms Foundation of the National Capital Region**, Washington, DC

*Site-Based Intern* June 2013 – August 2013

- Developed curriculum for fall programming, aligning lesson plans with CCSS and DC area learning standards.
- Served as parent liaison for tutoring coordination and assisted educators at summer camp locations as needed.

**Connecticut Legislature**, Hartford, Connecticut

January 2013 – May 2013

*Legislative Intern for Representative Susan Johnson*

- Conducted research on the Representative's proposed bills, specifically involving English Language Learners issues and state funding for public education.

### Leadership and Participation

#### Conferences

*Arts and Sciences Research Conference*, Willimantic, Connecticut, May 2014

- Presented Honors Thesis, "Assessing NCLB: a Study on the Efficiency of Connecticut Schools"

*President*, Honors Club Fall 2012 - present  
*Vice Pres.*, ECSU Debate Society Fall 2011 – Spring 2012  
*Member*, Education Society Fall 2010 – present  
*Member*, Pi Sigma Alpha Spring 2013 – present  
*Participant*, The Fund for American Studies Summer 2013

## **Kara E. Dokas**

### **Career Objective**

Teaching position grades 1-6

### **Educational Preparation**

2013

**Assumption College, Worcester, MA**

B.A. in English

Concentration: Elementary Education

GPA: 3.7

### **Teaching Experience**

Fall 2011

Math Pre-practicum

Wawecus Road School

- Developed and taught mathematics lesson plans in accordance with MA curriculum frameworks
- Assessed student work based on rubrics

Spring 2012

Literacy Pre-practicum

City View School

- Conducted benchmark assessments to determine student reading levels using DRA
- Planned and implemented small reading group lessons focusing on comprehension for struggling students

Fall 2012

Social Studies Pre-practicum

McGrath School

- Developed and taught lesson plans according to the MA curriculum frameworks
- Designed geography lessons utilizing document camera technology

Spring 2013

Forest Avenue School

Student Teacher

Grade One

- Created and implemented multiple lesson plans in all subjects according to the Common Core frameworks
- Completed all daily responsibilities of classroom teacher for two weeks
- Produced and applied an interdisciplinary unit on fairytales
- Communicated with parents and faculty to coordinate a fairytale ball as the culminating unit project

2014

Substitute Teacher

Grades K-5

- Assumed responsibilities of classroom teachers
- Implemented lesson plans in all subject areas
- Utilized classroom management skills to maintain control of shifting classrooms

Math Intervention Tutor/Teacher  
Grades 3-5

- Designed and implemented math lessons aligned with Common Core frameworks to help students reach math goals
- Created and administered assessments for intervention students
- Monitored progress of intervention students in order to meet math objectives
- Developed alternative strategies for mathematics and planned differentiated lessons tailored to intervention students' specific needs and learning styles
- Assisted in administering of SBAC testing

**Honors and Awards**

Fall 2009-Spring 2013      Milleret Merit Scholarship recipient

Fall 2009-Spring 2013      Dean's List

Fall 2011-Spring 2013      Sigma Tau Delta Honor Society

# Elizabeth Downes

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## Education

Bachelor of Science in Education - Salve Regina University, Newport, RI  
Early Childhood Education Major                      Special Education Minor

## Teaching Experience

Literacy Tutor- Kindergarten- Grade 2 Thalberg Elementary School and K-5 Strong Elementary School

- Work with small groups of students to provide extra reading support
- Conduct running records and DRAs (Developmental Reading Assessments)
- Follow a Level Literacy Program. Teach the lesson given for the books provided.
- Collaborate with the Literacy Specialist and teachers of the individual students to come up with appropriate goals to be accomplished
- Utilize a computer program called Read Live with a student to provide support with phonics instruction

Senior Partnership- Kindergarten, Aquidneck Elementary School, Middletown, RI Spring 2013

- Developed a semester long project utilizing ELA Common Core Standards
- Worked with a small group of students to help them with letter recognition, recognizing sight words and reading strategies.

Student Teaching – Kindergarten, Aquidneck Elementary School, Middletown, RI Fall 2012

- Utilized the Madeline Hunter lesson format to teach content area concepts
- Conducted conferences and provided individualized support during Reader's and Writer's Workshop
- Implemented lessons connected to the Common Core Standards
- Designed rubrics to assess student learning outcomes
- Created weekly newsletters to keep families informed about classroom learning
- Administered PALS testing and DRA's to assess reading proficiency and plan instruction
- Administered AIMS Web testing to assess student proficiency in development of math concepts and plan appropriate instruction
- Collaborated at grade level meetings to identify Student Learning Outcomes and design assessments

Methods Field Placement – Kindergarten, Cranston-Calvert Elementary School, Newport, RI Spring 2012

- Designed math work stations aligned with Common Core Standards
- Conducted inquiry based science lessons related to marbles, track and ramps
- Supported student use of Scientist's Notebooks

Language and Literacy Field Placement - First Grade, Coggeshall Elementary School, Newport, RI Fall 2011

- Conducted whole class read alouds
- Collaborated in the creation of a mini unit that promoted text to text connections with various versions of *Goldilocks and Three Bears*
- Created activity sheets to teach consonant blends and compound words

Head Start Mentor – Preschool, East Bay Community Action Program, Newport, RI Fall 2010- Spring 2011

- Designed activities to meet each strand of the Rhode Island Early Learning Standards
- Engaged students in whole class read alouds and story retelling

## Relevant Experience

March into Reading Literacy Festival - Salve Regina University March 3, 2012

- Presented a center for the Forests Around the World activity room with a focus on tigers and the Asian forest
- Implemented activities with young children and their families at the event with an attendance of 650
- Included quality children's literature to promote a love of reading

Science Notebook Workshop - Salve Regina University January 28, 2012

- Learned to utilize science notebooks to support student engagement in science
- Participated in inquiry based science lesson related to isopods

## Work Experience:

Substitute Teacher – Middletown Public Schools, Middletown, RI Mar 2013 - May 2013

- Supported teacher by following daily lesson plans and schedules for that day
- Conducted lesson plans

References available upon request

# Kathleen Fraser

## OBJECTIVE

Motivated teacher seeks the opportunity to work with students receiving special education services with various needs.

## CERTIFICATION

Connecticut Professional Educator Certificate, Comprehensive Special Education, Grades K-12 (265)

## WORK EXPERIENCE

### Woodrow Wilson Elementary School

Waterbury, CT

Resource Room Special Education Teacher

August 2006-Present

I plan and execute daily lesson plans with accommodations for a caseload of students with special education services, write IEPs, attend PPTs, carry out diagnostic testing, and implement positive behavior plans.

### Woodrow Wilson Elementary School

Waterbury, CT

Special Education Teacher in self-contained behavior disorder learning center

August 2003-August 2006

Planned and executed daily lesson plans with accommodations for up to 10 students with special education services, implemented behavior modification plans for each student, wrote IEPs, attended PPTs, and carried out diagnostic testing.

## EDUCATION

### Saint Joseph's University

West Hartford, CT

Masters in Arts- Reading and Language Arts Elementary

May 2012

Overall GPA: 3.94

### Southern Connecticut State University

New Haven, CT

Comprehensive Special Education Certification Grades K-12

December 2002

Overall GPA: 3.83

### Assumption College

Worcester, MA

Bachelor of Arts

May 2001

Major: Social and Rehabilitation Services

## Skills/Accomplishments

- Positive Behavior Intervention Supports (PBIS) Team Coach
- School Improvement Plan (SIP) Committee Team Member
- Safe School Climate Committee Team Member
- Teacher of various afterschool programs
- Conducted Paraprofessional Training for Paraprofessionals employed by the City of Waterbury
- EIP Team Member
- CPI Trained
- National Writing Project/ Connecticut Writing Project Fellow (CCSU)

# Amy Gleason-Schultz

com

## Professional Experience

- Literacy Intern - Edgewood Elementary, Bristol, Connecticut October 2013 – present
- Full-time literacy teacher using Leveled Literacy Intervention program.
  - Responsible for the daily instruction of four Kindergarten guided reading groups.
- Reading Specialist - Julia A. Stark Elementary, Stamford, Connecticut 2000 – 2001
- Full-time reading specialist in both pull-out and inclusion situations with grades 2-5.
  - Member of reading teacher team presenting at teacher in-service day.
- Reading Specialist - Homer Brink Elementary, Endwell, New York 1998 – 2000
- Full-time reading specialist teaching an early intervention reading program to grades 1-2 and language arts to grades 3-5 in both pull-out and inclusion situations.
  - Worked in congruence with classroom teachers to plan instruction specific to students' needs.
  - Trained new teachers in district's early intervention reading program.
  - Member of 4-person team responsible for planning and running monthly family story hour events.
- Fourth Grade Teacher - Martin Luther King, Jr. Elementary, Wilmington, Delaware 1997 – 1998
- Tenured fourth grade classroom teacher of all content areas with inclusion of special education students for science and social studies.
  - Piloted a Project Success in-class reading intervention program after completing summer training.
  - Smithsonian Elementary Science Project (FOSS) Training: completed two nine week sessions.
  - TERC Math Investigations training.
  - Reading is Fundamental program coordinator.
- Reading Specialist - Martin Luther King, Jr. Elementary, Wilmington, Delaware 1995 – 1997
- Part-time reading specialist in pull-out and inclusion situations with grades 3-5.
  - Reading is Fundamental program coordinator.
- Reading and Writing Teacher - Jefferson-Lewis BOCES, Watertown, New York 1992 – 1995
- Full-time Chapter 1 reading and writing teacher in a pull-out program at Adirondack High School.
  - Worked in congruence with faculty to promote students' content area success.
  - Worked with students on reading and writing skills necessary for state competency tests.
  - On track to receive tenure, but not taken to the board due to relocation.

## Education

- Master of Science in Education: Reading K-12 August 1992  
State University of New York College at Geneseo GPA: 3.84/4.00
- Bachelor of Science in Education: Elementary Education, Concentration in English May 1991  
State University of New York College at Geneseo GPA in major: 3.46/4.00

## Certification

- Connecticut State Initial Educator Certification Effective July 1, 2011
- Remedial Reading and Remedial Language Arts Grades 1-12
  - Elementary Education K-6

## Amy Gleason-Schultz, Page 2

### Certification (continued)

- |  |                       |
|--|-----------------------|
| Delaware State Certification                                   | Issued November 1995  |
| - Teacher of Early Childhood/Primary K-4, Standard Certificate |                       |
| - Reading Specialist, Limited Standard Certificate             |                       |
| New York State Permanent Certification                         | Issued September 1994 |
| - Reading K-12   |                       |
| - Elementary Education N-6                                     |                       |

### Related Experience

- |   |                               |
|---|-------------------------------|
| Substitute Teacher, Simsbury Public Schools, Connecticut  | September 2011 – October 2013 |
| Reading and Writing Teacher, Educational In-Roads, Inc. of Sylvan Learning Systems  | 1997                          |
| - Summer school reading and writing teacher of six kindergarten and first grade students in the Colonial School District, Delaware. |                               |
| Tutor, Colonial School District, Delaware   | September 1996 – June 1997    |
| - English as a second language tutor for three elementary students.   |                               |
| Aide, Martin Luther King, Jr. Elementary, Wilmington, Delaware  | March – June 1996             |
| - Intervention aide supervising students in an in-school suspension and time-out program.   |                               |
| Substitute Teacher, Brandywine & Colonial School Districts, Delaware  | September – December 1995     |
| Tutor, Adirondack High School, Boonville, New York  | 1992-1994                     |
| - In-home tutor of four high school students in all subject areas.  |                               |

### Volunteer Experience

- |  |                |
|--|----------------|
| Parent Volunteer, Latimer Lane Elementary, Simsbury, CT                      |                |
| - Media Center volunteer   | 2010 – 2013    |
| - Kindergarten classroom volunteer helping during centers 1-2 days per week  | 2010 – 2011    |
| - Third grade classroom volunteer 1 day per week                             | 2009 – 2010    |
| - PTO beautification committee   | 2009 – present |
| Treasurer, Cub Scout Pack 174  | 2012 – present |
| Girl Scout Troop Cookie Sales Manager  | 2010 – 2011    |
| Scholastic Book Club Coordinator, Tootin' Hills Preschool, West Simsbury, CT | 2008 – 2010    |

## Patricia M. Jensen

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**Objective** A teaching position that supports student growth using my solid classroom management skills, academic rigor and differentiated instruction. To be a goal driven contributor to a multidisciplinary team that cultivates 21<sup>st</sup> century learners to prepare them for post secondary education, employment and independent living.

**Credentials** *Southern Connecticut State University, New Haven, CT* 2009  
**MS: Elementary Education and Special Education**

*Salve Regina University, Newport, RI* 1995  
**BA: English and Speech Communications**

**Certification** *Provisional Educator Certification Level (ACTIVE)* 10/9/13-10/8/2021  
**CT Elementary Education: K-6 (013)**  
**CT Special Education: Comprehensive K-12 (165)**

**Teaching Experience** *Bridgeport Public Schools, Bridgeport, CT*  
**Bassick High School-Special Education Teacher** 8/2008-Current

- One of four teachers chosen by the district to implement a new program addressing the academic, social/emotional and behavioral needs of high school students called the AIM (Academic Improvement Module) Program in an LRE environment
- Lead teacher of AIM Program at Bassick HS supporting new teachers with classroom management, implementing/writing IEPs & BIPS, and data collection
- Implement daily routines to support students' individual academic, social/emotional and behavior needs addressing the IEP goals/objectives.
- Coordinate with support staff on meeting the social/emotional and behavioral challenges of students to support their personal development and success.
- Provide students with differentiated instruction, addressing IEP goals/objectives, appropriate accommodations/modifications and incorporating real world application
- Progress monitor students' academics and behavior on a daily basis, using data for assessing students' knowledge, needs, abilities, program improvement for the individual student, and data for PPT meetings
- Develop and implement activities for SSP (student success plan) on a weekly basis that incorporates activities in the area of Post Secondary Education & Training, Employment and Career Planning, and Independent Living and Community Participation
- Trained new hire reading interventionist on implementing reading intervention program Lexia and progress monitoring program AIMSWEB. Provided SRBI resources for implementing tiered intervention in reading fluency and reading comprehension.
- Weekly and daily communication with parents/guardians and interdisciplinary team about student academic and behavioral progress, improvements and concerns

**Geraldine W. Johnson School-Special Education Teacher**

- Manage LRE continuum with students in self contained classrooms to student with supports as need in general education classroom
- Support and manage students that were referred to SAT, reviewing tiered one and two intervention strategies and monitoring student success with interventions.

- Developed and implemented tier two and three interventions strategies for over thirty sixth grade students in decoding words, reading fluency, and comprehension
- Progress monitored ninety sixth graders in reading fluency and comprehension on a quarterly basis and tier two/three students on a bi-weekly basis
- Provided differentiated instruction in resource room and to general education teacher to support requirements of students with IEPs
- Supported general education teachers with differentiated instruction, scaffolding lesson material, and assessment
- Implemented BIPs using positive behavior supports, monitoring student progress, and reviewing data with transdisciplinary team
- Coordinated special education students grades six to eight for the administration of the CMTs, quarterly Bridgeport School assessments and that proper testing procedure was implemented and accommodations/modifications were provided

*High Road School, High School Program, Wallingford, CT* 2007-2008

**Teacher Assistant/One to One**

- Work with students on individual basis providing academic, speech language and behavioral support in a therapeutic day school setting.
- One to One for student with primary disability of Autism/Apraxia supporting student with ADLs, daily schedule, transitions, communication and medical needs.
- Support transdisciplinary team with data to monitor student progress and success
- Work closely with classroom teacher about ensuring student's IEP goals/objects are being implemented and program improvements
- Program/maintain student's AAC device to ensure proper support for the student

**Employment** *JPMorgan Chase Bank, New Haven, CT* 1999-2006

**Assistant Treasurer/Bank Officer**

- Manage personal and small business client portfolios up to 250K per client
- Provided client support with deposit balances, lending and investments needs
- Maintained Series 6, Series 63, Life/Health and AD&D licenses
- Support daily branch operations adhering to compliance procedures and security

**Technology/ Applications** **AAC Devices:** Vantage/Springboard, Dynavox, Minspeak  
**General:** MS Office, Excel, Powerpoint, Dragon, Boardmaker, Inspiration/Kidspiration, Writing with Symbols, Clarity, Easy IEP

**Behavior Management Training** **CPI** (Crisis Prevention Intervention)/Non-Violent Crisis Intervention Training  
**PMT** (Psychological Management Technique)  
**TACT2-Verbal** (Therapeutic Aggression Control Technique)

**Child/Community Activities** **United Way, Reading Program, Bridgeport, CT** 2009-2012  
**Autism Walk, Hamden & Wallingford, CT** 2008-2013  
**Autism Puzzle-thon, Wallingford, CT** 2007-2009  
**St. Luke's Shelter, Clothing/Toy Drive, New Haven, CT** 2001-2006  
**New Haven Free Public Library, Reading Program, New Haven, CT** 2003  
**McGivney Center, Bridgeport, CT** 2000-2003  
**Holy Family Church, Youth Group Advisor, Fairfield, CT** 1997-1999  
**World Youth Day, Youth Group Leader, Paris, France** 1997

**Professional Affiliations** **CEA: Connecticut Education Association** 2007-present  
**BEA: Bridgeport Education Association** 2008-present

## **Anthony Julius**

**Objective:** To obtain a position as a PK-12 Health and Physical Education Teacher

**Summary:** An all-around leader, extremely personable, dedicated to his work, always prepared, and very hard working.

### **Education:**

**Central Connecticut State University (BSED) 2012**

New Britain, CT

- *Certification in PK-12 Physical Education*
- *Cross Endorsed in Health Education*

**Bristol Eastern High School 2006**

Bristol, CT

### **Field Experience:**

Accumulation of over 90 hours (Assisted, Observed, and Taught classes)

- *Duffy Elementary School* 2008-2011  
West Hartford, CT
- *Hartford Middle Magnet* 2008  
Hartford, CT
- *DiloretoElementarySchool* 2010  
New Britain, CT
- *Branford High School* 2011  
Branford, CT
- *Lewis Mills High School* 2011  
Burlington, CT

### Teaching Experience:

- *Bristol Public School (PK-12 Substitute)* **2012-Present**
- *Plainville High School (Student Teacher)* **2012**
- *Norfeldt Elementary School (Student Teacher)* **2012**

### Related Experiences:

- *Bristol Parks and Recreation* Co-Director **2012-Present**
- *Bristol Eastern High School* Varsity Football Coach **2008-Present**
- Volunteer Wrestling Coach **2009-Present**
- Volunteer Baseball Coach **2012- Present**
- *Bristol Jaycee Courant* Co-Director/Coach **2005-2008**

### Work Experience:

- *Bell City CrossFit* Coach **2013-Present**

### Certifications

- *Physical Education (Initial Educator expires 10/11/2015)* **Praxis Score 184**
- *Health Education (Initial Educator expires 10/11/2015)* **Praxis Score 700**
- *CPR*
- *AED*
- *First Aid*
- *CrossFit Level 1Trainer*

### Professional Organizations

- *CTAHPERD* **2010-Present**

### Skills

- *Competent in Mac or PC systems*
- *Smart Boards*

### Awards/ Honors

- *Dean's List* **Spring 2011**
- *Dean's List* **Fall 2011**
- *Dean's List* **Spring 2012**

## Barbara O'Meara Lefkovich

**Education** University of Hartford, West Hartford, CT. M.Ed. 1993  
Special Education, with a concentration in Early Childhood Education  
Saint Joseph College, West Hartford, CT, B A 1982  
Special Education; Child Study  
CT Professional Educator Certification: Special Education Certification PreK-12 (065)  
Elementary Certification PreK-8(001)

**Teaching Experience** Birth to Three Special Education Teacher, Evaluator and Service Coordinator  
Kidsteps, SARAH, Inc., July 2012-present, staff member  
September 2008 to July 2012, contractor  
Provided home, child care, and community based early intervention for children ages birth to three. Developed goals and implemented individualized Family Service Plans (IFSPs) with families and caregivers. Utilized a coaching model to implement individualized strength and need based strategies within the home or child care routine. Performed eligibility evaluations, and provided ongoing assessment. Collaborated with Kidsteps therapists, school districts, other professionals, community agencies and child care centers, to team and deliver transdisciplinary services and accomplish transitions.

Preschool Enrichment Teacher, Happy Piano, Inc.  
September 2011 – June 2012  
Taught music theory, rhythm and piano classes to preschoolers in child care centers.

Birth to Three Special Education Teacher, Evaluator and Service Coordinator  
The job description of the following positions is the same as that of Kidsteps above.

Rehabilitation Associates, December 2008 to June 2012  
Waterbury Easter Seal Rehabilitation Center, April 1999 to November 2008  
Jane Bisantz and Associates July 1994 to 2005  
CREC - Birth to Three Program, Bloomfield, CT, July 1992- June 1994

Trinity College Community Child Center, Hartford, CT  
August 1985 - September 1989  
Head Teacher  
Designed and taught curricula. Led classroom teachers to engage students in active learning. Conducted parent conferences and held parent meetings. With families, planned and implemented goals for each child on an individual basis. Responsible for supervising Teachers and Teacher Associates, College Student Interns, and Work-Study Students. Identified and evaluated individual goals for development with staff members and student interns.

The Stork Club Nursery School and Day Care Center, Rocky Hill, CT  
January 1983 - September 1984  
Assistant Director and Head Teacher  
Administrative duties included bookkeeping and meeting with families. Supervised staff. Developed and taught Nursery School and Kindergarten curricula.

**Consultant Experience** Ellington Public Schools, Ellington, CT, August 1991 - June 1992  
Early Childhood Integration Consultant  
Consulted with family, nursery school teacher and other team members on an ongoing basis. Facilitated the development of a team utilizing

collaborative consultation.

Barbara Lefkovich  
Cont.

Other Experience

Waterbury Easter Seal Rehabilitation Center, February 2004 to June 2007  
Parent Intervention Program: Provided center and home based services for Spanish-speaking families and their children, ages birth to pre-kindergarten. Implemented curriculum to enhance family's understanding of child development, develop learning opportunities, and strategies to address behavior.

University of Connecticut Health Center, Department of Pediatrics,  
Division of Child and Family Studies, Farmington, CT  
September 1989 - January 1992

Early Childhood Special Education Community Integration Program and Day  
Care In-service Training Project. Training Associate

Implemented training and provided technical assistance and consultation to families, special education, and early childhood professionals. Gathered and synthesized data for the purpose of program evaluation. Designed program products and training materials.

CREC - Northcentral Birth to Three Interagency Service Coordination Center  
East Hartford, CT  
January 1992 - July 1992

As Transition Service Coordinator, worked with families, school districts and direct service providers to coordinate transitions from Birth to Three to public school special education.

Special Skills

Ability to administer standardized tests and interpret scores.  
Literate verbal and written knowledge of Spanish.  
Knowledge of First Aid.  
Basic knowledge of American Sign Language.  
Basic piano and advanced flute.

Community  
Activities

National and Hartford Assoc. for the Education of Young Children  
former Coach and Treasurer, West Hartford Girls' Softball League, six years.  
Preschool and Kindergarten Teacher, Sunday Children's Liturgy, Mary Our  
Queen Church, 2002-2006. Developed and taught lessons; designed follow up  
activity.

References

Available upon request

# KELLY LEJEUNE

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## PROFESSIONAL SUMMARY

Dedicated, resourceful and goal-driven professional educator with a solid commitment to the social and academic growth and development of every child following the Common Core State Standards.

### SKILLS

- Connecticut Teaching Certificate with Elementary Education endorsement Kindergarten to Grade 6 (Pending as of 6/17/14)
- New Hampshire Teaching Certificate with Elementary Education endorsement (Kindergarten to Grade 6)
- Work cooperatively and collaborate well with colleagues
- Experience with special-needs students
- SRBI Tier 2 and Tier 3 interventionist
- Smart Board familiarity
- Strong written and verbal communication with students, staff, and parents
- DRA 2 trained
- NWEA (MAP) Testing awareness
- Follow and reinforce PBIS program
- SBAC knowledge
- Familiar with Google Docs
- Flexible; on the spot
- Effective time management

### WORK HISTORY

**Literacy Intern, 10/2012 to Current**

**Greene-Hills School – Bristol, CT**

- Created and implemented guided reading lessons for elementary students who are at risk readers.
- Routinely administered running record assessments to monitor and determine reading levels.
- Worked closely with teachers and administrators to evaluate and revise SMART goals and interventions for students entering the SRBI process as well as students who already have SRBIs in place.
- Collaborated with literacy staff to coordinate and host Title One Literacy and Math Night for kindergarten and first grade for the 2013 and 2014 school year. Developed a hands on literacy-based activity for a station.
- Worked with staff to create One Book, One School program.
- Assisted in the planning of Kindergarten Orientation "Great Beginnings" with the kindergarten team.
- Substituted in grades Pre-K through eighth grade, middle school Goal, and special classes.
- Attended various extracurricular school functions including Relay For Life Greene-Hills Team, student faculty basketball and volleyball games, Family Fun Night sponsored by the Family Resource Center, and The End of Year School Celebration.

**Substitute Teacher, 01/2012 to 10/2012**

**Berlin, Canton, Plainville, and Wolcott School Districts – Connecticut Public Schools**

- Instructed core subjects to various elementary schools.
- Followed school standards and teachers' guidelines and expectations.
- Fostered safe, positive, and supportive learning environment.

**Teacher's Aide, 06/2006 to 02/2012**

**Bristol Hospital Child Development Center – Bristol, CT**

- Assist head teacher in the infant, toddler, and pre-kindergarten rooms with the daily lesson plans, including reading, arts and crafts, and other skills.
- Taught with head teacher in summer pre-kindergarten program.

### EDUCATION

**Bachelor of Science: Elementary Education , 2011**

### **Keene State College - Keene, NH**

- Majors: Elementary Education and General Science
- Dean's List: Spring 2010
- Student Teaching: First Grade, Fuller Elementary School, Keene, New Hampshire from August 2011-December 2011.
- Used State Standards to align my instruction and planning.
- Literacy across the curriculum.
- Worked with Houghton Mifflin Reading and Everyday Math.
- Implemented spelling and handwriting and taught written language/expression through Collins Writing approach.
- Modifications and enrichment included in every lesson.

### **PROFESSIONAL DEVELOPMENT**

- Common Core State Standards- August 26, 2013
- SRBI process and procedures- February 12, 2014
- Smarter Balanced Assessment Consort- August 7, 2014 (Enrolled)

# Justin C. McDermott

## OBJECTIVE

Gain employment as a Spanish Teacher

## EDUCATION

- American College of Education; Indianapolis, Indiana; February 2014 Graduation
- M.E. Elementary Education
- American College of Education; Indianapolis, Indiana; February 2012 Graduation
- M.E. Curriculum and Instruction
- Brigham Young University-Idaho; Rexburg, Idaho; April 2007 Graduation
- B.S. Health Education with an Emphasis in Spanish Education

## CERTIFICATION

- Connecticut Teaching License (Valid July 1, 2010 to June 30, 2018)
- Certified to teach Spanish, Grades 7 Through 12 (023)
- Certified to teach Health, Pre-Kindergarten through Grade 12 (043)
- Connecticut Interscholastic coach permit (Valid June 27, 2011 to June 26, 2016)

## TEACHING EXPERIENCE

*Terryville High School*

*Terryville, Connecticut*

*Aug. 2007- Present*

### **Spanish Teacher**

#### **Spanish 1, 2, and 3**

- Coordinated with other World Language teachers in curriculum development
- Prepared and presented lessons incorporating the language skills of listening, speaking, reading, and writing
- Created assessments including a midterm and final exam to measure students' attainment of Spanish skills
- Ensured that cultural awareness and understanding was an integral part of learning Spanish
- Piloted and evaluated different textbook series
- Monitored student comprehension and adjusted instruction as necessary
- Created a learning environment where all students actively listened, spoke, read, and wrote in Spanish
- Conducted a weekly study group to aid students in their attainment of Spanish
- Integrated technology into instruction through means of the internet, audio, and video materials
- Maintained a safe, orderly, and productive classroom
- Facilitated cooperative student learning including dialogues, partner speaking, and group activities
- Related writing in Spanish to writing in English to help students improve their abilities in writing and expressing themselves
- Used Data to help students improve in their reading for information skills and vocabulary acquisition

## TEACHING EXPERIENCE

*Terryville High School*

*Terryville, Connecticut*

*Aug. 2012- Present*

### **Health Teacher**

#### **Health 9 & 10**

- Improved and developed Health curriculum
- Guided students in making healthy changes in their lives
- Instructed students in Health topics including: decision making, nutrition, self-esteem, drugs, alcohol, and tobacco avoidance, relationships, human sexuality, and STD prevention
- Monitored student application of health topics in their own lives
- Incorporated literacy and technology into the Health content

*West District Elementary*

*Unionville, Connecticut*

*Oct. – Nov. 2008*

### **Foreign Language Experience Class**

- Introduced elementary students to the Spanish language
- Created and presented lessons and games to aid students in learning basic vocabulary, grammar, and conversation skills in Spanish.

## **OTHER EXPERIENCE**

*Terryville High School*                      *Terryville, Connecticut*                      *Aug 2010 – Present*

### **National Honor Society Advisor**

- Aided students in planning, organizing, and conducting service activities to Terryville High School and the Terryville/Plymouth community
- Worked with guidance counselors, fellow faculty members, and administrators to select members
- Planned and conducted monthly meetings and a formal induction ceremony for members

*Eli Terry Jr. Middle School*                      *Terryville, Connecticut*                      *Mar 2013 – Present*

### **Track Coach**

- Supervised and coached 25 players in daily practices and at meets
- Trained athletes in track and field skills
- Kept records of team achievements
- Helped students set and achieve time and distance goals for their events

*Terryville High School*                      *Terryville, Connecticut*                      *Aug 2011 – Present*

### **JV Boys Soccer Coach**

- Supervised and coached 15 players in daily practices and games
- Trained players in leadership and teamwork skills
- Guided students in good sportsmanship and behavior on and off the field

*Rigby High School*                      *Rigby, Idaho*                      *Spring 2002, 2005, & 2006*

### **Assistant Tennis Coach**

- Supervised and coached 25 players at daily practices and at matches
- Taught the basics of tennis skills and strategy
- Emphasized and demonstrated the importance of sportsmanship both on and off the court

*Service Experience*                      *Santa Rosa, California*                      *Oct. 2002 – Sept. 2004*

### **Missionary**

- Organized and participated in service to both communities and individuals.
- Served with and gained a great appreciation of Hispanic and Latino cultures.
- Prepared and taught lessons about Christian principles to residents of several northern California cities.

*Instructional Rounds*                      *Terryville, Connecticut*                      *2013-2014 school year*

### **Committee Member**

- Served on the instructional rounds committee for Plymouth Public Schools
- Aided Eli Terry Middle School in identifying their problem of practice in order to improve teacher instruction and student learning.
- Observed classes and shared descriptive data from my observations with teachers and administration at the middle school.

## **HONORS AND INTERESTS**

- Graduated American College of Education with a 4.0 GPA
- Graduated BYU-Idaho with a 3.81 GPA
- BYU-Idaho Award of Excellence Academic Scholarship Fall 2005 - Spring 2007
- Participated in BYU-Idaho competitive tennis league

Christine Morin

- Education
- CENTRAL CONNECTICUT STATE UNIVERSITY  
1615 Stanley St, New Britain, CT 06053  
**Bachelors of Science Degree in Geography, Elementary Education**  
Graduated in May 2014  
Dean's List: Fall 2013, Spring 2013, Fall 2012, Spring 2012, Fall 2011, Spring 2011, Fall 2010, Spring 2010.
- TUNXIS COMMUNITY COLLEGE  
271 Scott Swamp Rd, Farmington, CT 06032 August 2009 to July 2010  
Dean's List: Spring 2010
- Certification
- Connecticut Teacher Certification, K-6, (013), pending
- Teaching Experiences
- SOUTH SIDE ELEMENTARY SCHOOL, BRISTOL, CT  
**Literacy Intern** May 2014 to Present  
-Met with fourth and fifth grade students to enhance their literacy skills  
-Provided instructional support in two kindergarten classrooms  
-Planned reading comprehension lessons for each literacy group meeting
- GREENE-HILLS SCHOOL, BRISTOL, CT  
**Student Teacher, Grade 5** January 2014 to May 2014  
-Created a hands-on, cooperative learning unit for all of the students  
-Collaborated with colleagues/team teaching to create a Reading Workshop Unit  
-Attended six PPTs  
-Differentiated Instruction to meet all of the students' needs for every lesson  
-Incorporated technology into almost every lesson (SMART Board, doc camera, laptops)  
-Planned extra activities for the grade level team (planned the field trip to Sturbridge Village)
- IVY DRIVE, BRISTOL, CT  
**Teacher Candidate, Kindergarten** September 2013 to December 2013  
-Taught lessons for students in different content areas  
-Attended data team meetings  
-Observed parent/teacher conferences
- WOLCOTT ELEMENTARY SCHOOL, WEST HARTFORD, CT  
**Teacher Candidate, Grade 5** January 2013 to May 2013  
-Worked with students who were struggling with their math facts  
-Observed CMTs  
-Created an interactive American Revolution Lesson
- NAYLOR CCSU LEADERSHIP ACADEMY, HARTFORD, CT  
**Teacher Candidate, Kindergarten** September 2012 to December 2012  
-Created a hands-on lesson incorporating sight words, and cooperative learning

-Observed Cooperating Teacher's daily lessons and schedules

VANCE VILLAGE ELEMENTARY SCHOOL, NEW BRITAIN, CT

**Teacher Candidate, Second Grade**

September 2011 to December 2011

-Observed the daily routine of an elementary school teacher

-Worked one-on-one with students struggling with their reading, and mathematics skills

Related Work Experience	CHESHIRE COUNTRY DAY SCHOOL, SOUTHINGTON, CT <b>Daycare Teacher</b> August 2010 to January 2014 -Worked with the Preschool, and Pre-K children -In charge of daily routines, center play -Taught rhyming lessons to children -Created a rhyming lesson board for a hands-on manipulative for students
Work Experience	FAMILY PIZZA, SOUTHINGTON, CT <b>Waitress, Phone Girl</b> November 2007 to Present -Waitress -Phone orders -Customer Service
Volunteer Work	JUMP START PROGRAM, SOUTHINGTON, CT <b>Assistant Teacher</b> Summer 2009 to Summer 2012 -Worked to provide readiness skills for students going into Kindergarten and First Grade -Worked with Special needs students, and English Language Learners -Created hands-on lessons for students -math, reading lessons
Honors	Gamma Theta Upsilon Excellence in Geography Award (May 2014) Cum Laude (May 2014) Kappa Delta Pi National Honors Society (May 2013) Gamma Theta Upsilon International Geographical Honor Society (May 2013) The Franklin Bradley Award (Latin) (June 2009)
Memberships in Professional Organizations	Connecticut Geographic Alliance Teacher Consultant of America (May 2013)
Professional Development Activities	GREENE-HILLS SCHOOL, BRISTOL SCHOOL DISTRICT -SBAC Testing Instruction (March 2014) -Common Core Training (February 2014) -Grade level Data Teams (February 2014)  CENTRAL CONNECTICUT STATE UNIVERSITY -Mandated Reporter (January 2014)
Skills and Interests	-Epi-pen Certified (June 2013) -CPR Certified (June 2013) -First-Aid Certified (June 2013)

Meghan Lynn Nadeau

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As an educator I inspire to be an effective leader and teacher who is driven with the dedication and motivation to implement a clear vision so that all students can be successful in their learning while in a nurturing and support learning environment.

Education and Qualifications

**Integrated Early Childhood/Special Ed., Nursery -K - Elem. 1 - 3 Certified Endorsement #113**

**Comprehensive Special Education K-12 Certified Endorsement #165**

**Intermediate Administrator Certification Pending**

**Southern Connecticut State University- New Haven, CT**

**2012-Present**

Currently pursuing 6<sup>th</sup> year degree in Educational Leadership and Administration

**Central Connecticut State University, New Britain CT**

**2010-2012**

Master of Special Education (Cum laude)

**Eastern Connecticut State University, Willimantic CT**

**2002-2006**

Bachelor of Psychology, a member of Psi Chi Honor Society and Kappa Delta Pi, Dean's List

**University of Wollongong Wollongong, Australia NSW 250- Study aboard experience**

**2005**

Professional Experience

**Gilmartin School - Waterbury, CT**

**August 2013- May 2014**

Administrative Intern

- Observed and participated in all administrative responsibilities including PPTs, teacher evaluations, and scheduling
- Facilitated and monitor bus duty in the mornings and afternoon
- Initiated school wide holiday activities
- Participated in collecting and entering data into the city wide program AS400

**Gilmartin School - Waterbury, CT**

**April 2008 - Present**

Full Day Special Education Pre-Kindergarten Teacher

- Provide a nurturing learning environment that helps build the social/emotional, and physical competencies as well as academic capacities of the early learner
- Create highly engaging cross curricular learning opportunities with a balance of small group instruction, child choice, and purposeful play aligned to the CCSS

Meghan Lynn Nadeau

- Utilize summative assessments (DIAL, PALS, preLAS), academic achievement tests (Batelle and Brigance) and common formative assessments to identify students' abilities, plan for differentiation, and identify the possible need for early intervention
- Create and implement individualized educational plans, participate and report at PPT meetings
- Develop and implement differentiated lessons and activities to meet the needs and provide learning opportunities for all students
- Data Team Member for the Early Childhood Program
- Member of the PBIS committee where the goal is to provide a positive and safe learning environment for students, plan end of the month incentives school wide
- Member of the Principal Advisory committee
- Member of the Curriculum Team for the Early Childhood Program
- Excellent evaluations

**Woodrow Wilson Elementary School**

**January 2008-April 2008**

Extended School Hours Teacher

- Provide academic support to students while completing homework and other activities

**Woodrow Wilson Elementary School**

**October 2007- April 2008**

All Inclusive Behavioral Disorder Learning Classroom Special Education Teacher

- Design and implement lesson plans to meet the needs of students in grades 3-5 that aligned to their grade level curriculum
- Evaluate students based on their Individual education plans and participate as the case manager in PPT's
- Fostered a positive learning community by implementing behavioral strategies to minimize target behaviors

*Hobbies/Interests*

Book Club member where a new book is read every month and discussed in a group setting, traveling, playing sports and being a caregiver to my son.

*Professional Organizations*

Since April 2008, I am a member of the following organizations: Waterbury Teachers Association, Connecticut Education Association and the National Education Association.

## Robin R. Percival

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<b>OBJECTIVE</b>	<b>Full-Time Reading Consultant/Reading Coach</b>	
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<b>EDUCATION</b>	<b>M.A. Reading Education</b> , University of Central Florida, Orlando, FL	December
2003	<i>Graduated with 4.0 overall GPA</i>	
	<b>B.S. Early Childhood Education</b> , University of Central Florida, Orlando, FL	December
2001		

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<b>EXPERIENCE</b>		
Present	<b>Berlin Public Schools</b> Berlin, CT <b>Literacy Interventionist K-5</b> <ul style="list-style-type: none"><li>▪ Teach targeted literacy intervention to small groups of students daily</li><li>▪ Collaborate with teachers to identify the literacy needs of students</li><li>▪ Collect data, analyze data results, and share results with staff</li><li>▪ Maintain and submit accurate and up-to-date records of student progress</li><li>▪ Meet regularly with the classroom teachers to plan literacy instruction that correlates with the student's needs</li></ul>	August 2013-
August 2007	<b>Consolidated Schools District of New Britain</b> New Britain, CT <b>Reading Consultant-District Wide</b> <ul style="list-style-type: none"><li>▪ Provide staff development for teachers, volunteers, parents, paraprofessionals, and administrators</li><li>▪ Coordinate the schools reading and language arts programs and assessments</li><li>▪ Collaboratively select and coordinate (with the approval of the district leaders) all reading and language arts materials used in the classrooms</li><li>▪ Analyze, monitor, and communicate data on student achievement</li><li>▪ Model reading and language arts instruction</li><li>▪ Assist classroom teachers with planning reading and language arts programs</li><li>▪ Serve as part of the district-wide team in developing activities and programs to disseminate information</li><li>▪ Organize and deliver parent/community literacy programs</li></ul>	February 2007-
2007	<b>Hidden Oaks Elementary School</b> Orange County Public Schools, Orlando, FL <b>Reading Coach Grades K-5</b> <ul style="list-style-type: none"><li>• Facilitate development of reading and language arts programs in the school</li><li>• Guide teachers in analysis of student learning</li><li>• Assist teachers in beginning to implement new practices in their everyday instruction</li><li>• Model and observe reading and language arts lessons in the classrooms</li><li>• Develop and provide mini-workshops for teachers in the area of reading and language arts</li><li>• Assist the teachers for maximum time use and differentiated instruction</li><li>• Model fluency software and assist in the selection of classroom libraries</li></ul>	August 2006-February

2006

**Southwood Elementary School**

January 2001-August

Orange County Public Schools, Orlando, FL

***Teacher: Grades 2 and 3***

- Implement constructivist and cooperative learning strategies
- Provide individualized instruction based on results of on-going assessments
- Include technology adaptations to offer students a multi-media approach to learning
- Engage students in various experiences to meet diverse needs and to promote social, emotional and academic growth
- Build a classroom community by encouraging positive social interaction and self-regulation for each student
- Communicate effectively with parents/guardians to provide assessment analysis, and classroom/school news

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References available upon request

## **Heather E. Quinion**

### **EDUCATION**

#### **University of Connecticut**

Teacher Certification Program for College Graduates (TCPCG)

West Hartford, Connecticut

Master of Arts, Educational Psychology, May 2014

Certification: CT Initial Educator Certification, Endorsement 165 Comprehensive Special Education, Grades K-12 (pending)

#### **University of Vermont**

Burlington, Vermont

Bachelor of Arts, Psychology May 2008

Minor, French May 2008

### **EDUCATION EXPERIENCE**

#### *STUDENT TEACHING*

**Roosevelt Middle School** - Special Education, Grades 6-8

New Britain, CT

September-December 2013

- Observed current teaching strategies
- Implemented differentiated lesson plans in: one-to-one, small group, and inclusion settings for language arts, reading resource, and math
- Created engaging and multi-sensory lessons that actively involved the learner(s) while creating a safe and respectful classroom environment
- Created supplemental materials to help enhance learning through visuals and hands-on materials
- Administered and monitored reading fluency assessments, such as the DRA
- Administered and monitored NWEA testing
- Active participant in routine PPTs

*INTERSHIP INQUIRY PROJECT:* "Citing Textual Evidence: Arising Dilemmas in Current Practices"

**Roosevelt Middle School**

January-April 2014

#### *PRACTICUM EXPERIENCE*

**Hebron Schools**- Special Education, Grades 2-6

Hebron, CT

June-July, 2014

- Observed teaching strategies and implemented differentiated lessons plans in: one-to-one, small group, and inclusion settings

- Administered various reading tests and additional assessments (CORE Phonics Survey, Woodcock Johnson III Tests of Achievement, KeyMath-3, Peabody Picture Vocabulary Test, Test of Written Language-4, and the Gray Oral Reading Test)

**Wheeler Clinic-Northwest Village School**

Plainville, CT

**Assistant Teacher**, Special Education

January 2009- April 2013

- Teaching aide for at risk children with multiple moderate to severe social, emotional, and behavioral disabilities
- Trained and previously certified in management of aggressive behavior (MOAB) for administering escorts and restraints
- Trained in crisis control intervention (level 1 and 2 techniques for managing and deescalating aggressive behavior)
- Worked collaboratively with various clinicians and specialists to provide students with basic life skills and core academics to help them function safely and productively within society

**GENERAL WORK EXPERIENCE**

Daycare at Litchfield Congregational Church

Litchfield, CT

October 2008-January 2009

Server at D'Amico's A Slice of Italy

Litchfield, CT

March 2005- January 2009

Banquet Server at Doubletree Hotel

Burlington, VT

July 2006- October 2007

Merchant at Kitchenworks

Litchfield, CT

October 2004- January 2005

Receptionist at Quinoco

Torrington, CT

March 2004-August 2004

**SKILLS/TRAINING**

MOAB (Management of Aggressive Behavior), LSCI training (Life Space Crisis Intervention), SIOP strategies for English language learners, SRBI (RTI), PBIS (Positive Behavior Supports), Instructional Rounds Training, Foundations, Wilson, Systems 44, Read 180, Microsoft Office, SMARTboard, video-recording and editing, website construction, proficient in reading, writing and speaking French.

**HOBBIES**

Cooking and creating new recipes, gardening, and being active are very important to me and I enjoy them immensely. I am an avid artist and athlete who you'll regularly find, drawing, painting, engaging in photography projects, playing soccer, tennis, and basketball, and skiing the slopes.

# Sarah Rutkowski

## CERTIFICATIONS

State of Connecticut Initial Educator Certification, Elementary Education, K-6 09/2012  
State of Connecticut Five Year Renewable Permit Interscholastic/Intramural Coach 11/2013

## EDUCATION

**Masters of Elementary Education** 08/2009-08/2010  
University of Bridgeport, Bridgeport, CT  
**Bachelor of Arts in Sociology** 08/2001-05/2005  
Eastern Connecticut State University, Willimantic, CT

## PROFESSIONAL EXPERIENCE

**Extended School Year Behavioral Interventionist Tutor** 07/2014-Present  
*Region 10 Public School System, Har-Bur Middle School, Burlington, CT*

- Implement research based behavioral interventions.

**Kids in the Middle Coordinator** 09/2013-Present  
*Region 10 Public School System, Har-Bur Middle School, Burlington, CT*

- Advise 75+ student members focusing on improving school climate and community engagement.
- Manage school-wide Mentoring Program
- Act as contributing member of school's State Education Resource Center Committee.

**Grade 5/6 Language Arts Long-term Substitute Teacher** 03/2014-06/2014  
**Grade 6 Science Long-term Substitute Teacher** 05/2013-06/2013  
**Grade 5 Long-term Substitute Teacher** 08/2012-02/2013  
**Grades 5, 6, 7, and 8 Substitute Teacher** 01/2011-05/2013  
**Grade 5 Student Teacher** 08/2010-12/2010

*Region 10 Public School System, Har-Bur Middle School, Burlington, CT*

- Assumed all responsibilities of classroom teacher including instruction, assessments, quarter and final grades, behavior management, Region 10 staff collaboration, and parental contact.
- Developed and executed lessons combining current curriculum with new Common Core State Standards.
- Tailored instruction to support students with necessary Tier 1, 2, and 3 Scientific Research Based Interventions while collecting and reporting relevant data.
- Facilitated Parent-Teacher conferences, Child Support Team meetings, Planning & Placement meetings, Home-School Collaboratives, Professional Learning Committee and Data Team meetings, faculty meetings and Professional Development days.
- Administered school-wide assessments including Connecticut Mastery Tests, practice writing prompts, Scholastic Math Inventory tests, and SBAC testing.

**Grade 5 Student Council Advisor** 09/2013-06/2014  
*Region 10 School System, Har-Bur Middle School, Burlington, CT*

- Advised students in the development of school-wide activities and fundraisers focusing on school climate and community.

**Cheerleading Coach** 10/2013-03/2014  
*Region 10 School System, Har-Bur Middle School, Burlington, CT*

- Provided highly trained instruction of the fundamentals of cheerleading.
- Developed student athlete handbook, week-long cheer clinic, try-out materials and criteria, team development, cooregographed all routines, and planned daily practices and performances.

**Associate Instructor, Grades 9-5<sup>th</sup> Year Seniors**

05/2012-06/2012

*Capital Region Education Council, Polaris Center, East Hartford, CT*

- Facilitated special education core curriculum utilizing Tier 2 and 3 Scientific Research-Based Interventions.
- Assessed students' social, emotional, and behavioral status on an hourly basis for data analysis and progress reporting.
- Executed de-escalation and crisis interventions to support the development and safety of behaviorally, and emotionally challenged students.

**Kindergarten - Grade 5 Intern**

08/2009-06/2010

*Bristol Public School System, Edgewood Elementary School, Bristol, CT*

- Assumed all responsibilities of Edgewood staff upon assignment including classroom instruction, assessments, behavioral management, before and after school duties, and daily feedback.
- Provided high-quality instruction and interventions using SRBI supports as noted by teacher to assist both identified and general education students.
- Assisted in the planning and facilitation of school activities, field trips, and after school functions.
- Established and maintained a highly-respected, friendly, and helpful rapport with students, teachers, staff and parents.

**Adolescent Residential Treatment Counselor III**

05/2011-08/2013

*Rushford at Stonegate, Durham, CT*

- Provided residential behavioral health and substance abuse treatment for males age 13-18.
- Developed new Behavioral Management Program including data collection and analysis.
- Facilitated and evaluated counseling groups including topics such as anger management and coping skills.

**Director of Community Education and Volunteer Program**

09/2008-06/2009

*Hartford Interval House, Hartford, CT*

- Facilitated educational assemblies regarding domestic and dating violence to school-age students.
- Created age-appropriate curriculums addressing domestic violence for use in schools.

**Case Manager**

03/2007-09/2008

*Community Solutions Inc., Torrington Alternative to Incarceration Center, Torrington, CT*

- Tracked client's adherence to court orders and represented agency in court hearings.

**Truancy Counselor/ Crisis Intervention Specialist**

03/2007-10/2006

*Waterbury Youth Services, Waterbury, CT*

- Monitored youths' school attendance daily with school and home visits.

**Counselor**

08/2005-10/2006

*Naugatuck Valley Help, Inc., Torrington, CT*

- Completed intake assessments and discharge planning for adults with severe mental illnesses.

**COMPUTER SKILLS**

- Microsoft Office; Skype; SmartBoard, PowerSchool, PowerTeacher, and Professional Wiki Page.

# LIZA SIEGEL

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## EMPLOYMENT HISTORY

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### **GENERAL AND VOCAL MUSIC TEACHER, Grades K-5**

**Middletown Public Schools**, Middletown, CT, *August 2008 to Present*

- Teach general music classes, grades K-5, using a variety of instructional strategies
- Create after school and enrichment activities such as Chorus and African Drumming
- Prepare and direct musicals and school-wide concerts
- Assist the music department by producing newsletters, creating schedules, developing curricula and analyzing data

### **GENERAL AND VOCAL MUSIC TEACHER, Grades PreK-12**

**International School of Kenya**, Nairobi, Kenya, *August 2005 to June 2008*

- Taught general music and chorus classes from pre-k through high school
- Created curricula for a variety of music classes
- Administered the Private Lessons Program and ABRSM examinations
- Conducted at least six concerts per school year
- Ran after-school activities such as singing club, field hockey and basketball
- Planned field trips and cultural events
- Faculty Member, Board Policy Committee

### **GENERAL AND VOCAL MUSIC TEACHER, Head of Arts Department, Grades 9-12**

**Sturgis Charter School**, Hyannis, MA, *September 2005 to June 2006*

- Directed the department as the Arts Lead Teacher
- Created the curricula for music courses including topics such as aural skills, world music, music history and music theory
- Taught sections of both the ninth grade and tenth grade music appreciation course as well as the advanced International Baccalaureate course
- Conducted two choral groups and directed concerts
- Coordinated student participation in state festivals and concerts

### **GENERAL AND VOCAL MUSIC TEACHER, New York City Teaching Fellow, Grades 9-12**

**Truman High School**, Bronx, NY, *September 2002 to July 2004*

- Created a general music curriculum including music history, music theory, and world music
- Successfully managed an inclusion classroom of fifty learners consisting of special education, hearing and vision impaired, honors and mainstream students
- Increased student involvement in the vocal music program by 150% including the creation of two choirs and an after-school voice workshop
- Coordinated and executed a performing arts concert each semester as well as various other performance opportunities

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**PROFESSIONAL CERTIFICATIONS**


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- Connecticut State Certification in Music, K-12
- New York State Certification in Music, K-12

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**EDUCATION**


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*Sixth Year Certificate, Educational Leadership*, 3.9 GPA  
Central Connecticut State University, New Britain, CT

*Master of Arts in Teaching, Applied Music and Music Teaching*, 3.7 GPA  
City University of New York, Lehman College, Bronx, NY

*Bachelor of Arts, Vocal Music and German (Double Major)*, 3.6 GPA  
University of Massachusetts Amherst, Amherst, MA  
Universitat Freiburg im Breisgau, Freiburg, Germany, Year Abroad  
*Commonwealth Scholar, Cum Laude, Dorm Leadership Award*

*High School Diploma*  
Phillips Academy Andover, Andover, MA  
*Vocal music award, Choral leadership award*

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**PROFESSIONAL DEVELOPMENT & TRAINING**


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*TEAM Mentor Training, Education Connection*

*New York City Teaching Fellows Program*

- AmeriCorps Membership
- Placement in an urban, hard-to-staff school
- Mentoring program

*Sessione Senese per la Musica e l'Arte (SSMA)*

- One month intensive music program in Siena, Italy
- Performed as a soloist and a choral member
- Received coaching in voice and Italian

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**OTHER SKILLS AND INTERESTS**


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- Community Service
- German Fluency
- Theater Arts
- Computer literacy, MAC & Windows Operating Systems
- Sports (Field hockey, Basketball, Skiing, Lacrosse)
- Electronic Music (Finale, Digital Performer, ProTools)
- Choral performing Opportunities and Benefit Concerts

# Sara Smith

## EDUCATION

**2005 – 2009**            **WESTERN CONNECTICUT STATE UNIVERSITY**, Danbury, CT  
Bachelor of Science in Music Education, with K-12 education certificate  
*Instrument: Flute*

**2001 – 2005**            **JOEL BARLOW HIGH SCHOOL**, Redding, CT

## TEACHING EXPERIENCE

**2012 - 2014**            **MANCHESTER PUBLIC SCHOOLS**, Manchester, CT  
Full time Elementary General Music Teacher

**Spring 2012**            **REGION 14 ELEMENTARY SCHOOLS**, Woodbury & Bethlehem, CT  
Long-term General Music & Band Teacher

**Fall '11-Spring '12**    **KID'S CASTLE CHILD CARE LEARNING CENTER**, Brookfield, CT  
Classroom Teacher

**Winter-Spring 2011** **NARAMAKE ELEMENTARY SCHOOL**, Norwalk, CT  
Long-term General Music & Orchestra Teacher

**Fall 2010**              **MARVIN ELEMENTARY SCHOOL**, Norwalk, CT  
Long-term General Music Teacher

**2009 – 2010**            **REDDING PUBLIC SCHOOLS**, Redding, CT  
Substitute Teacher

**Spring 2009**            **REDDING ELEMENTARY SCHOOL**, Redding, CT  
General Music & Band Student Teacher  
*Cooperating Teachers: Dr. Alice Caldwell & Dr. Mary Jane Rodgers*

**Spring 2009**            **BROOKFIELD HIGH SCHOOL**, Brookfield, CT  
Band, Music Theory, Music Appreciation Student Teacher  
*Cooperating Teacher: Mr. Scott Friend*

**2009 – 2012**            **MUSIC LEARNING CENTER**, Danbury, CT  
Private Flute Lesson Teacher

**2005 – 2012**            **PRIVATE LESSON INSTRUCTOR**  
Flute and Piano Lessons

**2006 – 2011**            **BETHEL MUSIC CENTER**, Bethel, CT  
Private Flute and Piano Lesson Teacher

**2005 – 2012**            **NEW POND FARM SUMMER SHAKESPEARE CAMP**, Redding, CT  
Music Director

2005 – 2014           WCSU SUMMER BAND CAMP, Danbury, CT  
Camp Counselor

**COLLEGIATE PERFORMANCE EXPERIENCE**

2006 – 2009           WCSU Orchestra, WCSU Wind Ensemble  
Spring 2008           WCSU Orchestra  
                            *Concerto Soloist*  
2007, 2008           Junior and Senior Flute Recitals at WCSU  
2007 – 2008           WCSU Concert Choir, WCSU Woodwind Quintet  
2005 – 2008           WCSU Flute Quartet  
Spring 2007           WCSU Opera Theatre productions of *Suor Angelica* and *Gianni Schicchi*  
                            *Pit Orchestra*  
2005 – 2006           WCSU Symphonic Band, WCSU Classical Flute and Guitar Duo

**RELATED PERFORMANCE EXPERIENCE**

Spring 2014           Capitol Winds: Hartt School  
                            *Concerto Soloist*  
2013 – 2014           Capitol Winds: Hartt School  
2011 - 2012           Danbury Community Orchestra  
Summer '07, '09, '11 New Pond Farm Art Show, Redding, CT  
                            *Flute and Guitar Duo*  
Fall 2007             Western Connecticut Youth Orchestra  
                            *William Tell Overture, soloist*  
Fall 2007             Wedding Ceremony, New Milford, CT  
                            *Flute Duet Performance*  
Winter 2007           Valentine's Day Performance at Clemens Restaurant, Redding, CT  
                            *Flute and Piano Duo*  
Summer 2005         Fairfield Teen Theater, Fairfield, CT  
                            *Pit Orchestra for "Into the Woods"*  
Spring 2005           Western Connecticut Youth Orchestra tour to Paris, France  
                            *Performed at Trinite Cathedral, La Madeline and Lycee Condorcet*  
2003 – 2005           Western Connecticut Youth Orchestra  
                            *Principal Flute*  
2003 – 2005           Joel Barlow High School Theater, Pit Orchestra  
2002 – 2003           Stamford Young Artists Philharmonic

**OTHER RELATED EXPERIENCE**

Fall 2013             Flute audition judge  
                            *Eastern Regionals High School Music Festival*  
Fall 2008             Flute audition judge  
                            *Western Regionals High School Music Festival*  
2002 – 2004           Western Connecticut Youth Ballet Dance Company  
                            *Art of Dance, Georgetown, CT*  
1998 – 2005           Classical Ballet and Jazz training  
                            *Art of Dance, Georgetown, CT*

## PROFESSIONAL ORGANIZATIONS

- 2012-2014 CEA: Connecticut Educators Association  
*Member*
- 2009-2014 NAFME: National Association for Music Education  
*Member*
- 2007, 2008 WCSU Flute Club  
*Vice President*
- 2006, 2007 NAFME: National Association for Music Education, WCSU Chapter  
*Secretary '07, Fundraising Chair '06*

## PROFESSIONAL ACTIVITIES

- Winter 2012 PAA: Psychoeducational Assessment Associates workshop on PBS
- 2004 – 2008 WCSU Julius Baker Master Classes
- Summer 2005 Gary Schocker Flute Master Class at Holy Cross Monastery, West Park, NY
- 2003, 2004 WCSU Summer Band Camp
- 2002 – 2004 WCSU Summer Flute Institute
- Summer 2004 Art of Dance summer dance classes, Georgetown, CT
- 2001, 2003 Briansky Saratoga Ballet Center, Saratoga, NY  
*“By audition” dance camp*

## AWARDS, HONORS, FESTIVALS

- Spring 2007 Student Leadership Recognition Award – WCSU Flute Club
- 2006 – 2007 WCSU Dean’s List
- Spring 2005 John Philip Sousa Band Award
- Spring 2005 All-State Music Festival
- Fall 2005 Weller Foundation Music Scholarship, First Runner-Up
- 2004, 2005 Western Regionals Music Festival

## VOLUNTEER, COMMUNITY ACTIVITIES

- 2002 – 2006 Redding School System, practice flute coach
- 1998 – 2012 New Pond Farm Education Center, active volunteer, Redding, CT  
*A nonprofit environmental education center and active dairy farm*

# Jill Dekoe Thompson

## Curriculum Vitae

<b>Education</b>	<b>University of Bridgeport</b>	Bridgeport, CT	
	<ul style="list-style-type: none"><li>• Reading and Language Arts Consultant Certification (097)</li></ul>		August 2010
	<b>Sacred Heart University</b>	Fairfield, CT	
	<ul style="list-style-type: none"><li>• 6<sup>th</sup> Year: Connecticut Literacy Specialist Program (102)</li><li>• Master of Arts in Teaching; Concentration: Reading</li></ul>		August 2007 August 2005
	<b>University of Vermont</b>	Burlington, VT	
	<ul style="list-style-type: none"><li>• Bachelor of Science in Elementary Education; Concentration: Art/Music</li></ul>		February 2001

### Certifications

- Connecticut Professional Educator:  
-Elementary, Grades K Through 6 (013)  
-Remedial Reading & Remedial Language Arts, Grades 1 – 12 (102)
- Connecticut Initial Educator:  
-Connecticut Reading and Language Arts Consultant (097)

### Teaching Experience

- Literacy Coach/Instructional Support Teacher** July 2011-present  
*KT Murphy Elementary School, Stamford, CT*
- Planned and implemented intensive instruction to struggling readers and writers.
  - Provided professional development to teachers in areas such as: CCSS, Text Dependent Questioning, Close Reading, Text Complexity, Guided Reading, Small Group Instruction, Reading and Writing Conferences, Data Analysis, CFAs, DRA2, and other reading and writing topics.
  - Acted as literacy teacher leader for K-5 teachers and administration.
  - Provided parent workshops on various reading and writing topics.
  - Worked with School Leadership Team to write and revise the School Improvement Plan.
  - Worked collaboratively with other Literacy Coaches throughout the district in planning programs to meet the need of diverse populations of learners.
  - Coached teachers individually and in grade level teams.
  - Planned and implemented a school-wide Peer Observation Protocol to promote teacher learning.
  - Held an active role in K-5 Professional Learning Community Meetings, Instructional Data Teams, and School Wide Data Team.
  - Held an active role in the Elementary Literacy Curriculum Committee and District Professional Development Team.
- Fifth Grade Teacher** January 2004-June 2011  
*Stillmeadow Elementary School, Stamford, CT*
- Acted as grade level leader.
  - Facilitated weekly PLC and grade level planning meetings.
  - Received PLC Facilitator Training.
  - Taught in a heterogeneous classroom, offering differentiated instruction.
  - Received extensive CFA training that assisted in planning and implementing formative assessments that lead to data driven instruction.
  - Planned and implemented lessons connected to the CT Standards (GLEs) and CMT strands.
  - Planned lessons with close attention to higher level and critical thinking skills.
  - Completed training to become a certified BEST Mentor.
  - Planned, wrote, and received a creative mini-grant for the entire grade level which promoted hands-on discovery.
  - Created school-wide multi-age lessons based on a common themes and standards.
  - Successfully supplemented plans for children as part of a full inclusion plan.

## Jill Dekoe Thompson

### Curriculum Vitae

p. 2

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**Summer School Teacher (Grades 1, 2 and 3)** Summers of 2005 -2013  
*Stamford Public Schools, Stamford, CT*

- Taught an integrated Literacy program to remedial students in first and second grade.
- Planned and implemented differentiated lessons to meet the individual needs of the students. Created and arranged centers focused on needs of the students.
- Planned and implemented guided reading groups for individual reading levels.
- Worked with an educational assistant to ensure success of the students.

**Second Grade Teacher (Long Term Substitute)** December 2003-January 2004  
*Northeast Elementary School, Stamford, CT*

- Planned various units such as, weather and nutrition.
- Used several teaching techniques in the classroom; including Responsive Classroom, Guided Reading, and Cooperative Learning.
- Took an active role as a member of planning teams for individual students.
- Followed curriculum and state standards when planning lessons.

**Permanent Substitute (Grades K-5)** September 2003-November 2003  
*Saugatuck Elementary School, Westport, CT*

- Carried out various positions and responsibilities throughout the elementary school.
- Responsible for following descriptive lesson plans left by classroom and special teachers.
- Created positive student-to-teacher relationships, as well as producing positive professional relationships with all faculty and staff.

**Second Grade Teacher** August 2001-June 2002  
*Orange Center School, Orange, VT*

- Implemented various units; such as magnets, weather, fairy tales, animal tracking, plants.
- Developed cooperative learning, ownership, and responsive classroom skills with my students.
- Used the concept of multiple intelligences when designing lessons.
- Created lessons, which met the Vermont State Standard requirements (procedures, reports, etc.).
- Integrated subjects across the curriculum.
- Produced a newsletter for the community called Orange Pride.
- Served as a Foundations for Excellent Schools team member.
- Wrote and received mini-grant to create a school-college partnership to develop an environmental program.

**Literacy Teacher (Grades 1-3)** May 2001-August 2001  
*Burlington Schools Project: Grant Program, Burlington, VT*

- Co-Proposed and developed a four-week summer program for students with developing literacy skills.
- Concentrated on phonemic awareness, syllable segmentation, print concepts, vocabulary development, and literacy strategies.

**Educational Assistant (Grades 1-3)** January 2001-June 2001  
*Champlain Elementary School, Burlington, VT*

- Worked with students in a small group setting, offering additional guidance and support outside of the structured classroom setting.
- Responsible for planning and implementing lessons for multiple groups.

# Lauren R. Titus

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## EDUCATION AND CERTIFICATION CERTIFICATION (013)

(K-6), June, 2009

### Bachelor of Arts, Child Study

Saint Joseph College, West Hartford, CT, May 2009

Dean's List/ 3.82

Honor's Society

Kappa Delta Pi International Honors Society in Education

## PROFESSIONAL EXPERIENCE

### Kindergarten/Summer Camp Teacher

10/12-Present

*ESPN Kids Center, Bristol, CT*

- Engage and communicate constructively with individual children during routines and activities
- Encourage and model social behavior and expectations which are developmentally appropriate
- Practice positive discipline techniques in guiding children's behavior
- Implement a developmentally appropriate curriculum which reflects observations and assessments of individual children and goals jointly developed with parents/guardians
- Show sensitivity when communicating daily with parents/guardians to discuss routines as well as concerns
- Participate actively in teaching team through communication, collaboration, and curriculum planning
- Coordinate the Summer Camp program organizing weekly field trips that reinforce an overall theme
- Generate and execute daily schedules and routines for counselors and children

### Substitute Teacher

01/11-10/12

*Bristol Board of Education, Bristol, CT*

- Took on daily classroom teacher responsibilities and duties
- Implemented Connecticut Board of Education Standards, Common Core Standards
- Trained to administer and interpret the DRA
- Trained and executed Leveled Literacy Intervention Reading Program
- Participated in Preschool screening
- Long term positions consisted of Literacy Title 1, First Grade teacher and Third Grade teacher

### Literacy Intern

10/09-06/10

*Stafford Elementary School, Bristol, CT*

- Developed and implemented instructional literacy support for students grades Kindergarten through Fifth
- Collected and analyzed running records and other data to develop instructional reading support for at-risk students grades Kindergarten through Fifth
- Participated in Literacy Night for Title 1 students and their parents

## ADDITIONAL EXPERIENCE

### Volun-teen Coordinator

01/11-05/13

*Gifts of Love, Avon, CT*

- Organized and managed High School volunteers to assist low income families of the Central Connecticut area
- Interacted and assisted individuals and families in Central Connecticut experiencing a financial crisis so that they can achieve and maintain self sufficiency by providing basic needs such as food, clothing and other household items

### Torrington Savings Bank

07/10-09/12

*Mortgage Department/Teller, Torrington, CT*

- Continued to enhance and develop computer skills through processing various transactions
- Maintained and improved organizational and communication skills
- Maintained highest level of confidentiality when dealing with customers and various account sensitive information

# Lauren R. Titus

## **Bristol Boys and Girls Club**

03/10-06/10

*Stafford Elementary School, Bristol, CT*

- Promoted creativity and literary enjoyment through small group oral readings and related art projects

## **Extended Day Program**

11/09-02/10

*Stafford Elementary School, Bristol, CT – Grade 3*

- Conducted small group instruction to enhance CMT skills for Title 1 students and students with special needs

## **Family Study Internship**

02/09-05/09

*Gift of Love, Avon, CT*

- Interacted with low income families to assist in providing basic needs such as food, clothing, and other household items
- Updated new computer programs to facilitate effective communication with low income families
- Launched new computer programs to enhance quality of data entry and record keeping
- Created and applied an application to better assist staff with new clientele

## **Plymouth/Terryville Little League Assistant Tee ball Coach**

06/05-07/05

*Plymouth/Terryville Recreation, Terryville, CT- Ages 5-6*

- Created and taught enjoyable, developmental activities to enhance basic tee ball skills as well as team work and responsibility among children ages five to six years old

## **Independent Study (Nutrition Education)**

04/04-06/04

*Prospect and Plymouth Center Elementary Schools, Terryville/Plymouth, CT-Grades 1-3*

- Established developmentally appropriate nutrition activities for students' grades first through third to enhance general knowledge of nutrition and healthy living

# TERESA VEENSTRA

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## PROFILE

Teacher that has worked with diverse students. Utilizes creative classroom and behavior management strategies. Creates a safe environment in which all students reach success.

## EDUCATION

Masters in Early Childhood Education, Expected in 2015  
Central Connecticut State University, New Britain, CT

Bachelors in Special Education, December 2009  
Saint Joseph College, West Hartford, CT

## CERTIFICATION

Comprehensive Special Education K-12

## TEACHING EXPERIENCE

**Southwest Elementary School, Torrington, CT** **January 2014 - June 2014**  
*4<sup>th</sup> & 5<sup>th</sup> Grade Special Education Substitute Teacher*

- Provide daily academic, behavioral and emotional support to all students
- Collaborate with PPT team, classroom teachers/educational professionals and parents

**Breakthrough Magnet School, Hartford, CT** **August 2012 – June 2013**  
*Elementary Graduate Intern*

- Substitute taught in grades Pre-K to 8<sup>th</sup> grade and instructed Martial Arts classes
- Employed S.T.E.P. strategies in teaching and reinforcing academic concepts/skills

**Southwest Elementary School, Torrington, CT** **November 2010 - April 2011**  
*3<sup>rd</sup> & 4<sup>th</sup> Grade Special Education Substitute Teacher*

- Planned and implemented differentiated Math, Reading, Science/Social Studies lessons
- Utilized Sign Language and Multiple Intelligences to teach concepts

**Waterbury Arts Magnet School, Waterbury, CT** **February 2010-June 2010**  
*9<sup>th</sup> grade Special Education & 6<sup>th</sup> & 8<sup>th</sup> grade Dance Substitute Teacher*

- Delivered daily special education support and instruction in the classroom
- Collaborated and planned lessons with English and Dance teachers

**Bakerville Consolidated School, New Hartford, CT** **November 2009- December 2009**  
**Ann Antolini Elementary School, New Hartford, CT** **August 2009-November 2009**  
*Student Teacher (Special Education 6<sup>th</sup> grade; 1<sup>st</sup> grade)*

- Planned, implemented, assessed and reflected on lesson plans
- Supplied differentiated instruction to meet the needs of all students

**The Gengras Center, West Hartford, CT** **September 2006- July 2010**  
*Teacher Assistant (part -time)*

- Assisted teachers and students (ages 6-21) during lessons and activities
- Effectively communicated with students using Sign Language

# Bethany K. Willard

## Education

Southern Connecticut State University  
Dual Certification Program – Special Education  
Current GPA: 4.0 – graduation pending July 2014  
New Haven, CT

Quinnipiac University  
Masters in the Art of Teaching, May 2011  
Magna Cum Laude  
Hamden, CT

Quinnipiac University  
English, Bachelor of the Arts, May 2010  
Magna Cum Laude  
Hamden, CT

## Education Experience

### **September 2013-May 2014**

Building Substitute  
Southington High School  
720 Pleasant Street  
Southington, CT 06489

### **September 2011-May 2012 (excluding November 15, 2011-February 28, 2012)**

Building Substitute  
DePaolo Middle School  
385 Pleasant Street  
Southington, CT 06489

### **November 15, 2011-February 28, 2012**

Long-Term Substitute – 6<sup>th</sup> Grade Language Arts  
DePaolo Middle School  
385 Pleasant Street  
Southington, CT 06489

### **December 2010-June 2011 (excluding 10 weeks of student teaching) DePaolo Middle School**

Intern/Building Substitute  
DePaolo Middle School  
385 Pleasant Street  
Southington, CT 06489

### **Student teaching under John Bores - February 2011-April 2011**

Southington High School  
720 Pleasant Street

Southington, CT 06489

**March 2008-August 2010**

Assistant Teacher

Pumpkin Patch Childcare Center

1137 West Street Southington, CT 06489

(860) 628-7900

Responsibilities: create lesson plans for children ages six weeks to twelve years based on goals set by the childcare center, create a positive learning environment, classroom management, work cooperatively with co-workers, communicate regularly with parents/administration/staff, complete and organize daily paperwork, emergency services (calling 911, performing CPR if necessary, etc.)

**Non-education Work Experience**

**May 2014 – Present**

Direct Care Counselor

91 Northwest Dr.

Plainville, CT 06062

**May 2012-June 2013**

Sales Agent

The Hartford Insurance Group

1 Griffin Road N.

Windsor, CT 06006

Responsibilities include: answering phone calls, assisting with customer's needs, providing relevant information, educating the customer about insurance, underwriting

APPENDIX B – Seamless Learning Grant Proposal  
RFP #078

**A. Proposal Abstract:** The proposal abstract may not exceed one page and should provide a summary of the major components of the project design.

The Bristol School District is seeking a \$20,000 grant *Seamless Learning* opportunities for homeless students; the cash match is \$5000 from the Title I, Part A grant. We have a need for funding to provide additional, needed programs and services to our homeless students. The poverty rate and unemployment rate have risen substantially in recent years putting additional economic stress on families. Since 2008, the average number of homeless students per year is nineteen. However, this is a static count on October 1 of the school year. Throughout the year, families become homeless and needs change continually. Additionally, local school funding remains flat for the fourth year in a row and Bristol has lost status as a priority school district. These two financial situations have resulted in a reduction in teacher and administrative positions and elimination or reduction in programs for students. For these reasons, our need for these funds to support our homeless students has been critical.

In this proposal, our objectives are to ensure school attendance, ensure maintenance or acceleration of academic skills, provide a safe and secure environment beyond the school day and beyond the school year for homeless elementary students, and to facilitate services for students and collaboration among community agencies through the work of a homeless coordinator. We propose to use funds to purchase needed school supplies and clothes so that students can attend school prepared, to provide supplemental tutoring to assist students with maintenance and acceleration of learning, to fund summer and vacation programs for homeless elementary students to provide a safe and secure environment, and to fund transportation for tutoring and summer/vacation/tutoring programs. A key component of this request is to use funds to hire a homeless coordinator to coordinate and arrange services for students, such as before and after school care, and to collaborate with community agencies and programs to provide additional resources and supports for our homeless students and families.

**C. Budget Packet**

ED 114 BUDGET FORM

The applicant must complete the following ED 114 Budget Form with anticipated line item total expenditures FY 2012-13. Successful grantees will submit a new ED 114 State Budget Form and Budget Alignment and Justification page for Year 2 (2013-14) and Year 3 (2014-15) at the beginning of each fiscal year. Indirect costs (940) will be considered only for eligible grantees.

APPLICANT NAME:	<b>Bristol Public Schools</b>	TOWN/AGENCY CODE: 017
GRANT TITLE:	<b>McKinney-Vento</b>	
PROJECT TITLE:	<b>Education of Homeless Children and Youth</b>	
ACCOUNTING CLASSIFICATION: <b>FUND: 12060 SPID: 20770 YEAR: 2015 PROG: 82079 CF1: CF2:</b>		
GRANT PERIOD: <b>07/01/2014 – 06/30/2015</b>	AUTHORIZED AMOUNT:	
AUTHORIZED AMOUNT BY SOURCE:		
LOCAL BALANCE:	CARRY-OVER DUE:	CURRENT DUE:
\$		
<b>CODES</b>	<b>DESCRIPTIONS</b>	<b>BUDGET AMOUNT</b>
100	Personal Services - Salaries	\$11,597
200	Personal Services - Employee Benefits	\$1,272
300	Purchased Professional and Technical Services	\$1,600
400	Purchased Property Services	0
500	Other Purchased Services	\$1,150
600	Supplies	\$4,381
700	Property	0
800	Other Objects	0
940	Indirect Costs	0
<b>TOTAL</b>		<b>\$20,000</b>
Original Request Date: 6.30.2014		
Revised Request Date:	<i>Connecticut State Department of Education Program Manager Authorization</i>	<i>Date of Approval</i>

BUDGET ALIGNMENT AND JUSTIFICATION  
McKinney-Vento EHCY Funds

**Applicant Name:**     Bristol Public Schools    

Line Items	Description	McKinney-Vento EHCY Request	Objective #
100	Teacher tutors – 100 hours at \$31.15/hour = \$3,115 Grant coordinator – 200 hours at \$31.15/hour = \$6,230 0.05 FTE grant clerk = \$2,252	<b>\$11,597</b>	A A,B,C,D
200	Employee benefits: 0.05 FTE grant clerk	<b>\$1,272</b>	D
300	Before/after care, summer camp, vacation program tuition	<b>\$1,600</b>	C
400			
500	Pupil transportation for before/after school tutoring, summer camp, vacation programs	<b>\$1,150</b>	B, C
600	School supplies and clothing	<b>\$4,381</b>	A,C
700			
800			
940			
	<b>TOTAL</b>	<b>\$20,000</b>	

BUDGET ALIGNMENT AND JUSTIFICATION  
Program Matching Funds

**Applicant Name:**     Bristol Public Schools    

Line Items	Description	Cash Match Source and Amount	Objective #
100	Teacher tutors – 160.5 hours at \$31.15/hour = \$5,000	<b>Title I, Part A \$5,000</b>	B
200			
300			
400			
500			
600			
700			
800			
940			
	<b>TOTAL</b>	<b>\$5000</b>	

MEMORANDUM

TO: Ellen Solek, Ed.D. - Superintendent of Schools  
FROM: Sam Galloway, Director of Human Resources  
SUBJECT: Teacher Hiring Overview for School Year 2014-2015

40 New Hires as of August 29, 2014

<u>Male</u>	<u>Female</u>	<u>Type of Certificate</u>
4	36	Initial – 25 Provisional – 8 Professional – 6 Pending - 1

Residence

Bristol – 11 (28%)	Southington – 6
Cheshire – 1	Terryville - 3
Hebron – 1	Thomaston – 1
Manchester – 1	Torrington - 1
Newington - 1	West Hartford – 1
Oakville – 1	Waterbury – 1
Plainville – 3	Watertown - 1
Plantsville - 1	Wolcott - 2
Redding - 1	Weatogue – 1
Rocky Hill - 1	Unionville - 1

Highest Degree Held

BA – 4	BS - 10
MA – 12	MS - 10
6 <sup>th</sup> year - 4	

Teacher overview page 2

	DEGREE	BA/BS COLLEGE	MA/MS COLLEGE	6th YEAR COLLEGE
1	BA	SCSU		
2	BS	ST JOSEPH		
3	MA	ST JOSEPH BS	ST JOSEPH	
4	MA	SCSU BS	U. BRIDGEPORT	
5	MA	CCSU BS	ST JOSEPH	
6	MA	SUFFOLK U. BA	UCONN	
7	MS	CCSU BS	CCSU	
8	MS	CCSU	CCSU	
9	MS	MANHATTAN BS	CCSU MS SYRACUSE MS	
10	MS	CCSU BS	CCSU	
11	MS	CCSU BS	CCSU	
12	BA	ST MICHAELS		
13	MA	CCSU BS	POST U.	
14	MA	CCSU BA	ST JOSEPH	
15	BS	CCSU		
16	6TH	SCSU BA	SCSU MS	SCSU
17	MS	SACRED HEART BS	RENSSELAER	
18	BS	CCSU		
19	BS	ECSU		
20	MA	ASSUMPTION BA	ST JOSEPH	
21	BS	CCSU		
22	6TH	ECSU BA	CCSU MS	SCSU
23	6TH	U. MA AMHERST BA	LEHMAN COLL. MA	SCSU
24	BS	CCSU		
25	6TH	U. VERMONT BA	SACRED HEART MA	SACRED HEART
26	BA	ST JOSEPH		
27	BA	ASSUMPTION		
28	MS	U. NEW YORK BS	SACRET HEART	
29	MS	SALVE REGINA BA	SCSU	
30	BS	KEANE STATE		
31	BS	CCSU		
32	MA	U VERMONT BA	UCONN	
33	MS	ECSU BA	U. BRIDGEPORT	
34	MA	QUINNIPIAC BA	QUINNIPIAC	
35	MA	ST JOSEPH BA	H. HARTFORD	
36	MS	ST JOSEPH BA	SCSU	
37	BS	SALVE REGINA		
38	MS	BRIGHAM YOUNG BS	AMERICAN COLLEGE	
39	MA	U. CENTRAL FL BS	U. CENTRAL FL	
40	BS	WESTERN NEW ENGLAND U.		

## Community Relations

### Advertising and Promotion

**Purpose:** The purpose of this policy is to provide guidelines for advertising or promoting of products or services to students/staff or parents in the schools by the school staff, or any affiliated organization.

The Bristol Board of Education recognizes that advertising and marketing are pervasive in 21<sup>st</sup> century America. That being the case, the schools cannot hope to remain totally immune. However, since school districts are public institutions, fully supported by public taxes, the Board wishes to avoid distraction or disruption to the education process and to protect students and their families from exploitation by private interests including, but not limited to commercial, cultural, economic, environmental, organizational and political exploitation. It is the purpose of this policy to set forth regulations that will insure that any advertising or promoting of products or services that takes place in the Bristol schools is done so in a manner consistent with this policy. Acting through the Superintendent (or his/her designee), the Board of Education may approve advertising or promoting of products or services in school district facilities or on school district property. Any approval will state precisely where any such advertising or promotional materials may be placed. Advertising or promotional materials will not be allowed outside the specific area approved by the Board of Education.

For the purpose of this policy "advertising" is defined as allowing for profit companies or organizations access to students, staff and/or parents in exchange for money, service, material, or other intangibles, and "promoting products and services" is defined as providing such access without providing such remuneration.

Policy Adopted: July 7, 1993  
Policy Revised: November 8, 2000  
Policy Revised: April 5, 2006

BRISTOL PUBLIC SCHOOLS  
Bristol, Connecticut

## Community Relations

### Advertising and Promotion

**Restrictions:** The following restrictions shall apply to all advertising or promotional materials. Advertising and/or promotional materials shall not:

1. Promote hostility, disorder or violence.
2. Attack ethnic, racial or religious groups.
3. Discriminate, demean, harass or ridicule any person or group of persons on the basis of any protected characteristic, including gender, race, religion, disability or sexual orientation.
4. Be libelous or slanderous.
5. Inhibit the functioning of the school and/or school district.
6. Override the school/school district identity.
7. Promote, favor or oppose the candidacy of any candidate for election, adoption of any bond/budget issues or any public question submitted at any general or municipal election.
8. Be vulgar, obscene or pornographic as determined by the Superintendent or his/her designee.
9. Promote the use of drugs, alcohol, tobacco, firearms, or certain products that create community concerns.
10. Promote any political organization or candidate.
11. Use any District or school logo without prior approval.

### Disclaimer:

The inclusion of advertisements or promotional materials in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, organization or activity.

### Permission:

(Cross reference Fundraising Policy #1324 for limited exceptions).

Any proposed advertising or promotional materials must be approved in advance and in writing by the Superintendent. Such advertising or promotional materials shall be limited to a location or locations designated by the Superintendent or his/her designee, and neither the school mail system, school offices or classroom distribution shall be permitted for such advertising or promotional materials. Notwithstanding the foregoing, with the prior approval of the Superintendent, the school mail system, school offices and/or classroom distribution may be permitted for promotional material from the Board itself or from the following groups\* directly affiliated with the Bristol Public Schools: the City of Bristol, the PTA/PTO for the building in question, and/or any before- or after-school programs sponsored by the Bristol Public Schools. The Superintendent may, at her/his discretion, refer any proposed advertising to the Board of Education for its approval. Any arrangement that calls for the district to enter into a formal contract must be approved by the Board of Education.

## Community Relations

### Advertising and Promotion Regulations (Con't)

#### Advertising Events

##### All advertising proposals must include the following information:

1. A description of the product/event being advertised.
2. A description of the manner in which the product/event is to be advertised.
3. A complete description of the obligations of the school and/or district.
4. A complete description of the obligations of the sponsor.
5. The length and terms of the agreement.
6. Proposed use of money, services or material received by the school and/or district.

The Bristol Board of Education reserves the right to initiate and approve an advertising arrangement.

#### Procedures Following Approval of Advertising

1. All posted notices must be approved by the building principal prior to display.
2. Postings must be displayed in accordance with local fire codes.
3. Postings may be limited to certain areas of the school and of a size no larger than 8 <sup>1</sup>/<sub>2</sub> x 11 inches as designated by the building principal.
4. The morning announcements should be the primary vehicle for notice of meetings.

#### Funds Management

Advertising revenues must be accounted for and reported to the Board of Education. Each school must submit an annual report concerning advertising revenues and how they were utilized to the Superintendent or designee. The Superintendent or designee shall submit an annual report to the Board of Education regarding all district and school advertising revenue including how such revenue was expended.

For purposes of this section, advertising revenues are defined as any money, service or material received by the school and/or district in return for allowing the advertising.

In general, revenue shall be used for purpose(s) stated in the application; however, the Board of Education reserves the right to allocate any revenue in the manner it sees fit.

#### Legal Reference:

*\*Child Evangelism Fellowship of Maryland, Inc. v. Montgomery County Public Schools*

Regulation Adopted: July 7, 1993  
 Regulation Revised: November 8, 2000  
 • Regulation Revised: April 5, 2006

BRISTOL PUBLIC SCHOOLS  
 Bristol, Connecticut

ADVERTISING PROPOSAL

Name of School: \_\_\_\_\_

Representative: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Product Being Advertised \_\_\_\_\_

\_\_\_\_\_

Manner in Which Product is to be Advertised \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Obligations of School and/or District \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**1325 Exhibit 2**

Obligations of the Sponsor (value) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Length of Agreement \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Proposed use of Money, Service, or Material \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

School:

Date:

\_\_\_\_\_

## **Community Relations**

### **Advertising and Promotion**

**Purpose:** The purpose of this policy is to provide guidelines for advertising or promoting of products or services to students/staff or parents in the schools by the school staff, or any affiliated organization.

The Bristol Board of Education recognizes that advertising and marketing are pervasive in 21<sup>st</sup> century America. That being the case, the schools cannot hope to remain totally immune. However, since school districts are public institutions, fully supported by public taxes, the Board wishes to avoid distraction or disruption to the education process and to protect students and their families from exploitation by private interests including, but not limited to commercial, cultural, economic, environmental, organizational and political exploitation. It is the purpose of this policy to set forth regulations that will insure that any advertising or promoting of products or services that takes place in the Bristol schools is done so in a manner consistent with this policy. Acting through the Superintendent (or his/her designee), the Board of Education may approve advertising or promotion of products or services in school district facilities or on school district property. Any approval will state precisely where any such advertising or promotional materials may be placed. Advertising or promotional materials will not be allowed outside the specific area approved by the Board of Education.

For the purpose of this policy “advertising” is defined as allowing for-profit companies or organizations to ‘promote their brand’ in exchange for money, service, material, or other intangibles, and “promoting products and services” is defined as providing such access without providing such remuneration by the school and/or district.

**Regulations to guide advertizing in the Bristol Public Schools have been crafted to insure donor compliance with all related Board of Education policies.**

Policy Adopted: July 7, 1993  
Policy Revised: November 8, 2000  
Policy Revised: April 5, 2006  
Policy Revised:

BRISTOL PUBLIC SCHOOLS  
Bristol, Connecticut

**Advertising and Promotion**

**It is the policy of the Bristol Board of Education that students must be protected from possible exploitation in advertizing or promotion of the interests of individuals, non-school agencies, organizations or businesses. Within that context:**

- 1) Schools may cooperate in furthering the work of a local non-profit, community-wide social service agency; provided such cooperation does not restrict or impair the educational program of the school.**
- 2) Schools may, upon the approval of the Board of Education, through their designee the Superintendent of Schools, cooperate with any agency in promoting activities in the general public interest that promote the education and best interest of students.**
- 3) No advertising materials may be posted or distributed to students which are contrary to Board of Education policies related to:
  - a. age appropriate content;
  - b. promotion of illicit drugs, alcohol, tobacco or firearms or other weapons;
  - c. promotion of aggressive behavior or violence;
  - d. passive or active ethnic, religious, racial or gender bias, discrimination, harassment or ridicule or any other protected classes;
  - e. vulgar, obscene or pornographic materials;
  - f. promotion of political candidates;
  - g. inhibiting the functioning of the school;
  - h. using of any district or school logo without prior consent;
  - i. overriding the identity of the school and/or district; and/or
  - j. violating of any local, state or federal statutes.

**Disclaimer:**

The inclusion of advertisements or promotional materials in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, organization or activity.

**Permission:**

(Cross reference Fundraising Policy #1324 for limited exceptions).

Any proposed advertising or promotional materials must be approved in advance and in writing by the Superintendent. Such advertising or promotional materials shall be limited to a location or locations designated by the Superintendent or his/her designee, and neither the school mail system, school offices or classroom distribution shall be permitted for such advertising or promotional materials. Notwithstanding the foregoing, with the prior approval of the Superintendent, the school mail system, school offices and/or classroom distribution may be permitted for promotional material from the Board itself or from groups directly affiliated with

## Community Relations

### Advertising and Promotion Regulations Con't

the Bristol Public Schools: the City of Bristol, the PTA/PTO for the building in question, and/or any before or after school programs sponsored by the Bristol Public Schools. The Superintendent may, at her/his discretion, refer any proposed advertising to the Board of Education for its approval. Any arrangement that calls for the district to enter into a formal contract must be approved by the Board of Education.

### Advertisements on Donated Goods

**The school district may accept donated goods including equipment that will benefit the educational program of our students. However, it is not the intent of these regulations to have private donors supplant the obligation of local taxpayers to provide a comprehensive education to its students.**

**A donor may request that their 'brand', individual or corporate name be affixed to their donation. Current fair market value of donated items will be determined to establish a minimum threshold to allow individual, group or corporate advertizing on their donation.**

**All donations that come with a request for advertising by an individual or business must include the following information [See DONATION FORM attached to this regulation]:**

1. A description of the product/event being donated/advertised.
2. A description of the manner in which the product event is to be advertised.
3. A complete description of the obligations of the school and/or district.
4. A complete description of the obligations of the sponsor.
5. The length and terms of the agreement.
- 6. The value of the product donated.**
7. Proposed use of money, services or material received by the school and/or district.
- 8. Plan for upkeep of the donated material or equipment.**

The Bristol Board of Education reserves the right to initiate and approve an advertising arrangement.

### Procedures Following Approval of Print Advertising

1. All posted notices must be approved by the building principal prior to display.
2. Postings must be displayed in accordance with local fire codes.
3. Postings may be limited to certain areas of the school and of a size no larger than 8 ½ x 11 inches as designated by the building principal.
4. The morning announcements should be the primary vehicle for notice of meetings.

**Community Relations****Advertising and Promotion Regulations Con't****Uniform Pricing for Advertisements**

**The Board of Education, through their agent the Superintendent of Schools, will establish rates for advertising on an annual basis. Examples of such advertizing would include, but are not limited to banners displayed on fences, within gymnasiums or on equipment.**

**Funds Management**

Advertising revenues must be accounted for and reported to the Board of Education. Each school must submit an annual report concerning advertising revenues and how they were utilized to the Superintendent or designee. The Superintendent or designee shall submit an annual report to the Board of Education regarding all district and school advertising revenue including how such revenue was expended.

For purposes of this section, advertising revenues are defined as any money, service or material received by the school and/or district in return for allowing the advertising.

In general, revenue shall be used for purpose(s) stated in the application; however, the Board of Education reserves the right to allocate any revenue in the manner it sees fit.

## Policy Citations:

Donations, Gifts and Bequests 3280

## Legal Reference:

*\*Child Evangelism Fellowship of Maryland, Inc. v. Montgomery County Public Schools*

Regulation Adopted: July 7, 1993  
Regulation Revised: November 8, 2000  
Regulation Revised: April 5, 2006

BRISTOL PUBLIC SCHOOLS  
Bristol, Connecticut

Regulation Revised:

**Bristol Public Schools  
Bristol Connecticut**

**Bristol Board of Education – Donation/Advertising Approval Form**

Directions: This form should be used when an individual, service group or private corporation seeks to make a donation to the school district or a particular school or school district program.

Name of potential donor: \_\_\_\_\_

Item(s) to be considered for donation/advertisement: \_\_\_\_\_

\_\_\_\_\_

School or program to receive donation/advertisement: \_\_\_\_\_

Appraised/market value of donation: \_\_\_\_\_

Does the donor want to include their name, corporate name or other branding on the donated item?  Yes [*If yes, please respond to the statements below.*]  No.

1. A description of the product/event being advertised.
2. A description of the manner in which the product/event is to be advertised.
3. A complete description of the obligations of the school and/or district. [maintenance requirements, future fees, etc. ...]
4. A complete description of the obligations of the donor/sponsor. [Installation, transportation and delivery, etc. ...]
5. The length and terms of the agreement to accept this donation. [life expectancy of item, term such as one season, specific school year ...]
6. Proposed use of money, services or material received by the school and/or district.
7. Plan for upkeep of the donated material or equipment.

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

Accepted

Declined