



NEW HAVEN PUBLIC SCHOOLS
AGREEMENT COVER SHEET

Cover Sheet is an Internal Document for Business Office Use

Please Type

Contractor full name: Alliance Children's Theater, Inc.

Doing Business As, if applicable:

Business Address: 43 Beers Street, New Haven, CT 06511

Business Phone: 203-435-4651

Business email: a.c.t.withus1978@gmail.com

Funding Source & Acct # including location code:

- 21st Century: 2579-6396-56694-0041 (\$6,000.00)

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From 12/12/2023 To 06/30/2024

Hourly rate or per session rate or per day rate.

- 60 sessions at \$100 a session

Total amount: \$6,000.00

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."*

- Alliance Children's Theater will provide after-school programming for up to (50) students from the Family Academy of Multilingual Exploration (FAME). Alliance Children's Theater will be providing 60 sessions from December 12, 2023, to June 30, 2024. Activities aim to provide students the opportunity to develop leadership skills, social-emotional learning skills, academic instruction, language acquisition, and collaboration among peers and staff through theater concepts. These skills will be implemented through concepts involving dramatic readings, improvisation, expression, speech/diction, dance, expressive arts, and costume/set design. (2) Performances will be held for students to showcase their work to parents and staff towards the end of the school year.

Submitted by: Gemma Joseph Lumpkin Phone: 475-220-1060



NEW HAVEN PUBLIC SCHOOLS

Memorandum

To: New Haven Board of Education Finance and Operations Committee
From: Gemma Joseph Lumpkin
Date: 11/21/23
Re: Alliance Children's Theater, Inc.

Please answer all questions and attach any required documentation as indicated below. Please have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** Alliance Children's Theater, Inc.
2. **Description of Service:**
 - a. Alliance Children's Theater will provide after-school programming for up to (50) students from the Family Academy of Multilingual Exploration (FAME). Alliance Children's Theater will be providing 60 sessions from December 12, 2023, to June 30, 2024. Activities aim to provide students the opportunity to develop leadership skills, social-emotional learning skills, academic instruction, language acquisition, and collaboration among peers and staff through theater concepts. These skills will be implemented through concepts involving dramatic readings, improvisation, expression, speech/diction, dance, expressive arts, and costume/set design. (2) Performances will be held for students to showcase their work to parents and staff towards the end of the school year.
3. **Amount of Agreement and hourly or session cost:** \$6,000.00
 - a. 60 sessions at \$100 a session
4. **Funding Source and account number:**
 - a. - 21st Century: 2579-6396-56694-0041 (\$6,000.00)
5. Approximate number of staff served through this program or service: 0
6. Approximate number of students served through this program or service: 50
7. **Continuation/renewal or new Agreement?**

Answer all questions:

 - a. If continuation/renewal, has the cost increased? If yes, by how much?
 - i. Renewal, no increase
 - b. What would an alternative contractor cost:

- i. Based off local vendors, similar services range approximately from \$250-\$400 a session.
- c. If this is a continuation, when was the last time alternative quotes were requested?
 - i. N/A
- d. For new or continuation: is this a service existing staff could provide. If no, why not?
 - i. No, Alliance Children's Theater offers specific theater skills for students that NHPS staff are not trained implement without proper experience and training.

8. Type of Service:

Answer all questions:

- a. Professional Development?
 - i. No
 - ii. If this is a professional development program, can the service be provided by existing staff? If no, why not?
- b. After School or Extended Hours Program?
 - i. After School
- c. School Readiness or Head Start Programs?
 - i. No
- d. Other: (Please describe)

9. Contractor Classification:

Answer all questions:

- a. Is the Contractor a Minority or Women Owned Business?
 - i. No
- b. Is the Contractor Local?
 - i. Yes, New Haven
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national?
 - i. Yes, local
- d. Is the Contractor a public corporation?
 - i. No
- e. Is this a renewal/continuation Agreement or a new service?
 - i. Continuation
- f. If it is a renewal/continuation has cost increased? If yes, by how much?
 - i. No
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain:
 - i. No

10. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all questions:

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company:
 - i. Alliance Children's Theater brings an array of skills involving theater and arts to engage students in methods that encourage expressive arts and tie it into the

importance of academic advancement.

- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department?
 - i. RFQ
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected?
 - i. Contractor provided competitive rates for the theater activities they will be providing our students. Contractor has a good working relationship with FAME staff, who have encouraged the agency to come service the needs of their students.
- d. Who were the members of the selection committee that scored bid applications?
 - i. Christian Tabares, Jose Camacho, Lysie Rodriguez, Frankie Roman, Dianne Stewart, Arthur Edwards, Adrienne Douglas
- e. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department.

11. Evidence of Effectiveness & Evaluation

Answer all questions

- a. What **specific need** will this contractor address and how will the contractor's performance be measured and monitored to ensure that the need is met?
 - i. Alliance Children's Theater will provide academic and performing arts classes the contribute to the needs of each student's development. These skills will enhance the students artistic talents and needs to aid in literacy needs inside the classroom.
 - ii. Services will be monitored using the APT tool, which assess the overall quality of the programs staffing, staff's engagement with students and families, collaboration with NHPS staff, transitioning of students and activities offered. The evaluation team consist of the Building Leader with a team, which may consist of other NHPS staff, parents and community members. APT raters observe and score staff interactions (manner, affect, and tone of voice) with youth and families. The observers rate areas such as:
 - 1. Are staffs greeting students and families
 - 2. Transitioning of students
 - 3. Does the space provide appropriate room for all youth and staff?
 - 4. The ability of staffs to communication with youth and/or their families in their language(s).
 - 5. The support staff provide in assisting youth with organizing and preparing themselves to do their homework.
 - 6. Staffs adjustments and accommodations for students based on their experiences and needs and that
 - 7. Staffs use of simple reminders and redirection to support positive behaviors.
 - 8. Dismissal Process
- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.
 - i. Will provide 23-24 evaluation once completed

- c. How is this service aligned to the District Continuous Improvement Plan?
 - i. Participants will engage in activities that enhance developmental skills and academic concerns through theater concepts. Exposing our youth to activities that give them methods to express/interact with staff and peers will prepare them for the next steps in their academic journey. Also, the agency will offer free tickets to the Alliance Children's Theater free of charge. Exposing them to activities across the city to enjoy with their families.

12. Why do you believe this Agreement is fiscally sound?

- a. The agreement is fiscally sound as it addresses current concerns for our youth at a reasonable price of \$100 a session for up to 50 students. Other contractors charge \$250 or more for similar services.

13. What are the implications of not approving this Agreement?

- a. Students at FAME will not be granted the opportunity to participate in activities that build important developmental factors. Without these types of opportunities, we are limiting the activities we provide to our youth. Lack of support could lead to an increased risk of youth engaging in negative activities outside of their parents/guardian's supervision.

Rev: 8/2021



NEW HAVEN PUBLIC SCHOOLS

AGREEMENT
By And Between
The New Haven Board of Education
AND

(Alliance Children's Theater, Inc.)

FOR DEPARTMENT/PROGRAM:

(Youth, Family, and Community Engagement)

This Agreement entered into on the 21st day of November 2023, effective (no sooner than the day after Board of Education Approval), the 12th day of November, 2022, by and between the New Haven Board of Education (herein referred to as the "Board" and, Alliance Children's Theater, Inc. located at, 43 Beers Street, New Haven, CT 06511 (herein referred to as the "Contractor").

Compensation: The Board shall pay the contractor for satisfactory performance of services required the amount of \$100.00 per session, for a total of 60 sessions.

The maximum amount the contractor shall be paid under this agreement: Six Thousand Dollars and Zero Cents (\$6,000.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

Fiscal support for this Agreement shall be by 21st Century **Program** of the New Haven Board of Education, **Account Number:** 2579-6396-56694 **Location Code:** 0041

This agreement shall remain in effect from 12/12/2023 to 06/30/2024

SCOPE OF SERVICE: *In the space below, please provide brief summary of service.*

- Alliance Children's Theater will provide after-school programming for up to (50) students from the Family Academy of Multilingual Exploration (FAME). Alliance Children's Theater will be providing 60 sessions from December 12, 2023, to June 30, 2024. Activities aim to provide students the opportunity to develop leadership skills, social-emotional learning skills, academic instruction, language acquisition, and collaboration among peers and staff through theater concepts. These skills will be implemented through concepts involving dramatic readings, improvisation, expression, speech/diction, dance, expressive arts, and costume/set design. (2) Performances will be held for students to showcase their work to parents and staff towards the end of the school year.

Exhibit A: Scope of Service: Please attach contractor's detailed **Scope of Service** on contractor letterhead with all costs for services including travel and supplies, if applicable.

Exhibit B: Student Data Privacy - attached

Exhibit C: Contractor's Declaration Attesting to Compliance with Executive Order No. 13G – form must be completed by the contractor. See attached form for contractors who are working with students or staff in school or in after school programs, regardless of location.

APPROVAL: This Agreement must be approved by the New Haven Board of Education **prior to service start date**. Contactors **may begin service no sooner than the day after Board of Education approval.**

HOLD HARMLESS: The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

TERMINATION: The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.



Contractor Signature

President
New Haven Board of Education

11/21/23

Date

Date

Ellen P. Maust

Contractor Printed Name & Title
Alliance Children's Theatre
Executive Manager and
Youth Director
Revised: 9-27-21



NEW HAVEN PUBLIC SCHOOLS

EXHIBIT B

**STUDENT DATA PRIVACY AGREEMENT
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

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

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.



Alliance Children's Theatre, Inc.

43 Beers Street New Haven, Ct 06511 (203)435-4651

October 23, 2023

Scope of Service

New Haven Public Schools Youth, Community and Family Engagement

Description of work to be performed:

Alliance Children's Theatre, Inc. will provide an outside of school hours program, *Dramatic Character Development*, at Family Academy for Multilingual Explorers.

Description of work to be performed:

Afterschool theater program for F.A.M.E. students and other New Haven Public School students. Program will promote leadership development, social emotional learning, academic skills, collaboration, communication and language acquisition. There will be an emphasis on self-awareness, perseverance, attention to excellence, collaboration, and positive expression of emotions. Workshops will be held in theater concepts and skills including, but not limited to dramatic reading, improvisation, expression, speech and diction, body mechanics, dance, singing staging, costume and set design. The program will include involvement in 2 dual language performances held by Alliance Children's Theatre- *Alice in Wonderland* and *Bebop with Aesop*.

- 50 hours of theater experience
 - afterschool, evenings and Saturdays, and possibly school days off
- \$100.00/hour
- A maximum of 50 students
- All expenses including scripts, royalties, costumes, sets, employee salaries and high school student stipends will be included in the budget for the program.
- Support of F.A.M.E.'s middle school drama production of *Aladdin, Kids* – costumes, props, sets, student worker training, sponsorship
- All participants are invited to be part of Alliance Children's Theatre year-round evening program free of charge
- Family Events –
 - Three family performances – December, *Frosty Frolics*; March, *Alice In Wonderland*; May/June, *Bebop with Aesop*
 - Two family workshops "*Enjoying the Performing Arts*", January and April

Itemized Breakdown of Expenses:

- Scripts, rights and royalties - \$1,500 (\$750/show)
- Snacks \$500
- Family night workshops – dinner \$200 per event total \$400
- Family performances – tickets 150/show 300@\$2.00 total \$600
- Staffing:
 - 1 adult drama teacher/directors – \$1,600.00, 50 hours x \$32 hour
 - 2 student workers – \$1,400.00 \$700/student 50 hours each x \$14 hour

In-kind donations – sound and lighting, costumes, clinicians and teaching artists

Total Amount of Request \$6000.00



Alliance Children's Theatre, Inc.

43 Beers Street New Haven, Ct 06511 (203)435-4651

June 12, 2023

Invoice #132023

Account #: 2579-6396-56694-0041 (21st Century)

Covering Dec. 7, 2022 – May 30, 2023

Agreement #:

Amount requesting: \$5,000.00

Description of service:

Alliance Children's Theatre, Inc. held an outside of school hours program for F.A.M.E. students and other NHPS students. The focus of the program was *Dramatic Character Development*. Students collaborated in theatre games, songs and activities to develop theater skills and Social Emotional Learning. They learned to become a team and trust each other so they could rehearse and perform a full-scale musical.

A total of 85 hours were spent in workshops, rehearsals, city events and performance. The program produced two full-scale musicals, "The Rainbow Fish" and "The Pied Piper of Hamelin". Fifty-six students took part in the rehearsals and performances. Many more participated in workshops and Fair Haven Saturday Academy and dozens of families enjoyed the performances. NHPS high school students were at the helm of the program serving as dramatic coaches, after school facilitators, technical crew and house crew.

Session dates, attendance and work done is attached.

	12/14		12/15		1/11		1/12		1/15		1/18		1/19		1/25		1/26		1/28		2/1		2/2		2/3		2/4		2/11									
	reh	2 hrs	reh	2 hrs	reh	2.5 hrs	reh	2.5 hrs	reh	Love March	reh	2 hrs	reh	2 hrs	reh	3.5 hrs	reh	3.5 hrs	reh	3 hrs	reh	2.5 hrs	reh	2.5 hrs	reh	4 hrs	perf	7 hrs	perf	2.5 hrs								
Genevieve Colon																																						
Alexis Maynard																																						
Jenna Maynard																																						
Thomas Maynard																																						
Aiyah Rodriguez																																						
Alec Cruz																																						
Kaylany Fargas																																						
Carlie Mathews																																						
Roseann Baerga-Maldonado																																						
G Rodriguez																																						
Eva Lopez																																						
Edward Mathews																																						
Marangeie Colon																																						
Elizabeth Lopez																																						
Gabriella Osborne																																						
Roberto Mathews																																						
Hailey Christensen																																						
Samantha Osborne																																						
Jacob Smith																																						
Jaël Baerga-Maldonado																																						
Keniel Baerga- Maldonado																																						
Alex Lawrence Jr																																						
Sophia Quinones																																						
Carmelo Quinones																																						
Sophia Rios																																						
Carlos Strickland																																						
Nyana Spencer																																						
Christopher Spencer																																						
Serenity Spencer																																						
Evela Spencer																																						
Skylar Spencer																																						
Lizzie Strickland																																						
Christian Johnson																																						
Ariana Palmer																																						
Londyn Minnis																																						
Marcel Minnis																																						

Total hours for Rainbow Fish 44.5

Alliance Children's Theatre
 The Rainbow Fish
 Attendance 12/14-2/11

CAST

The Pied PiperChristopher Spencer
Mayor Hanna K Boodle.....Alyah Rodriguez
Vice Mayor Siegfried.....Sofia Galvan
Gretchen.....Alexis Maynard
Sergeant Tabby Cat.....Theodora Anderholt
Fairy Bibblethwaite.....Skylar Spencer

Cats

~ Dayana Arcentales ~ Glerisbeth Gonzalez ~
 ~ Shelcy Green ~ Nora Lopez Henrique ~
 ~ Lucas Maler ~ Serafin Martinez ~
 ~ Emily Naula ~ Milexys Ortiz ~ Ariana Palmer ~
 ~ Lizzie Strickland ~ Yaritza Tiburicio ~

Townspeople

~ Jael Baerga ~ Roseann Baerga ~
 ~ Kasandra Parra Gonzalez ~ Jenna Maynard ~
 ~ Taiah Patino ~ Dayana Torres ~

Rats and Children

~ Carter Alexander ~ Aya Kadenyi ~
 ~ Yvana Lugo ~ Rafaela Medina ~ Sofia Rios ~
 ~ Serenity Spencer ~ Sophia Velez ~
 ~ Kennedi Witherspoon ~

Production Staff

Director.....Ellen P. Maust
 Coach.....Marangelie Colon
 Sound and Director's Assistant.....Thomas Maynard
 LightingKenial Baerga
 Assistants to the Director..... April Gareri & Frank O'Connor



SUMMER Theatre Intensive 2023
 This year's production is **Music Man, JR.**

June 28 - July 28, Monday - Friday 8:30 a.m. - 3:00 p.m.
 (We will not have the program on July 3rd or 4th)
 Held at Fair Haven School
 Ages 7-14

FREE for New Haven residents and IHS's students. Participants attend all four weeks and **MUST** be available for all performances the last week of July!
 For information call (203)935-4451 or email art@alliancect.org

Alliance Children's Theatre has been paid at the New Haven Community for 45 years. All shows children to develop performance, language and reading skills. This is a part of a voluntary charity. Support environment. The program aims to boost student confidence and help them find their individual voice.

Registration ends on June 23rd

Scan for the Registration link

ALLIANCE CHILDREN'S THEATRE

Alliance Children's Theatre is a 501(c)3 not for profit organization. All programming is free to participants. ACT functions entirely on donations and grants. Please be generous for our children.



The Pied Piper

Rehearsals will be on Wednesday and Thursday evenings beginning Feb. 22.



ACT Summer Camp 2023
June 28 – July 28

For information about being a part of the ACT family follow us and message us on FB or email at a.c.t.withus1978@gmail.com



Alliance Children's Theatre

presents

THE RAINBOW FISH



February 2023

PRODUCTION STAFF

Rainbow Fish.....*Keniel Baerga*
Silver Scales.....*Ned Mathews*
Christopher Spencer
Starfish.....*Jenna Maynard*
Barnacle.....*Marcel Minnis*
Octopus.....*Christian Johnson*
Little Fish.....*Skylar Spencer*
Sardine.....*Robbie Mathews*
Hermit Crab.....*Jael Baerga*
Snail.....*London Minnis*
Guppies.....*Sophia Rios*
Lizzie Strickland
Flounder.....*Serenity Spencer*
Miss Minnow.....*Roseann Baerga*
Pufferfish.....*Alexis Maynard*
Clownfish.....*Alyah Rodriguez*
Angelfish.....*Sophia Quinones*
Fantail.....*Ariana Palmer*

PRODUCTION STAFF

Director.....*Ellen Maust*
Assistants to the Director.....*April Gareri*
Frank O'Connor
Lighting.....*Hailey Christensen*
Sound.....*Thomas Maynard*
House Managers.....*Ed Mathews and Melba Ramos*
Communications.....*Melba Ramos*

Acknowledgments

New Haven Public Schools Youth, Family and
Community Engagement
City of New Haven Youth@Work Program
Fair Haven School administration, teachers and
staff
New Haven Public Schools Performing and Visual
Arts Department
All our parents and guardians



NEW HAVEN PUBLIC SCHOOLS

PROFESSIONAL DEVELOPMENT DAY FORM

Application for time used for Professional Development activities to enhance teaching skills and advance student learning. Activity must be aligned with District/school goals and initiatives.

THIS FORM IS DUE FORTY-FIVE (45) DAYS PRIOR TO THE SCHEDULED ACTIVITY

Current Date: November 15, 2023

Name: Kenneasha Sloley School District Grade/Discipline: _____

I believe that my attendance at the professional development activity described below will enhance my capabilities as an educator, benefit the school system, and advance student learning. I am therefore requesting permission to attend. **Please attach brochure for the activity, website or other pertinent documentation.**

Title of Session: Data Wise: Using Collaborative Data Inquiry to Build Equitable Schools

Sponsoring Organization: Harvard University

Location (include town and state): Harvard University Cambridge, MA

Date(s) of Session: January 8, 2024 - January 12, 2024

My part in this program is NHPS District Datawise Team Member

Briefly describe how your participation in this professional development activity will enhance your teaching skills and advance student learning: I will be part of the district Datawise team that will be key in turn keying the training to building level administrators and content departments for the spring 24 and 2024-2025 school year

With whom will you share the newly acquired skills? I will share these skills with building administrators, district coaches and teachers

In order for me to attend, (please check all that apply):

- A substitute is needed. A substitute is not needed No district funding is needed
- Funding is needed and an itemized list of expenses is attached Total expense is \$ \$4,650

FUNDING SOURCE: (please fill in department and account number) _____

If this application is approved, I will complete a summary of the session and forward it to the Talent Office. I will give a copy of the summary to my immediate supervisor.

Applicant's Signature: *Kenneasha Sloley*

I have reviewed this application and attest that it is aligned with District/school goals and initiatives. I am therefore recommending that this Professional Day be approved.

Principal's Signature: *Kenneasha Sloley* Date: 11/21/23

FOR OFFICE USE ONLY

NOTE: Please submit to Edith.Johnson@new-haven.k12.ct.us for the following signatures:

Director of Professional Learning Leadership Development: _____	Date: _____
Assistant Superintendent's Signature: _____	Date: _____
Superintendent's Signature: _____	Date: _____
<input type="checkbox"/> Application APPROVED Comment/Condition of Approval: _____	
<input type="checkbox"/> Application DENIED Reason for denial: _____	