MISSION STATEMENT
Our mission is to develop in all children the knowledge, skills, attitudes and values which will enable them to live a productive and self-fulfilling life and engage in responsible citizenship in a global society.

2018-2019 Danbury Board of Education Goals
Goal 1: Growth in Student Learning and Achievement and College and Career Readiness for All Students
Goal 2: Family and Community Engagement
Goal 3: Fiscal Responsibility and Planning for Growth
Goal 4: Professionalism, Accountability, and Organizational Learning

AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL
Rachel Chaleski, Gladys Cooper, Richard Hawley, Richard Jannelli, Patrick Johnston, Frederick Karrat, David Metrena, Kathleen Molinary, Emanuela Palmares, Farley Santos, Amy Spallino

IV. RECOGNITIONS
Attendance Awareness Month ......................................................... 18-100(pg.3)

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

VI. CONSENT CALENDAR
MOTION - that the Board of Education approve the items on the Consent Calendar, Exhibit 18-101, as recommended:

MINUTES
9/12/18 Board Meeting ...................................................................... 18-101(pg.4)

VII. EMPLOYEE REPRESENTATIVE (SPOTLIGHT YOUR SCHOOL)
Great Plain School

VIII. STUDENT REPRESENTATIVES (2nd Board Meeting each month)
DHS: Jazlyn Torres, President; Alisha Naglarsheth, Vice President; Gabrielle D’Ostilio, Secretary; Joanna Wenchell, Treasurer.
ACE: Chelsea Wilhelmsson

IX. PRESENTATION
Anne Mead & Kim Morgan – United Way Park Avenue Project ........................................ 18-102(pg.10)
X. ACTION ITEMS
A. 2018-2019 Alliance Grant
   MOTION: that the Board of Education approve the 2018-2019
   Alliance Grant for submission to the State Department
   of Education, in accordance with 18-103(pg.12)

B. June 2018 – End of Year Operating Results Analysis (Grants/Projects)
   MOTION: that the Board of Education accept the 2018 End of Year
   Operating Results Analysis (Grant/Projects)
   in accordance with 18-104(pg.13)

C. 2019-2020 School Calendar
   MOTION: that the Board of Education approve the 2019-2020
   School Calendar, in accordance with 18-105(pg.16)

XI. SUPERINTENDENT’S REPORT
A. Enrollment/Budget Update
B. Transportation Update
C. Facilities Update

XII. DISCUSSION
Draft 2018-2019 Goals 18-106(pg.17)

XIII. INFORMATION
A. Agreement for Child Nutrition Programs 18-107(pg.20)
B. Danbury Works Initiative, September 28th, 5:00-9:00 pm 18-108(pg.35)
C. Testing report scheduled for October 10th Board Meeting

XIV. BOARD CHAIRPERSON’S REPORT
A. CABE/CAPSS Convention, November 16-17, 2018, Groton, CT 18-109(pg.36)

XV. BOARD REPORTS, COMMUNICATIONS AND COMMENTS

XVI. EXECUTIVE SESSION
   MOTION: that the Board of Education convene in Executive Session for the purpose
   of discussing contract negotiations with the Danbury Schools
   Administrators Association (DSAA)

XVII. PUBLIC SESSION

XVIII. ADJOURNMENT

FUTURE MEETINGS AND DATES TO REMEMBER
September 25 One-hour early release for students/PD
September 26 Board of Education Meeting, 7:00 pm
September 28 Professional Development, early dismissal
October 1 Citywide PTO Meeting, 6:30 pm
October 8 PD Day, Schools Closed, except for HA, PE & BMS
October 10 Board of Education Meeting, 7:00 pm
October 16 One-hour early release for students/PD
October 23 One-hour early release for students/PD
October 24 Board of Education Meeting, 7:00 pm
Mayor's Proclamation

Be it hereby known to all that:
The Mayor and the Citizens
of the City of Danbury

PROCLAIM
SEPTEMBER AS

ATTENDANCE AWARENESS MONTH

WHEREAS: Attendance is essential to student achievement and graduation, for this reason we take the month of September to bring attention to reducing chronic absenteeism rates; and

WHEREAS: Chronic absence, or missing ten percent or more of school for any reason, or just two of three days a month, is a proven predictor of academic trouble and dropout rates. Chronic absence also predicts lower reading proficiency, course failure, and eventual dropout; weakening our communities and our local economy; and

WHEREAS: Improving attendance and reducing chronic absence takes commitment, collaboration and tailored approaches to the challenges and strengths in each community. Absenteeism also undermines efforts to improve struggling schools since it's hard to measure improvement in classroom instruction if students are not in class to benefit from them; and

WHEREAS: Attendance gaps among groups of students often turn into achievement gaps. The impact of chronic absence hits students in low-income communities, and children of color, particularly hard. Chronic absence exacerbates the achievement gap since students from low-income communities are both more likely to be chronically absent, and more likely to be affected academically by missing school; and

WHEREAS: Chronic absence can be significantly reduced when schools, families, and communities work together to monitor and promote good attendance, and address hurdles that keep children from getting to school. Attendance Awareness Month encourages broad community engagement and sustained civic action so that families can get their children to school every day.

THEREFORE, be it resolved that I, Mark D. Boughton, as Mayor of the City of Danbury, do hereby proclaim September as Attendance Awareness Month, and we support the initiative's efforts to bring attention to the importance of school attendance.

Signed this 1st Day of September, 2018
In the City Hall
Danbury, Connecticut

Mark D. Boughton
Mayor

Exhibit # 18-100
DANBURY BOARD OF EDUCATION MEETING MINUTES
WEDNESDAY, SEPTEMBER 12, 2018- 7:00 PM
Administrative Center, 63 Beaver Brook Road

CALL TO ORDER
The Chairperson, Patrick Johnston, called the meeting to order at 7:02 pm. and those assembled recited the Pledge of Allegiance.

ROLL CALL
Present: Rachael Chaleski, Gladys Cooper, Patrick Johnston, Frederick Karrat, David Metrena, Kathleen Molinaro, Emanuela Palmares, Amy Spallino, Farley Santos (7:49 pm)

Absent: Richard Hawley, Richard Jannelli

Also Present: Sal Pascarella, Kevin Walston, Kim Thompson, Kelly Truchsees (8:05 pm), and Joe Martino

RECOGNITIONS

Ellen Meyer, 2018 Teacher of the Year
Dr. Edie Thomas, principal at Broadview Middle School introduced Ms. Meyer. She said you can see her car in the parking lot at 6:30 am in the morning and after 5:00 pm in the evening. She is a dedicated teacher and doesn’t let the kids quit. She led a math team against Brookfield, Newtown, and Ridgefield that won first place. On Friday she is representing our district at the state level. Michael McLachlan, State Senator, and Michael Ferguson, State Representative, presented Ms. Meyer with a plaque and thanked her for the 25 years that she gave to the students in the Danbury Public School system.

The Board applauded Ms. Meyer and thanked her for her dedication to students.

Dr. Pascarella said that Connecticut is made up of 169 towns and all of their teachers submit applications. She is going to represent us at the State level.

DHS Freshman, Khushi Parikh, one of the top 300 MASTERS in a national science competition
Dr. Frank LaBanca introduced Khushi Parikha. He said she is a freshman this year at Danbury High School. She was recognized last year as one of the top 300 Masters in a national science competition that drew more than 2,500 entrants when she was at Westside Middle School. Dr. LaBanca said he looks forward to seeing the work she does at Danbury High.

Khushi asked if she could address the Board. She told them her project belongs to her many family members who helped her out so much. She said her project was, “Image Recognition to Diagnose Lyme Disease.” She told the Board that she designed a software application that can detect Lyme disease from a photo image of a rash with 90% accuracy. She said in the future, from a special type rash, medical people would be able to diagnose the disease. There are 15,000 people that have Lyme in the New England area. She told the Board she is thankful to be given the opportunity to be here tonight to tell them about her project. Dr. LaBanca said they always have projects going on at Westside. He has even been invited by a group of students to participate in one of their projects. He said he found it very enjoyable. He also added that they are the highest performing school on projects at the State level.
PUBLIC PARTICIPATION
Mr. Will Love, founder of Danbury area justice network and local activist, told the Board that he felt the teachers, particularly at the elementary level, are not properly trained to work with children of same sex families, children that are gender non-conforming or transgender. They need to be in a safe environment and he would like to see professional development training in this area.

The Superintendent, Dr. Pascarella, introduced Mr. Kevin Walston, Assistant Superintendent for Schools and District Development, and Dr. Kara Casimiro, Director of Instruction and Assessment. The Board welcomed them.

CONSENT CALENDAR

MOTION - David Metrenera moved, seconded by Kathleen Molinaro that the Board of Education approves the items on the Consent Calendar, Exhibits 18-91 through 18-93, as recommended:

Ms. Rachael Chaleski told the Board that she wants to make a motion to amend the Special Meeting Minutes, Exhibit 18-93, dated July 11, 2018, to include the following:

Presentations were made on behalf of the administration and grievant. Testimony was heard by Kathleen Kennedy. The unanimous consensus of the Board was to deny the grievance filed and authorized Thomas Mooney to issue a written decision on this matter on behalf of the Board.

MOTION – Rachael Chaleski moved, seconded by Manuela Palmares, that the Board of Education accept the amended Minutes of the Special Meeting held on July 11, 2018.

MINUTES
6/27/18 Superintendent Evaluation Meeting
6/27/18 Board Meeting
7/11/18 Amended Special Board Meeting

Motion carried at 7:21 pm.

EMPLOYEE REPRESENTATIVE (SPOTLIGHT YOUR SCHOOL)

Discuss Spotlight Your School Schedule
Dr. Pascarella referred the Board to Exhibit 18-94, “Spotlight your School Schedule.” And asked if the Board members would like to follow the schedule of meeting every two months at a school that is spotlighted for that date. Having the Board meeting at the school was suggested at the last Board meeting. The consensus was not to do that for several reasons. One is the logistics, and several Board members felt if it was at a particular school, only the parents in that district would probably attend. You would not get a cross-section of people to attend Board meetings. Dr. Pascarella agreed that it would be difficult. Some of the ideas were to do it three times a year; spend an hour at the school before the Board meeting or have an optional tour of the school in the morning.

Ms. Palmares told the Board that the Adult Education Program needs to be spotlighted as well and asked if it could be added. The Superintendent said he would find a way to include them. Since the majority of the Board members were not in favor of the new schedule, Dr. Pascarella said they would modify it. Mr. Martino responded maybe we could have the Sites and Facilities meetings at different schools.
STUDENT REPRESENTATIVES
The Chairperson, Mr. Johnston mentioned to the Board that the Student Representatives would be attending the second Board meeting each month.

PRESENTATION - None

ACTION ITEMS

Healthy Food Certification (beverages)

MOTION: David Metreana moved, seconded by Gladys Cooper that the Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the beverage sales.

Motion carried at 7:30 pm.

June 2018 – End of Year Operating Results Analysis (General Fund)

MOTION: David Metreana moved, seconded by Rachael Chaleski that the Board of Education accept the 2018 End of Year Operating Results Analysis (General Fund)

Mr. Martino told the Board that during the month of June 2018, the District expended $1,498,305 resulting in a fiscal year-to-date expenditure value of $123,896,276. Which represents 96.6% of the General Fund total budget.

Mr. Martino told the Board that we closed in the black this year. Ms. Cooper asked about the portable classrooms and he said they are moving along. The foundations are in and the Fire Marshal has given approval. There are 8 portables at Westside.

The Board applauded Mr. Martino for closing the budget in the black.

Motion carried at 7:32 pm.

SUPERINTENDENT'S REPORT

Start of School Update
The Superintendent said there was a little difficulty at the start of school. The issues we are having are all transportation. We are having problems with bus stops. The heat also added to the problem with the start of school. If it is 95/96° we make the determination to dismiss early. Danbury High School’s schedule went well. Some staff resigned the first week of school and we have to fill those jobs.

Dr. Pascarella thanked the teachers for all they did for the students during the heat wave we experienced.
Enrollment Update
The Superintendent told the Board we now have 11,572 students in our district. The Facilities Committee has to meet to strive for classes of 22-23, 24-26. The high school graduation requirements also need to be discussed. We have to look at math and science which is going to be a challenge. Mr. Martino told the Board about some increases in enrollment. Schools that experienced increases are Mill Ridge Primary, Park Avenue, Stadley Rough, grade 8 at both Broadview and Rogers Park, grade 6 at Westside, a slight increase at Danbury High and ACE. Dr. Pascarella said that the Reception Center on Osborne Street were processing 40-50 students on the Friday before school started. Without that Department, we would have had 75-100 students not in school.

Ms. Palmares asked about tutors. She said special needs students get paired up with a tutor, then they get shifted. Ms. Thompson explained the situation with tutors and mentioned that it is not our highest paid group.

Hiring Update
Ms. Thompson said we had 110 new hires, which is just about right. She told the Board that she was very pleased with the level of staff in her office. We have turned around quicker this year than last. Resignations at the end of the school year was a problem. We are still doing hiring in science. We have been advertising we pay subs $100 per day. We reached out to people that came back as subs. We need to do some more training, which is a work in process. The summer schools were held in a few locations this year. We have some other challenges for that for next year. I will probably be able to give you a demographic overview in October.

Dr. Pascarella said that Kristen Bradley is the Interim Principal at Morris Street; Marnie Durkin is Interim Principal at Ellsworth; Michelle Tarsi is the Interim Assistant Principal at Park Avenue for the balance of the year.

2019-2020 Draft School Calendar
Mr. Walston called the Board’s attention to Version J - 9/11/18 draft calendar. He spoke about the added one-hour early release days on this Version; September 24, May 19 and June 17. A discussion ensued about not having school on Veterans Day, November 11th. Board members commented on whether schools should be in session. A Board member commented if they are not in school that day then the parents should tell them about the holiday. Ms. Palmares asked Dr. Pascarella if he would be commemorating the holiday.

DISCUSSION - None

INFORMATION

2018-2019 Alliance Grant
Mr. Martino said we have had this grant for 6-7 years. It is $9.4 million dollars and it is a new model. He told the Board that Kara Casimiro and Kevin Walston have been working on the grant for the last month. Mr. Martino mentioned that the Priority Grant is $1.6 million, and he will know more about the Title I grant next week.
BOARD CHAIRPERSON'S REPORT
CABE/CAPSS Convention, November 16-17, 2018, Groton, CT
The Chairperson said that the CABE/CAPSS Convention this year will be in Groton, CT and that more information about the Convention will be given to the Board.

Mr. Johnston read the following e-mail that he received from Richard Jannelli who could not be here tonight: “As you know due to the constant increase in enrollment of our students this is creating a space problem in the schools and I am also concerned about a safety issue. Therefore, as Chair can you make as a Board goal, which coincides with the Superintendent’s goal, that we through the Sites and Facilitates Committee research this problem and by end of the year come up with a proposal to the Board that we can study which will satisfy this problem? Thanks, Richard”.

BOARD REPORTS, COMMUNICATIONS AND COMMENTS
Ms. Chaleski said that there will be a workshop with guest speaker, Thomas Hennick, who is a Public Information Officer, at City Hall on September 20th from 6:30-8:00 pm to discuss Connecticut Freedom of Information Commission.

Ms. Cooper asked if the Superintendent’s Evaluation Committee meeting could meet before the Board Meeting on September 26th. She said that it was important that they meet before they actually get into the evaluation. The Chairperson said the meeting will be at 5:30 pm on September 26th.

Ms. Palmares said there will be an “American Dream Award” Awards Gala on September 22 at the Amber Room. They expect about 400 people to attend.

Ms. Palmares told the Board that over the summer at a community meeting, a parent approached her to discuss the lunch policy at the schools pertaining to when a student does not have money for lunch or hasn’t paid.

Ms. Spallino mentioned to the Board that Debbie Irving wrote a book, “Waking up White.” The session was so good, with a large turnout, that she is offering three more sessions as part of the series in Windsor, Ct. on September 17 and 24 and October 1st. If anyone is interested, they should contact Anne Mead.

Mr. Santos thanked the Board and community members for their support when his family experienced the loss of their child.

EXECUTIVE SESSION

MOTION: K. Molinaro moved, seconded by F. Santos that the Board of Education convene in Executive Session for the purpose of discussing collective bargaining discussions with School Lunch Personnel, Teamsters Local Union No. 688; Safety Advocates, Teamsters Local Union 677; and pending litigation, with possible action in Public Session.

Motion carried at 8:18 pm.

Present: Rachel Chaleski Gladys Cooper
Patrick Johnston Fred Karrat
David Metrena Kathleen Molinaro
Emanuela Palmares Farley Santos
Amy Spallino
Also Present:  Sal Pascarella and Kevin Walston, Joe Martino, Kim Thompson, Kelly Truchsess from Administration.

Absent:  Richard Hawley  Richard Jannelli

The Chair called the Executive Session to order at 8:21 pm and turned the meeting over to Kim Thompson.

PUBLIC SESSION

K. Molinaro moved, seconded by E. Palmares, that the Board of Education return to Public Session.

Motion passed unanimously at 9:01 pm.

MOTION:  D. Metrena moved, seconded by F. Karrat, that the Board of Education ratify the contract with the School Lunch Personnel, Teamsters Local Union No. 677.

Motion passed unanimously at 9:01 pm.

MOTION:  D. Metrena moved, seconded by G. Cooper that the Board of Education ratify the contract with the Safety Advocates, Teamsters Local Union 677.

Motion passed unanimously at 9:02 pm.

ADJOURNMENT

P. Johnston moved, seconded by D. Metrena that the Board of Education adjourns its meeting of September 12, 2018, and the meeting adjourned at 9:02 pm.

Rachael Chaleski, Secretary

(meeting videotaped)
TWO YEARS OF PROGRESS: 2016-2018 United Way of Western Connecticut Programs Improve Literacy Scores at Park Avenue Elementary School

Literacy Benchmarks

More Students Whose Parents Participated Strong Start Programming Reached Park Avenue Literacy Benchmarks

**2017-2018 School Year**
- **14.3 percent more** students with parent participation met literacy benchmarks than students without parent participation.

**2016-2017 School Year**
- **9 percent more** students with parent participation met literacy benchmarks than students without parent participation.

**Literacy Scores**

<table>
<thead>
<tr>
<th>Percentile Rank</th>
<th>2017-2018</th>
<th>2016-2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students with No Parent Participation in UW Programs</td>
<td>24.6</td>
<td>34.8</td>
</tr>
<tr>
<td>Students with Parent Participation in UW Programs</td>
<td>34.8</td>
<td>24.6</td>
</tr>
</tbody>
</table>

**Student Growth**

- **10.2 Points**
- **6.7 Points**

During the 2017-2018 School Year, students whose parents participated in strong start programming had **10.2-point higher Percentile Ranks** and **6.7-point higher levels of Student Growth** than students whose parents did not participate in strong start programming.

---

**Measuring Effects of the Summer Skills Program**

<table>
<thead>
<tr>
<th>Percentile Rank</th>
<th>Student Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Skills Students</td>
<td>31.9</td>
</tr>
<tr>
<td>All Other Students</td>
<td>28.1</td>
</tr>
</tbody>
</table>

**All Other Students Besides Summer Skills Students**

<table>
<thead>
<tr>
<th>Percentile Rank</th>
<th>Student Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students with Parent Participation in UW Programs</td>
<td>36.3</td>
</tr>
<tr>
<td>Students with No Parent Participation in UW Programs</td>
<td>23.5</td>
</tr>
</tbody>
</table>

*The Summer Skills Program runs 4 days per week for 4 weeks to help children who have no systemic early childhood experience learn socialization and classroom skills (such as raising hands, lining up, etc.) as well as letter and number identification and name writing. Typically, the most at-risk children would attend this program.*

---

**Student Demographics**

The demographics of the students involved with United Way programs reflect the demographics of the school as a whole.

<table>
<thead>
<tr>
<th>Student Demographics</th>
<th>% ELL</th>
<th>% Free/ Reduced Lunch</th>
<th>% Special Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten Students in United Way Programs</td>
<td>67%</td>
<td>78%</td>
<td>6.5%</td>
</tr>
<tr>
<td>Total Park Avenue Students</td>
<td>54%</td>
<td>78%</td>
<td>8%</td>
</tr>
</tbody>
</table>
This report employs Student T-Tests to compare differences between two sample means. T-Tests use hypothesis tests and their corresponding P-Values to determine the likelihood of seeing a difference in means at the population level. P-Values represent the likelihood of observing sample trends at the population level if there is no actual difference in population means; differences in population means would therefore be attributable to the random characteristics of the sampled students. A lower P-Value is generally better, as it suggests there is more likely a difference at the population level. Though, a high P-Value doesn’t refute the numbers in our samples, only the likelihood that these sample trends are indicative of population trends. For example, a P-Value of 0.65 would suggest a 65 percent likelihood that there is no difference between means at the population level, and that any perceived difference is due to the random characteristics of the sampled students. It also suggests that we can be 35 percent confident that there is a difference at the population level.

P-Values are indicated in the chart below:

<table>
<thead>
<tr>
<th>P-Values</th>
<th>Growth Rate</th>
<th>Percentile Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students Whose Parents Participated in Programming</td>
<td>0.16</td>
<td>0.03</td>
</tr>
<tr>
<td>Students Whose Parents Did Not Participate in Programming</td>
<td>0.49</td>
<td>0.54</td>
</tr>
<tr>
<td>Summer Skills Program Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Summer Skills Program Students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Summer Skills Program Students Whose Parents Participated in Programming</td>
<td>0.15</td>
<td>0.01</td>
</tr>
<tr>
<td>Non-Summer Skills Program Students Whose Parents Did Not Participate in Programming</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>Salary</td>
<td>FICA</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-----------</td>
<td>------------</td>
</tr>
<tr>
<td>Administrators</td>
<td>$564,223.50</td>
<td>$7,456.24</td>
</tr>
<tr>
<td>Kindergarten Teachers</td>
<td>2,352,269.45</td>
<td>34,107.91</td>
</tr>
<tr>
<td>Language Arts Coaches</td>
<td>800,535.60</td>
<td>11,607.77</td>
</tr>
<tr>
<td>Department Heads</td>
<td>298,870.00</td>
<td>4,333.62</td>
</tr>
<tr>
<td>SIOP Coaches</td>
<td>83,530.00</td>
<td>1,211.19</td>
</tr>
<tr>
<td>DECO Supervisor</td>
<td>127,337.00</td>
<td>1,846.39</td>
</tr>
<tr>
<td>Math Coaches</td>
<td>572,911.70</td>
<td>8,307.22</td>
</tr>
<tr>
<td>Bilingual Teachers</td>
<td>1,816,805.00</td>
<td>26,343.67</td>
</tr>
<tr>
<td>Social Workers</td>
<td>830,952.00</td>
<td>12,048.80</td>
</tr>
<tr>
<td>Data Specialists</td>
<td>90,265.23</td>
<td>6,905.29</td>
</tr>
<tr>
<td>Substitutes</td>
<td>200,000.00</td>
<td>15,300.00</td>
</tr>
<tr>
<td><strong>Total Additional Health</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$7,737,699.48</td>
<td>$129,468.09</td>
</tr>
</tbody>
</table>

Salary | 7,737,699.48
FICA | 129,468.09
Health | 1,273,622.17
Interns | 105,000.00
Summer School | 38,470.68
Equipment | 150,000.00

**Exhibit # 18-103**
September 21, 2018
To: Danbury Board of Education
Re: June 2018 Operating Results Analysis (Grants/Projects)

Attached please find the June 2018 Balance Report for the Grants/Projects Fund. The report detail includes line-item budget amounts, encumbrances, year-to-date expenditures and account balances. The non-audited balance represents funds as of June 2018 operations and includes current encumbrances. During the month of June 2018 the District expended $851,951.99, resulting in a fiscal year-to-date expenditure value of $25,197,845.96. The FYTD expenditure represents 81.5% of the Grants budget.

Expense and Encumbrance Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2017-18 Budget</td>
<td>$30,919,237</td>
</tr>
<tr>
<td>MTD Expended ($)</td>
<td>$851,952</td>
</tr>
<tr>
<td>YTD Expended ($)</td>
<td>$25,197,846</td>
</tr>
<tr>
<td>YTD Expended (%)</td>
<td>81.5%</td>
</tr>
<tr>
<td>*Encumbrances</td>
<td>$1,860,545</td>
</tr>
<tr>
<td>YTD Expend/Encumb/Obligations</td>
<td>87.5%</td>
</tr>
</tbody>
</table>

* including non-payroll encumbrances

Please review the attached report in advance of the September 26, 2018 BOE meeting. Should you have questions please contact me at 797-4703.
## MONTH AND YEAR-TO-DATE EXPENDITURE SUMMARY REPORT

**As Of June 2018**  
**Period: 12 of 12  Theoretical Rate 100%**

### STATE & FEDERAL GRANTS

<table>
<thead>
<tr>
<th>Program</th>
<th>Adjusted Budget</th>
<th>MTD $ Expended</th>
<th>YTD $ Expended</th>
<th>YTD $ Encumbered</th>
<th>YTD % Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>003 Primary Mental Health</td>
<td>$20,000.00</td>
<td>2,667.60</td>
<td>20,000.00</td>
<td>-</td>
<td>100.0%</td>
</tr>
<tr>
<td>004 District Alliance Grant</td>
<td>$8,432,524.00</td>
<td>66,434.62</td>
<td>8,355,018.58</td>
<td>77,505.42</td>
<td>100.0%</td>
</tr>
<tr>
<td>008 Title II English Language C/O</td>
<td>$109,128.15</td>
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<tr>
<td>009 Immigrant &amp; Youth C/O</td>
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<tr>
<td>010 Immigrant &amp; Youth</td>
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<td>023 Future Teachers - Interdis</td>
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<td>91,008.45</td>
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<tr>
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<tr>
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<td>957.97</td>
<td>800.00</td>
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<tr>
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<td>-</td>
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<tr>
<td>072 IDEA - Educ of Handicapped C/O</td>
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<td>38,219.00</td>
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<td>075 IDEA - Educ of Handicapped</td>
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<td>53,851.64</td>
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<tr>
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<tr>
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<td>078 Adult Ed English Language</td>
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<td>079 Adult ED - Local</td>
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<tr>
<td>081 Adult ED</td>
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<td>2,196.41</td>
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<td>6,996.58</td>
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<tr>
<td>082 Adult ED</td>
<td>$43,000.00</td>
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<td>084 Health &amp; Welfare</td>
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<td>085 Title I ACE</td>
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<td>086 Title I ACE</td>
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<td>088 Title I</td>
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<td>Budget</td>
<td>MTD Expended</td>
<td>YTD Expended</td>
<td>YTD Encumbered</td>
<td>YTD Expended %</td>
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<tr>
<td>------------------------------</td>
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<tr>
<td>101 Pre school Handicapped</td>
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<td>102 Pre school Handicapped C/O</td>
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<td>3,203.39</td>
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<td>111 Family Literacy Center</td>
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<td>2,464.24</td>
<td>25,604.50</td>
<td>-</td>
<td>100.0%</td>
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<tr>
<td>112 Title II Teacher Quality C/O</td>
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<td>-</td>
<td>203,050.88</td>
<td>-</td>
<td>100.0%</td>
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<tr>
<td>114 Accountability</td>
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<td>552.46</td>
<td>151,223.00</td>
<td>70,000.00</td>
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<tr>
<td>115 Nellie Mae Foundation</td>
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<tr>
<td>116 Nellie Mae Education Foundation</td>
<td>$9,017.98</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
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<tr>
<td>117 21st Century - Haystown &amp; Pembroke</td>
<td>$179,681.00</td>
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<td>212,765.24</td>
<td>4,000.00</td>
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<tr>
<td>118 21st Century - Ellsworth &amp; South St</td>
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<td>2,774.65</td>
<td>39,884.53</td>
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<td>45.8%</td>
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<tr>
<td>120 School Readiness</td>
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<td>23,261.92</td>
<td>1,627.08</td>
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<tr>
<td>130 Magnet School</td>
<td>$1,637,639.00</td>
<td>-</td>
<td>1,637,639.00</td>
<td>-</td>
<td>100.0%</td>
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<tr>
<td>131 Magnet School</td>
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<td>100.0%</td>
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<td>10,200.00</td>
<td>-</td>
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<tr>
<td>142 Danbury Education Foundation</td>
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<td>144 Coca-Cola</td>
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<td>-</td>
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<td>147 CT Science Center - Pitney Bowes</td>
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<td>-</td>
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<td>-</td>
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<tr>
<td>148 VH1 Save the Music</td>
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<td>-</td>
<td>(1,589.00)</td>
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<tr>
<td>149 Summer School</td>
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<td>26,416.62</td>
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<td>100.0%</td>
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<tr>
<td>150 Connecticut Invention Convention</td>
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<td>-</td>
<td>2,400.00</td>
<td>-</td>
<td>100.0%</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$30,919,237.25</strong></td>
<td><strong>851,951.99</strong></td>
<td><strong>25,197,845.96</strong></td>
<td><strong>1,860,544.86</strong></td>
<td><strong>81.5%</strong></td>
</tr>
</tbody>
</table>
This is a 185 day calendar including 5 emergency closing days. If these days are not used they will be deducted in June. Any additional days lost by emergency closing will be added after June 18th. Graduation will take place no later than June 18th. After June 30th days will be deducted from the end of April recess.
MISSION STATEMENT
Our mission is to develop in all children the knowledge, skills, attitudes and values which will enable them to live a productive and self-fulfilling life and engage in responsible citizenship in a global society.

Goal 1: Growth in Student Learning and Achievement and College and Career Readiness for All Students

Continue efforts to ensure that all students are academically challenged; that they are given the maximum opportunity to reach their full potential and identify annual growth targets and student achievement measures that reflect 10% growth in achievement in all tested grades as measured by District Benchmark Assessments. Student outcomes will be reported to the Board of Education quarterly according to the district data cycles. See chart below.

<table>
<thead>
<tr>
<th>Data Report 1</th>
<th>2017-18 Testing Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Report 2</td>
<td>2018-19 Fall &amp; Winter Benchmark &amp; Growth</td>
</tr>
<tr>
<td>Data Report 3</td>
<td>2018-19 Progress Monitoring &amp; Intervention Data</td>
</tr>
<tr>
<td>Data Report 4</td>
<td>2018-19 Spring Benchmark Data &amp; Growth</td>
</tr>
</tbody>
</table>

Ensure each student has the opportunity to learn, grow and develop into an adult prepared to meet the challenges of the 21st century. To this end, the district will continue to implement strategies and specific objectives to ensure that instruction in all classrooms is in alignment with the Board’s Coherence Plan goals of argumentation based upon evidence and 21st century problem solving skills, reflects a comprehensive and rigorous curriculum, seamlessly integrates up-to-date technology, and incorporates the best research-based instructional practices in the field of education. Endeavor to increase the opportunities students have to pursue personal interests, collaborate with their peers, develop critical thinking skills, apply individual and collaborative problem-solving skills, and be able to speak and write persuasively and creatively. To this end, the literacy and math enhancement initiatives that were begun last year at the K-8 level will continue to be expanded and resources with the incorporation of additional grade levels, and increased focus on high leverage instructional strategies. Additionally, the schedules of elementary literacy and math coaches have been modified to reflect a 50/50 ratio of direct student support and job embedded teacher coaching. These efforts will be continuously monitored and adjusted to ensure that all students have the greatest degree of support possible given the current budgetary conditions.

Ensure that the district’s curriculum is uniform across all grade levels, provided support to the core instructional program while also identifying increased opportunities for strategic instructional interventions, and ensure that the priority instructional initiatives are implemented with fidelity and quality.
Goal 2: Family, School and Community Partnerships

Effective family, school and community partnerships are important to meeting the needs of all children. To ensure the continued support for school programs directly aligned to student learning goals, the entire Danbury community and parents, families and guardians will participate in programs and activities that develop their skills through activities such as math and literacy nights, and child learning expectation nights; parent/teacher conferences K-12, transitional activities for families that support transition to K, transitions from school to school, and transition from parochial school to public school; and family learning opportunities such as Family Camp.

Explore strategies and specific objectives to maximize opportunities for the creation of partnerships between families, community, and the school district at all levels using both traditional and new emerging channels of community engagement. At the district/central office continue to enhance the services at the Family and Community Engagement Center (FACE) by hosting monthly parent advisory meetings for feedback and suggestions; at the school and district level full implementation of the DPS Family and Community Partnership Plan that utilizes parents in areas of their strengths; develop teacher professional development to improve family school partnerships (Jan. 2018); Increase attendance at PTO organization meetings through family education, and increase use of existing communication systems including School DoJo, REMIND and other like systems and; at the family level provide interpreters for all school functions, conferences, open houses, PTO meetings, etc.; pilot the use of existing Community Messages in each school to enhance family and school communication (create a district calendar for individual major school events) and outreach such as PTO and; set the expectation for all parents and their children that attending school is non-negotiable unless he/she is ill.

Identify strategies and targeted objectives for enhancing public trust and confidence in the Danbury Public Schools at all levels by creating psychological safety throughout and within the district: board of education, central administration, building administration and classroom teachers through community conversations where participants can discuss their issues, assumption and expectations openly and honestly, make collective discussions through joint projects, and improved communication avenues. The DPS website will share district and school information, the Danbury Digest will be sent to constituents quarterly, and through quarterly meetings with the public.

Identify by survey an inventory of all corporations, businesses, and organizations engaged with providing services, funds and volunteerism to DPS. Develop strategies and targeted objectives for reaching out to the community including increasing of the REAL and READ program, and other Community-Business engaged programs such a Family Liaisons, DSABC, Kindergarten Summer Skills, DECO, Attendance Programs, etc. Increase corporate participation at the district level by partaking in trainings, joint educational opportunities, and in the schools through training, job shadowing, student conferences, mentorships, internships and externships. Yearly celebrate their partnerships with DPS Schools.

Develop a system that measures the effectiveness of all family and school partnership initiatives such as pre-and post-evaluations of programs run, changes in family behaviors to support student learning, and increase of students’ scores of those families that routinely attend learning programs.
Goal 3: Fiscal Responsibility and Planning for Growth

Ensure a careful stewardship of the District’s resources; seek additional opportunities for funding of programs through grants and District/business partnerships. One major area of focus will be our new accounting software package that will improve reporting and monitoring of all funding sources.

Review and update enrollment trends for the next 5-10 years to better predict growth. This study will include a review of all current classroom spaces and unused land around our current schools. We will also seek recommendations for future facilities needs or redesigns.

Develop a process for periodically reviewing professional and other contracts providing resources to the District to ensure an ongoing high level of service delivery at a reasonable cost.

Expand the effectiveness of our short- and long-term fiscal planning, develop a multiyear budgeting process, and to address anticipated increases in student enrollment, develop a multiyear timeline for the expansion of facilities to accommodate the need. As part of this work we will review different funding formulas in an effort to better allocate limited district resources.

The district will review and plan for a 1:1 computer initiative that will benefit all students by increasing access to technology.

Work with the Mayor, City Council Education Committee, and local State Legislators to look at ongoing financial issues, such as ECS funding.

Goal 4: Professionalism, Accountability, and Organizational Learning

Increase efforts to ensure that all professional staff members are fully aware of and engaged in supporting the district’s Coherence Plan’s Organizational Learning component with a focus on meeting the needs of all students and the Danbury community, deepen the use of the Data Wise protocol to promote a data-driven decision making approach to educational enhancement, continue the expansion of opportunities for all professionals to be involved in the school improvement process, and ensure that all schools have an effectively functioning Instructional Leadership Team that develops, implements, monitors, and adjusts the School Improvement Plan for each site.

Refine central office to focus efforts on strengthening principals’ instructional leadership in order to improve teaching and learning in schools. Identify strategies and objectives to ensure that all the professionals are provided an appropriate level of support, are held accountable for student outcome results, and share in the celebration of student and staff successes. Increase efforts at providing substitute teacher and noncertified staff support across the District, to minimize impact on student achievement created by inefficient or inadequate coverage.

Continue to implement DELTA Teacher Leadership Initiative to deepen the growth and development of aspiring administrators/teacher leaders to encourage qualified applicants to apply for serve as leaders in the district by taking active roles in school improvement and closing the achievement gap. Continue to identify new teacher leaders, including crafting of leadership opportunities to enhance their experience and skill levels, in order to prepare them for new administrator roles with increasing responsibilities in-District that will meet their personal and career goals.
AGREEMENT FOR CHILD NUTRITION PROGRAMS

03400, 03451S, 034AIR

Child Nutrition Program Sponsor Agreement Number

Danbury Board of Education, Danbury Board of Education - Summer Food Service Program, Danbury Board of Education - Afterschool Meals Program

Sponsor Name (Town, City, Board of Education, School, Organization, or Corporation)

49 Osborne Street, Danbury, CT 06810

Street Address, City, State, Zip Code

For State Use Only

<table>
<thead>
<tr>
<th>Type of Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Education Institution</td>
</tr>
<tr>
<td>□ Government Agency</td>
</tr>
<tr>
<td>□ For-profit Organization</td>
</tr>
<tr>
<td>□ Indian Tribe</td>
</tr>
<tr>
<td>□ Military Installation</td>
</tr>
<tr>
<td>□ Private Nonprofit Organization</td>
</tr>
<tr>
<td>□ Other:</td>
</tr>
</tbody>
</table>

This Permanent Single Agreement (Agreement) represents the United States Department of Agriculture’s (USDA) requirement for state agencies to provide each school food authority (SFA) with a single Agreement when a state agency administers any combination of the USDA Child Nutrition Programs (CNP). This Agreement replaces all previous Agreements with the Connecticut State Department of Education (CSDE) for each CNP indicated on page 2.

This Agreement shall be effective commencing on the approval date indicated on page 2 and remain in effect unless terminated as provided herein.

By signing this Agreement (page 15), the sponsor agrees to comply with the requirements for any CNP in which it is approved to participate.

The sponsor must comply with all requirements included in documents submitted as part of each CNP application, in addition to the requirements of this Agreement.

This is not an application to participate in a CNP.
ED-099 Agreement for Child Nutrition Programs

PROGRAM PARTICIPATION
Check all CNPs that apply.

☑ School Nutrition Programs (SNP)

Type of Organization Entity (Check One):

☑ Public School   ☐ Charter School   ☐ Residential Child Care Institution
☐ Private School ☐ Camp   ☐ Other: __________

<table>
<thead>
<tr>
<th>For State Use Only</th>
</tr>
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<tbody>
<tr>
<td>CNP</td>
</tr>
<tr>
<td>National School Lunch Program (NSLP)</td>
</tr>
<tr>
<td>School Breakfast Program (SBP)</td>
</tr>
<tr>
<td>Afterschool Snack Program (ASP)</td>
</tr>
<tr>
<td>Special Milk Program (SMP)</td>
</tr>
<tr>
<td>Seamless Summer Option (SSO)</td>
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☑ Child and Adult Care Food Program (CACFP)

Agreement Type (Check One):

☑ Independent Center   ☐ Sponsor of Affiliated Sites
☐ Sponsor of Unaffiliated Sites   ☐ Sponsor of Affiliated and Unaffiliated Sites

<table>
<thead>
<tr>
<th>For State Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNP</td>
</tr>
<tr>
<td>Adult Day Care (ADC)</td>
</tr>
<tr>
<td>Child Care Center (CCC)</td>
</tr>
<tr>
<td>Day Care Homes (DCH)</td>
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☑ Summer Food Service Program (SFSP)

SFSP Code (Check One):

☑ School Food Authority   ☐ National Youth Sports Program   ☐ Residential Camp
☐ Private Nonprofit   ☐ Unit of Government   ☐ Non-residential Summer Camp

<table>
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☑ Food Distribution Program (FDP)

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* Web-based Supply Chain Management
ED-099 Agreement for Child Nutrition Programs

DEFINITIONS

**Child Nutrition Programs (CNP):** Federally funded nutrition programs administered by the USDA according to the National School Lunch Act, as amended (60 Stat. 230, 42-USC 1751), and the Child Nutrition Act of 1966, as amended (80 Stat. 885, 42-USC 1771) and subject to all present and subsequent regulations issued pursuant to said statutes. Specifically, for the purpose of this Agreement, Child Nutrition Programs include the National School Lunch Program (NSLP), School Breakfast Program (SBP), Special Milk Program (SMP), Afterschool Snack Program (ASP), Seamless Summer Option (SSO) of the NSLP, Food Distribution Program (FDP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP), herein referred to as CNPs.

**Federal Assistance:** Any funding, property, or aid that is provided to a state agency, sponsor, SFA, institution, or recipient agency for the purpose of providing CNP benefits or services to eligible participants.

**Institution:** A sponsoring organization, child care center, at-risk afterschool care center, outside-school-hours care center, emergency shelter, or adult day care center that enters into an Agreement with the state agency to assume final administrative and financial responsibility for CNP operations as defined in 7 CFR Part 226.

**Recipient Agency (RA):** Agencies or organizations that receive donated foods under 7 CFR Part 250, Food Distribution Program.

**School:** An educational unit as defined in 7 CFR parts 210, 215 and 220.

**School Food Authority (SFA):** The legal governing body that is responsible for the administration of one or more schools; and has the legal authority to enter into an Agreement with the state agency to operate CNPs.

**Sponsor:** A public, private nonprofit, or for-profit organization that is approved to operate a CNP as defined in 7 CFR parts 210, 215, 220, 225, 226, 240, and 250. The SFA, recipient agency, institution, or organization that is party to this contract.

**State Agency:** The state educational agency approved by the USDA to administer CNPs within the state as defined in 7 CFR Part 210, 215, 220, 225, 226, 240, and 250. For the purposes of this Agreement, the state agency is the CSDE.

Hereinafter, the institution, recipient agency, or SFA shall be referred to as Sponsor.

RESPONSIBILITIES

The CSDE agrees to reimburse or make advance payments in such amounts as are authorized by federal regulations to the Sponsor in connection with the CNP providing milk, breakfasts, lunches, suppers, or supplemental food to those eligible in accordance with any of the following regulations that are applicable to the chosen CNPs: National School Lunch Program Regulations (7 CFR Part 210), Special Milk Program Regulations (7 CFR Part 215), School Breakfast Program Regulations (7 CFR Part 220), Summer Food Service Program Regulations (7 CFR Part 225), Child and Adult Care Food Program Regulations (7 CFR Part 226), Determining Eligibility for Free and Reduced-price Meals and Free Milk in Schools (7 CFR Part 245), and Food Distribution Program Regulations (7 CFR Part 250), any amendments thereto. The CSDE shall reimburse or make advance payments to the Sponsor conditional
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upon the receipt of federal funding for the purposes described above, and the continuing eligibility of the Sponsor for the federal funds. The CSDE agrees to make payments, where applicable, in accordance with 7 CFR Part 240 (Cash in Lieu of Donated Foods), and any amendments thereto, and/or to donate foods to the Sponsor in accordance with 7 CFR Part 250 (FDP).

The Sponsor agrees to accept federal funds and/or donated foods for the operation of CNPs as agreed to herein in accordance with all applicable CNP regulations and any amendments thereto, and to comply with all the provisions thereof, and with all Connecticut statutes, administrative rules, policy manuals, memoranda, guidance, and instructions and any instruction or procedures issued by the USDA or the CSDE in connection therewith. The Sponsor further agrees to administer CNPs funded under this Agreement in accordance with provisions of 2 CFR Part 200 with further clarification issued in 2 CFR Parts 400, 415, 416, et al. (79 FR 75981), as applicable.

This Agreement shall be effective commencing on the date specified on page 2 by the individual CSDE program manager’s approval and remain in effect unless terminated as provided herein. The Sponsor shall notify the CSDE whenever significant changes occur in their CNP operations.

The CSDE may terminate the Sponsor’s participation in any CNP covered in this Agreement in accordance with the grant close-out procedures found in 2 CFR Parts 200.343, as applicable. If the CSDE terminates the Sponsor’s participation in any CNP, the CSDE’s action may also result in the termination of the Sponsor’s participation in all CNPs.

Either party hereto may, by giving at least 30 days’ written notice for NSLP, SBP, SMP, ASP, SFSP, and CACFP, terminate this Agreement. Upon termination or expiration of this Agreement, as provided herein, the CSDE shall make no further disbursement of funds paid to the Sponsor in accordance with this Agreement, except to reimburse the eligible Sponsor in connection with breakfasts, lunches, suppers, snacks, or milk served on or prior to the termination or expiration date of this Agreement. The obligations of the CSDE under the above-cited regulations shall continue until the requirements thereof have been fully performed.

Either party hereto may, by giving at least 60 days’ written notice for FDP, terminate this Agreement. Upon receipt of evidence that the terms and conditions of the agreement have not been fully complied with by the RA, the FDP may terminate this agreement immediately by notice in writing to the RA. Subject to such notice of termination or cancellation, the RA agrees to comply with the instruction of the FDP either to distribute or re-donate all remaining inventories of USDA Foods in accordance with the provision of this agreement.

No termination or expiration of this Agreement shall affect the obligation of the Sponsor to maintain and retain records as specified herein and to make such records available for audit or investigation. Such records shall be retained for a period of three years after the date of the final claim for reimbursement in the fiscal year to which they pertain; unless audit or review findings have not been resolved, in which case the records shall be retained beyond the three-year period as long as required for resolution of the issues raised by the audit or review.
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USDA ASSURANCE OF CIVIL RIGHTS COMPLIANCE

The Sponsor hereby agrees that it will comply with:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.);
- Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
- Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.);
- Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189);
- Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency” (August 11, 2000);
- All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.);
- Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3);
- Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for which the CNP applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement; and
- the USDA nondiscrimination statement that in accordance with Federal civil rights law and USDA civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the CNP applicant by USDA. This includes any Federal agreement, arrangement or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By accepting this assurance, the Sponsor agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the USDA FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Sponsor, its successors, transferees and assignees as long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Sponsor.
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EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

The Sponsor further agrees to comply with the anti-discrimination statutes of the State of Connecticut. Connecticut General Statutes 4a-60 and 4a-60a as amended mandates that the Sponsor agrees and warrants that in the performance of this contract that he or she will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. If the contract is for a public works project, municipal public works contract or contract for a quasi-public agency project, the contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency project. The contractor further agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. For the purpose of this section, “minority business enterprise” means any small contractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n.

This contract is subject to the Provisions of Executive Orders Number 3 and 17 promulgated on June 16, 1971, and February 15, 1973, respectively. As such, this contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commission for violation of or noncompliance with said Executive Orders, or any state or federal law concerning nondiscrimination notwithstanding that the Labor Commission is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Orders No. 3 and 17 are incorporated herein by reference and made a part hereof. The parties agree to abide by the said Executive Orders and agree that the contracting agency and the State Labor Commission shall have joint and overall continuing jurisdiction with respect to performance of this contract and the requirements of the above referenced Executive Orders.

The Sponsor agrees to save harmless the Connecticut State Board of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described above.

PROTECTION OF THE RIGHTS AND PRIVACY OF PARENTS AND STUDENTS CLAUSE

Pursuant to 88 Stat. 571. 20 USC 1232 (g), Public Law 93-380, Education Amendments of 1974, the Sponsor shall agree and warrant to:

1. permit the parents or legal guardians of children eligible to participate in the named CNPs to inspect and review any and all official records, files and data directly related to their children;
2. provide an opportunity for a hearing to challenge the content of their child’s records, to insure that the records are not inaccurate, misleading or otherwise in violation of the privacy or other rights of the children or their parents; and
3. establish and adhere to the policy of not permitting the release of children’s personally identifiable records or files (or personal information contained therein) without the consent of their parents or legal guardians to any individual, agency, or organizations, except the following:
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a. other school officials who have legitimate educational interests;
b. officials of state health or state education programs;
c. officials of other schools or school systems in which the student intends to enroll, upon the condition that the child’s parents or legal guardians be notified of the transfer, receive a copy, if desired, and have an opportunity for a hearing to challenge the content of the record;
d. officials of federal, state or local means tested nutrition programs with eligibility standards comparable to the NSLP; and
e. an administrative head of an education agency, or state educational authorities in connection with an audit and evaluation of Federally supported education programs, or in connection with the enforcement of the Federal legal requirements that relate to such programs provided that, except when a collection of personally identifiable data is specifically authorized by Federal law, any data collected by such officials with respect to individual students shall not include information (including social security numbers) that would permit the personal identification of such students or their parents after the data so obtained has been collected.

The Sponsor hereby agrees that nondiscrimination policy procedures in accordance with applicable regulations for the named CNPs will be established and implemented as appropriate.

REQUIREMENTS FOR SPONSOR PARTICIPATION IN NSLP, SBP, AND SMP

This section applies only if an approval date for the NSLP, SBP, or SMP has been entered on page 2 and it has been signed by the CSDE.

The Sponsor and participating schools under its jurisdiction shall comply with all provisions of 7 CFR parts 210, 215, 220, and 245, and all requirements developed pursuant to and imposed by these regulations that incorporate the Sponsor Application for Participation and Free and Reduced-price Policy Statement, as well as applicable provisions of 2 CFR Parts 400, 415, 416, et.al, and all applicable requirements of the Connecticut General Statutes relating to CNPs, USDA guidance, and CSDE Operational Memoranda, hereby incorporated by reference.

The Sponsor further agrees to the following specific provisions, as applicable.

1. Maintain a nonprofit school food service and/or a nonprofit milk service and observe the requirements for and limitations on the use of nonprofit school food service revenues set forth in 7 CFR 210.14 and 7 CFR 220.7(e)(1), and the limitations on any competitive school food service as set forth in 7 CFR sections 210.11 and 220.12.
2. Limit its net cash resources to an amount that does not exceed three months’ average expenditures for its nonprofit school food service or such other amount as may be approved in accordance with 7 CFR sections 210.19 (a), 220.7 (e)(1), and 220.13(l).
3. Maintain a financial management system as prescribed in 7 CFR sections 210.14(c), 220.13(l), and 215.7(d)(6):
4. Comply with the requirements of the USDA regulations regarding financial management (2 CFR Part 200, subpart D and USDA implementing regulations 2 CFR part 400 and part 415).
5. Serve meals and snacks that meet the minimum requirements prescribed in 7 CFR sections 210.10 and 220.8, during the applicable meal period.
6. For pricing programs, to price meals and snacks as a unit.
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7. Serve CNP meals, milk, and snacks free or at a reduced-price to all children who are determined by the Sponsor to be eligible for such meals in accordance with the free and reduced price policy statements approved under 7 CFR Part 245.

8. Claim reimbursement at the assigned rates only for reimbursable meals and snacks served to eligible children in accordance with 7 CFR parts 210, 215.8, 215.10, and with the agreement. The Sponsor authority official signing the claim shall be responsible for reviewing and analyzing meal and milk counts to ensure accuracy, as specified in 7 CFR sections 210.8, 220.11, and 215.11. Acknowledge that failure to submit accurate claims will result in the recovery of an overclaim and may result in the withholding of payments, suspension or termination of the program as specified in 7 CFR 210.25. Acknowledge that if failure to submit accurate claims reflects embezzlement, willful misapplication of funds, theft, or fraudulent activity, the penalties specified in 7 CFR 210.26 shall apply.

9. Count the number of free, reduced-price, and paid reimbursable CNP meals at the point of service, as approved by the CSDE.

10. Submit claims for reimbursement in accordance with 7 CFR sections 210.8, 220.11, 215.10, and procedures established by CSDE.

11. Comply with USDA requirements regarding nondiscrimination (7 CFR parts 15, 15a, 15b and FNS-113).

12. Make no discrimination against any child because of his or her eligibility for free or reduced-price meals, milk, or supplements (snacks) in accordance with the Free and Reduced-price Policy Statement.

13. Maintain, in the storage, preparation, and service of food and milk, proper sanitation and health standards in conformance with all applicable state and local laws and regulations.

14. Maintain necessary facilities for storing, preparing, and serving food and/or milk.

15. Obtain for each school participating in the CNPs a minimum of two food safety inspections during the school year, conducted by the state or local governmental agency responsible for food safety inspections, publicly post inspection results, and provide a copy of the inspection report to a member of the public upon request.

16. Implement a food safety program meeting the requirements of 7 CFR 210.13 and 210.15(b)(5) at each facility or part of a facility where food is stored, prepared, or served.

17. Upon request, make all accounts and records pertaining to CNPs available to the CSDE and USDA FNS, for audit or review, at a reasonable time and place in accordance with 7 CFR sections 210.9(b)(17), 220.7(e)(13), and/or 215.7(d)(7). In accordance with 7 CFR 210.19(a)(4), the CSDE shall promptly investigate complaints received or irregularities noted in connection with the operation of the CNP, and shall take appropriate action to correct any irregularities. At the discretion of the CSDE, the investigations shall be conducted on an announced or unannounced basis.

18. Maintain files of currently approved and denied free and reduced-price applications and direct certification documentation with the supporting documentation, as specified in and in accordance with 7 CFR 245. If the applications and direct certification documentation are maintained at the Sponsor level, they shall be readily retrievable by school or site.

19. Retain the individual applications for free milk and/or free and reduced-price lunches and supplements (snacks) submitted by families for a period of three years after the end of the fiscal year to which they pertain except that, if audit findings have not been resolved, the records shall be retained beyond the three-year period and as long as required for the resolution of the issues raised by the audit.

20. Observe the limitations on the use of CNP revenues set forth in 7 CFR sections 210.14a, 220.7 (e)(1), and 215.7 (d)(1) and the limitations on any competitive school food service as set forth in 7 CFR 210.11b.
21. Establish a local wellness policy that includes goals for nutrition education and physical activity, nutrition guidelines for all foods available on campus, guidelines for school meals not less restrictive than 7 CFR sections 210.10 and 220.8, and an implementation plan.
22. Enter into an agreement to receive donated foods as required by 7 CFR 250. Accept and use, in as large quantities as may be efficiently utilized in its nonprofit school food service, such foods as may be offered as a donation by the CSDE.
23. Purchase, in as large quantities as may be efficiently utilized in its nonprofit school food service, foods designated as plentiful by CSDE.

NSLP AFTERSCHOOL SNACK PROGRAM (ASP)

This section applies only if an approval date for the ASP has been entered on page 2 and it has been signed by the CSDE.

In conjunction with all provisions of the NSLP, the Sponsor agrees to the following requirements.
1. Claim reimbursement only for meals served in afterschool care programs that meet all of the following criteria:
   - The program must be operated by a school that is participating in the NSLP;
   - The program must be sponsoring or operating an afterschool care program for children ages 3-18;
   - The program must provide regularly scheduled educational or enrichment activities in an organized, structured, and supervised environment; and
   - The program must meet state or local licensing requirements and health and safety standards.
2. Claim reimbursement only for snacks served to children who are not more than 18 years of age. Individuals, regardless of age, who are determined to be mentally or physically disabled are eligible to participate. If a child’s nineteenth birthday occurs during the school year, reimbursement may be claimed for snacks served to that child during the remainder of the school year;
3. Claim reimbursement for no more than one meal supplement per child per day. Sites located in areas served by a school in which at least 50 percent of the enrolled children are eligible for free or reduced-price meals may claim reimbursement at the free rate for snacks served to all children eligible to participate in the ASP regardless of each child’s eligibility for free or reduced-price meals. Sites in which less than 50 percent of the enrolled children are certified eligible for free or reduced-price meals must claim reimbursement based on each child’s eligibility for free or reduced-price meals.
4. Serve meal supplements that meet the minimum requirements prescribed in 7 CFR.210.
5. Price the meal supplement as a unit.
6. Serve meal supplements free or at a reduced-price to all children who are determined by the Sponsor to be eligible for free or reduced-price school meals under 7 CFR Part 245 or choose to offer a nonpricing program.
7. If charging for meals, the charge for a reduced-price meal supplement shall not exceed 15 cents, as required by 7 CFR 210.9(c)(4).
8. Claim reimbursement at the assigned rates only for meal supplements served in accordance with this agreement;
9. Review each ASP two times a year. The first review shall be made within the first four weeks of ASP operation each school year. The second review must be completed during the remainder of the time that the ASP is in operation.
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10. Comply with all requirements of this part, except that claims for reimbursement need not be based
on “point-of-service” meal supplement counts, as required by 7 CFR 210.9(b)(9).
11. Sites that are site/area eligible must maintain documentation that the site is located in an area
served by a school in which at least 50 percent of the enrolled students are certified eligible for
free or reduced-price meals and maintain total meal counts for these sites.
12. Sites that are not site/area eligible must record daily snack counts by student eligibility category
and maintain documentation of free or reduced-price eligibility for all children for whom free or
reduced-price snacks are claimed.
13. Maintain documentation of each child’s attendance on a daily basis.
14. Maintain documentation of compliance with meal pattern requirements.

SEAMLESS SUMMER OPTION (SSO) OF THE NSLP

This section applies only if an approval date for the SSO has been entered on page 2 and it has been
signed by the CSDE.

The SSO combines features of the NSLP, SBP, and SFSP. The purpose of the SSO is to feed children in
low-income areas during the summer months, extended breaks of a year-round school schedule, or
unanticipated school closures. The SSO reduces paperwork and the administrative burden that is
normally associated with operating all three programs. To accomplish this, the above Sponsor requests an
exemption of significant portions of the SFSP federal regulations of 7 CFR Part 225. In lieu of the
exempt SFSP regulations, the Sponsor will follow applicable regulations in the NSLP and the SBP (7
CFR parts 210 and 220, respectively).

Required SFSP Provisions

SFSP regulatory provisions of 7 CFR, Part 225 that remain in force require that Sponsors comply with the
provisions below.

1. 7 CFR 225.6(d)(1): Serve meals in areas in which poor economic conditions exist, that are not
served by another.
2. 7 CFR 225.6(e)(1): To serve meals:
   • from May through September for children on school vacation;
   • at any time of the year, in the case of sponsors administering the SFSP under a continuous
     school calendar system; or
   • during the period from October through April, if it serves an area affected by an
     unanticipated school closure due to a natural disaster, major building repairs, court orders
     relating to school safety or other issues, labor-management disputes, or, when approved by
     the CSDE, a similar cause.
3. 7 CFR 225.6(e)(4): Agree to serve meals at no cost (except camps);
4. 7 CFR 225.6(e)(7): Claim reimbursement only for approved meals served without charge to
   children at approved sites, during approved meal service periods as required by 7 CFR Section
   225.6(e)(7). This section prohibits permanent changes to the serving time of any meal unless
   approved by CSDE;
5. 7 CFR 225.14(c)(1): Demonstrate financial and administrative capability to operate the SSO, and
   accept final financial and administrative responsibility for the total program operations at all sites;
6. 7 CFR 225.14(c)(2): Have not been seriously deficient in operating the SSO;
7. 7 CFR 225.14(c)(3): Conduct a regularly scheduled food service for children from areas in which
   poor economic conditions exist or qualifies for as a camp;
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8. 7 CFR 225.14(d)(2): Open the meal service to children in the community as well as the summer school students, for meals served to children enrolled in summer school;

9. 7 CFR 225.16(b): Limit the number of meals that may be served, as specified in the regulations.

10. 7 CFR 225.16(d): Agree to indicate in an annual application that the meal pattern requirements that will be followed, those indicated in 7 CFR 225.16 or those in 7 CFR Sections 210.10 and 220.8. Further, agrees to indicate if offer versus serve will be implemented, and if so, that the implementation of offer versus serve will follow the corresponding requirements of the selected meal pattern.

Exempted SFSP Provisions

To operate the SSO, the Sponsor requests an exemption from the following SFSP regulatory provisions of 7 CFR, Part 225:

1. 7 CFR 225.6: CSDE application approval, paragraphs (a), (b), (c), (d), (e), (f), and (h) except paragraphs (d)(1), (e1), (e)(4), and (e)(7); and

2. 7 CFR Sections 225.7 through 225.18:
   - program monitoring and assistance;
   - records and reports;
   - program assistance to Sponsor;
   - audits and management evaluations;
   - corrective action procedures;
   - appeal procedure;
   - requirements for Sponsor participation, entire section except paragraphs (c)(1), (c)(2), (c)(3), and (d)(2);
   - management responsibilities of Sponsor;
   - meal service requirements, entire section except paragraph (b);
   - procurement standards; and
   - miscellaneous administrative provisions.

NSLP and SBP Regulations

The CSDE recognizes that NSLP and SBP regulations may conflict with SFSP requirements. The CSDE will provide technical assistance to sponsors to adapt requirements as necessary.

REQUIREMENTS FOR SPONSOR PARTICIPATION IN FOOD DISTRIBUTION PROGRAM

This section applies only if an approval date for the FDP has been entered on page 2 and it has been signed by the CSDE.

1. The Sponsor shall comply with all provisions of 7 CFR 250, and with other Federal regulations referenced in this part, as well as USDA policy, instruction, and guidance, and CSDE Operational Memoranda.

2. Prior to receiving USDA foods, the sponsor/RA shall enter into an agreement to receive donated foods as required by 7 CFR 250.11(b).

3. The RA shall ensure compliance with all requirements relating to food safety and food recalls.
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REQUIREMENTS FOR SPONSOR PARTICIPATION IN THE CACFP

This section applies only if an approval date for the CACFP has been entered on page 2 and it has been signed by the CSDE.

The Institution, as defined in 7 CFR 226.2, shall comply with all provisions of 7 CFR Part 226, and with other Federal regulations referenced in this part, as well as USDA policy, instructions and guidance, and CSDE Operational Memoranda, hereby incorporated by reference. The Institution further agrees to accept final administrative and financial responsibility for management of a proper, efficient, and effective nonprofit food service operation conducted principally for the benefit of enrolled participants. No institution may contract out for management of the CACFP.

The Institution further agrees to the following specific provisions, as applicable.

1. Child or adult care centers must have federal, state, or local licensing or approval to provide day care services to participants. Child or adult day care centers that are complying with applicable procedures to renew licensing or approval may participate in the CACFP during the renewal process, unless the CSDE has information that indicates that renewal will be denied. At-risk afterschool care centers shall comply with licensing requirements set forth in 7 CFR 226.17a(d). Each sponsored child or adult day care center must promptly inform the sponsoring organization about any change in its licensing or approval status.

2. Except for for-profit centers, child and adult day care centers shall be public, or have tax exempt status under the Internal Revenue Code of 1986.

3. Each child or adult day care center participating in the CACFP must serve one or more of the following meal types: breakfast, lunch, supper, and snack. Reimbursement cannot be claimed for more than two meals and one snack or one meal and two snacks provided daily to each participant. At-risk afterschool care centers shall comply with limits on daily reimbursement set forth in 7 CFR 226.17a(k). Adult day care centers cannot claim CACFP reimbursement for meals claimed under part C of title III of the Older Americans Act of 1965.

4. Each child or adult day care center participating in the CACFP shall claim only the meal types specified in its approved application in accordance with the meal pattern requirements specified in 7 CFR 226.20. Menus and any other nutritional records required by the CSDE shall be maintained to document compliance with such requirements.

5. For-profit child care centers cannot claim reimbursement for meals served to children in any month in which less than 25 percent of the children in care (enrolled or licensed capacity, whichever is less) were eligible for free and reduced-price meals or were Title XX beneficiaries. However, children who only receive at-risk afterschool snacks and/or at-risk afterschool meals cannot be included in this percentage.

6. For-profit adult day care centers cannot claim reimbursement for meals served to participants in any month in which less than 25 percent of the enrolled participants were Title XIX or Title XX beneficiaries.

7. Each child or adult day care center except for outside-school-hours care centers, at-risk afterschool care centers, and emergency shelters shall collect and maintain documentation of the enrollment of each participant, including information used to determine eligibility for free and reduced-price meals in accordance with 7 CFR 226.23(e)(1).

8. Each child or adult day care center must maintain daily records of attendance and time of service meal counts by type (breakfast, lunch, supper, and snacks) served to enrolled participants, and to adults performing labor necessary to the food service. At-risk after-school care centers must maintain records as required by 7 CFR 226.17a(o).
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9. Each child or adult day care center must require key staff, as defined by the CSDE, to attend CACFP training prior to the center’s participation in the CACFP, and at least annually thereafter, on content areas established by the CSDE.

10. Each institution shall comply with the recordkeeping requirements established in 7 CFR 226.10(d) and if applicable, in 7 CFR 226.15(e). Failure to maintain such records shall be grounds for the denial of reimbursement.

11. Each sponsoring organization must comply with all provisions of 7 CFR 226.15 and 7 CFR 226.16 and shall accept final administrative and financial responsibility for food service operations in all child care and adult day care facilities under its jurisdiction.

12. As outlined in 7 CFR 226.6, each new and renewing institution must submit to the CSDE information sufficient to document that it is:
   • financially viable;
   • administratively capable of operating the CACFP in accordance with this part; and
   • has internal controls in effect to ensure accountability.

13. Failure to comply with established due dates and timelines for all application and renewal information and monthly reimbursement claim filings may result in a lapse of claiming privileges and/or termination from CACFP participation.

14. The CSDE, USDA and other state or federal officials have the right to make announced or unannounced reviews of the institution’s facilities and operations. Such reviews will be made during the institution’s normal hours of child or adult care operations, and anyone conducting the reviews must produce photo identification that demonstrates they are employees of one of these entities.

15. Failure to maintain compliance with CACFP regulations 7 CFR 226 and other program requirements may result in the Institution being declared seriously deficient in the operation of the CACFP. Serious deficiencies that are not fully and permanently corrected within the specified time will result in the proposed termination and disqualification of the Institution and the responsible principals and responsible individuals from future CACFP participation. Termination from the CACFP will also result in the placement of the Institution and the responsible principals and responsible individuals on the National Disqualified List (NDL). While on the NDL, the Institution will not be able to participate in the CACFP as an institution or facility, and the responsible principals and responsible individuals will not be able to serve as a principal in any institution or facility or as a day care home provider in the CACFP. Institutions and individuals remain on the NDL until USDA’s FNS, in consultation with the CSDE, determines that the serious deficiencies have been corrected, or until seven years after their disqualification. However, if any debt relating to the serious deficiencies has not been repaid, the Institution and individuals will remain on the list until the debt has been repaid.

REQUIREMENTS FOR SPONSOR PARTICIPATION IN THE SFSP

This section applies only if an approval date for the SFSP has been entered on page 2, and it has been signed by the CSDE.

The Sponsor shall comply with all provisions of 7 CFR Part 225, and all requirements developed pursuant to and imposed by these regulations that incorporate the Sponsor Application for Participation by reference, as well as applicable provisions of 2 CFR Parts 400, 415, 416, et.al and USDA and CSDE guidance, hereby incorporated by reference.
ED-099 Agreement for Child Nutrition Programs

The Sponsor further agrees to the following specific provisions, as applicable:

1. To retain final financial and administrative responsibility for the SFSP.
2. To operate a nonprofit food service.
3. To serve meals that meet the requirements and provisions set forth in 7 CFR 225.6(e) during times designated as meal service periods by the Sponsor, including:
   - from May through September for children on school vacation;
   - at any time of the year, in the case of sponsors administering the SFSP under a continuous school calendar system; or
   - during the period from October through April, if it serves an area affected by an unanticipated school closure due to a natural disaster, major building repairs, court orders relating to school safety or other issues, labor-management disputes, or, when approved by the CSDE, a similar cause.
4. To serve the same meals to all children.
5. To serve meals without cost to all children, except that camps may charge for meals served to children who are not served meals under the SFSP.
6. To issue a free meal policy statement in accordance with 7 CFR 225.6(c).
7. To meet the training requirement for its administrative and site personnel as required under 7 CFR 225.15(d)(1).
8. To claim reimbursement only for the types of meals specified in this Agreement or in each annual update hereafter, and served without charge to children at approved sites during the approved meal service period, except that camps, as defined in 7 CFR 225.16(b)(1), shall claim reimbursement only for the types of meals specified in the Agreement or in each annual update hereafter and served without charge to children who meet the SFSP’s income standards. This Agreement and each annual update hereafter shall specify the approved levels of meal service for the Sponsor’s sites if such levels are required under 7 CFR 225.6(d)(2). No permanent changes may be made in the serving time of any meal unless the changes are approved by the CSDE.
9. To submit claims for reimbursement in accordance with procedures established by the CSDE, and those stated in 7 CFR 225.9. Claims for reimbursement will include meals counts at the site level.
10. In the storage, preparation, and service of food, to maintain proper sanitation and health standards in conformance with all applicable state and local laws and regulations.
11. To accept and use, in quantities that may be efficiently utilized in the SFSP, such foods as may be offered under 7 CFR Part 250 (FDP).
12. To have access to facilities necessary for storing, preparing, and serving food.
13. To maintain a financial management system as prescribed by the CSDE.
14. Maintain on file documentation of site visits and reviews in accordance with 7 CFR 225.15(d)(2) and (3).
15. Upon request, to make all SFSP accounts and records pertaining to the SFSP available to state, federal, or other authorized officials for audit or administrative review, at a reasonable time and place.
16. To maintain all SFSP records for a period of three years after the end of the fiscal year to which they pertain, unless audit or investigative findings have not been resolved, in which case the records shall be retained until all issues raised by the audit or investigation have been resolved.
17. To maintain children on site while meals are consumed as required by 7 CFR 225.6(e)(15).
18. If seeking to operate in multiple states, to apply and enter into an agreement with each state agency. To make records available to each state agency in the respective state to assure the state agencies can complete their monitoring responsibilities.
19. To retain any funds remaining at the end of the SFSP year to use as start-up funds for the subsequent program year or for improving the sponsor’s SFSP services in the subsequent SFSP year. As a final option, and to minimize expense, use toward the operation of other CNPs.
ED-099 Agreement for Child Nutrition Programs

This Agreement constitutes the entire Agreement between the parties. No waiver, consent, modification, or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. The Sponsor, by the signature of its authorized representative, hereby acknowledges that he/she has read this Agreement, understands it and agrees to be bound by its terms and conditions.

In order to effectuate the Programs of the National School Lunch Act, as amended (42 USC 1751) and the Child Nutrition Act, as amended (42 USC 1771), the Connecticut State Board of Education and

Danbury Public Schools
(Name of Corporation, Board of Education, or Governing Body)

enter into this Agreement and are subject to all legal rights and duties as provided herein and in the Attachments hereto, together with any amendments that shall become a part of this Agreement, as evidenced by the signatures below.

This is to certify that on _________________, as shown in the minutes of _________________, the individuals signing this agreement were authorized as noted.

Danbury Public Schools
(Name of Corporation, Board of Education, or Governing Body)

1. The person designated below is authorized to sign this agreement and to sign claims for reimbursement.

   Signature
   Superintendent
   Date

   Title (Superintendent of Schools, Mayor, Selectman, President or Chairperson of the Board, Pastor, or Commissioner)

   Printed Name

2. In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.

   Signature
   Director of Finance
   Date

   Title (Assistant Superintendent, Business Official, Principal, Headmaster, City or Town Manager, Executive Director, or Deputy Commissioner)

   Printed Name

3. The signature below certifies the above action.

   Signature
   Secretary of the Board
   Date

   Title (Secretary of Corporation, Town Clerk, Secretary of the Board)

   Printed Name

For State Use Only

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Kathy Demsey

Signature of Authorized Representative
Printed Name of Authorized Representative
Chief Financial Officer
Title
Date
JOIN US!
FRIDAY, SEPTEMBER 28TH
DanburyWORKS is a groundbreaking, community-led initiative aiming to reduce poverty in the City of Danbury.

COME & MEET YOUR NEIGHBORS
AT THE DOWNTOWN
PARTY ON THE PATIO!

- Food & drinks
- Meet local community leaders
- Face painting
- Activities for kids
- Live DJ
- FREE Raffle!

SEPT 28
5:00-9:00 PM
375 MAIN STREET
For more information:
Contact - Sandra Ferreira
sandra.ferreira@uwwesternct.org
203-792-5330

Hosted by the Danbury Police Dept.
Exhibit # 18-108
2018 CABE/CAPSS Convention Registration Form
November 16-17, 2018 • Mystic Marriott Hotel, Groton

Name ____________________________________________
Address ____________________________________________
City __________________________ State ______ Zip ______
School District/Organization ____________________________
Phone Number __________________ Fax Number ____________
Email __________________________ Cell Phone ____________
Name for Badge __________________________ Guest Name for Badge __________

CHECK APPROPRIATE BOX(es):
☐ Board Member ☐ Business Manager
☐ Superintendent ☐ Presenter
☐ Assistant Superintendent ☐ Other __________________________
☐ This is my first CABE/CAPSS Conference • I would like a Mentor

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

<table>
<thead>
<tr>
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<th>2018/2019 CABE Member</th>
<th>Districts and CAPSS MEMBERS ONLY</th>
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<tbody>
<tr>
<td></td>
<td>Early Registration</td>
<td>Received on or before 10/19/18</td>
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<td>Late/On-Site Reg.</td>
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<td>Received on or after 10/20/18</td>
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<td>Package Registration</td>
<td>$385</td>
<td>$430</td>
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<tr>
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<td>$305</td>
<td>$320</td>
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<tr>
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<td>Meals are included in registration fee and are non-refundable.</td>
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<tr>
<td>Saturday Only Registration</td>
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<td>Meals are included in registration fee and are non-refundable.</td>
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GUEST MEAL(S):  ☐ Friday Luncheon - $35  ☐ Friday Banquet - $64  ☐ Saturday Luncheon - $35
Registrant is responsible for guest fees. (Payment for guest MUST accompany registration form.)

TOTAL AMOUNT DUE $ __________________________

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

☐ Friday Luncheon ☐ Friday Banquet ☐ Saturday Luncheon

Do you have special dietary needs? If so, explain __________________________

Payment - If completed registration form is faxed or mailed, there are two easy ways to pay: Check or purchase order. Registration will NOT be processed without a P.O. or check.

☐ Check payable to CABE enclosed. ☐ P.O. # __________________________

Credit cards can only be accepted online.

To register online, please go to www.cabe.org/page.cfm/p=1111

WORKSHOP CHOICES: CIRCLE which workshops you plan to attend:

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<tr>
<th>Friday</th>
<th>A1</th>
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Substitutions are accepted for writing at any time. Between October 29 and November 1, a $100 fee will be charged for each cancelled Convention registration because meals have been guaranteed.

Beginning November 2 there is NO REFUND of the registration fee. No shows will be charged full fee.