

February 11, 2015

To: Whom It May Concern
From: Margaret Capodanno
RE: Vacancy on Historical Board

The residence of 16 Avon Place has been home to three generations of Capodanno's for the past sixty-four years. My husband's parents purchased the property in the 1950's. My husband and I purchased it from them in 2000 and my daughter, Amie Capodanno and her husband, David Standstedt purchased the second floor apartment when we converted to condos four years ago. We are very committed to the architectural integrity of the property and hope to continue to contribute to the historical endeavors of our neighborhood for many years to come.

I would be interested in filling the vacancy, currently open due to the departure of our neighbor Michael Logan. I have a keen interest in period architecture. I am retired and would enjoy learning more about architecture and sharing that interest with the other members of the board. I am a member of the Arlington Garden Club and an active member of the Senior Center, where I enjoy Yoga classes and the Art program.

I feel being a part of this Board would not only give me an opportunity to give back to the community but also preserve the long standing representation of an Avon Place resident on the Board.

Sincerely,

A handwritten signature in black ink that reads "Margaret Capodanno". The script is cursive and fluid, with the first name and last name clearly legible.

Margaret Capodanno
pegcapodanno@gmail.com
1-339-203-1067

M a r g a r e t B e n n e t t C a p o d a n n o

16 Avon Place, Arlington, Massachusetts 02474 • mcapodanno@boston.k12.ma.us • (781) 646-8770

Experience:

GAVIN MIDDLE SCHOOL, SOUTH BOSTON, MASSACHUSETTS

Student Service Coordinator, August 1988–Present

- Established the position of Student Service Coordinator with the Boston Public Schools
- Designed and implemented a multi-faceted social services program for at risk students
- Researched and drafted “Student Support Team Manual” for Student Service Coordinators
- Assisted in the implementation and training for the Student Support Team (SST) Model in a number of schools with the Boston Public Schools
- Serve as the designated chairperson of SST meetings and grade level cluster meetings
- Established and maintain parent contacts and participation in service planning and delivery for at risk students, procure teacher input and facilitate training sessions for teachers, parents, students and staff
- Organize service network including social service, clinics, courts, multi-service centers, alternative school programs and universities
- Direct liaison with DSS, DYS, DA’s office and the District County Court House
- Manage program staff, consultants, interns and tutors; plan and monitor schedules, budgets, individualized and school-based services; ensure comprehensive team functions
- Mediate and provide intermediate on site counseling for individual students and their families for the purposes of assessment and referral
- Provide academic assessment and evaluation information to student parent and staff
- Provide academic support through tutoring services, mentor programs and after school activities
- Conduct high school and college awareness workshops for parents and students
- Maintain all student records and transcript requests

Lead Teacher for Student Service Coordinators, August 1998- June 2000

- Designed and implemented training sessions and workshops for student service coordinators within the Boston Public Schools
- Represented the Boston Public Schools at a number of conferences promoting the Student Support Team Model and position of Student Service Coordinator in the New England area

BOSTON MEDICAL CENTER, BOSTON, MASSACHUSETTS

Senior Outreach Worker, September 1981– June 1984

- Supervised site activities and two outreach workers at the Gavin Middle School and McCormack Middle School, in order to identify and research reasons for problem absentee students.
- Conducted home visits, interviewed parents and students and provided referral linkage

Education:

LESLEY COLLEGE, CAMBRIDGE, MA

Master of Education and Administration -- received May 1993

UNIVERSITY OF MASSACHUSETTS, BOSTON MA

Bachelor of Arts in Human Services -- received May, 1983.

Certification & Memberships:

School Guidance Counselor – Initial Certification Pending DOE review- February, 2006
Board Member- Department of Social Services Area 39, Dorchester, Roxbury and S. Boston
Board Member- South Boston Health Center, Community Advisory Network, S. Boston
Crisis Intervention Prevention certification- received January 1995
Mediation Training- Mediation Associates of Massachusetts- received September 1997

OFFICE OF THE BOARD OF SELECTMEN

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730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

June 18, 2015

Margaret Capodanno
16 Avon Place
Arlington, MA 02474

Re: Appointment: Arlington Historic District Commissions

Dear Ms. Capodanno:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, June 29th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr