



CERTIFIED CONNECTICUT MUNICIPAL
TAX COLLECTORS' COMMITTEE

John Rainaldi, CCMC, CCMA II, Manchester
Denise Talbot, CCMC, Glastonbury
William L. Donlin, CCMC, Cheshire
Patricia Moisio, CCMC, Redding
Lisa A. Biagiarelli, CCMC, Norwalk
David Kluczowski, CCMC, Fairfield
Jennifer L. Gauthier, CCMA II, OPM

REVISED August 6, 2020

RE: CCMC Courses, Fall 2020

The CCMC Committee will offer CCMC Courses for the fall 2020 term. Because of the COVID-19 pandemic, which resulted in the cancelation of all CCMC Courses offered in the spring 2020, the fall courses will be taught through distance learning in an online format.

The Committee realizes that distance learning is not ideal for everyone. As the pandemic continues, distance learning makes it more likely that these courses will be completed. This is a new way of holding courses for us, and there are likely to be some growing pains in doing so. As online meeting programs show who is on the virtual classroom, we would be able to verify attendance. It will be different than a traditional classroom environment, but we feel it is our best opportunity to provide courses our members need to become a CCMC without further interruption.

We are carrying spring enrollments over so that those who were previously registered can take the course they signed up for, but also change or cancel prior registrations. As CCMC Course I is the only course that started in the spring 2020 term, Course I will continue with a review session of the sessions that were held, and then move forward with new material. Unfortunately, this means that we cannot accommodate new students for CCMC Course I. We apologize for not being able to accommodate those wishing to start Course I this term.

The course schedules are attached, as is a registration form. If you previously paid for your course in spring 2020 session and did not receive a refund, you do not have to send another payment. Please feel free to contact the CCMC Committee or your course instructors if you have any questions or need anything.

We wish you continued safety during this pandemic. Be well. Thank you.

Sincerely,

John Rainaldi
CCMC Committee Chair

CCMC FALL 2020 COURSE SCHEDULE

(Courses could change without notice, depending on the COVID-19 pandemic and enrollment)

CCMC Course I: All regular classes will be two hours long from 3:30 PM to 5:30 PM on Mondays, except for one Tuesday due to Columbus Day. The final will be three hours from 3:00 PM to 6:00 PM. Classes will be held on:

Monday, September 14, 2020, this will be a review session covering the material that was covered in the three sessions that met prior to when the spring 2020 courses were stopped due to the COVID-19 pandemic.

Monday, September 21, 2020; Monday September 28, 2020; Monday, October 5, 2020; Tuesday, October 13, 2020; Monday, October 19, 2020; and Monday, October 26, 2020.

CCMC Course I final exam to be held on Monday, November 2, 2020, the exam location and format are to be determined.

CCMC Course II: All regular classes will begin at 5:30 PM and end at 7:00 PM, except where noted. Classes will be held on:

Tuesday, September 15, 2020; Thursday, September 17, 2020; Tuesday, September 22, 2020; Thursday, September 24, 2020; Tuesday, September 29, 2020; Thursday, October 1, 2020; Tuesday, October 6, 2020; Thursday, October 8, 2020; Thursday, October 15, 2020 (this session will be from 5:30 PM to 7:30 PM due to Adam Cohen's presentation); Tuesday, October 20, 2020; Thursday, October 22, 2020; Tuesday, October 27, 2020; Thursday, October 29, 2020.

CCMC Course II final exam to be held on Thursday, November 5, 2020, the exam location and format are to be determined.

CCMC Course III REVISED: All regular classes will begin at 6:30 PM and end at 8:30 PM, except where noted. Classes will be held on:

Thursday, August 27, 2020; Tuesday, September 1, 2020; Thursday, September 3, 2020; Tuesday, September 8, 2020; Thursday, September 10, 2020; Tuesday, September 15, 2020; Thursday, September 17, 2020; Tuesday, September 22, 2020; Thursday, September 24, 2020; Tuesday, September 29, 2020; Thursday, October 1, 2020; Tuesday, October 6, 2020 (this session will be the course review from 5:30 PM to 8:30 PM).

CCMC Course III final exam to be held on Thursday, October 8, 2020, the exam location and format are to be determined.

CCMC Course IV: All regular classes will begin at 6:30 PM and end at 8:00 PM, except where noted. Classes will be held on:

Monday, September 14, 2020; Wednesday, September 16, 2020; Monday, September 21, 2020; Wednesday, September 23, 2020; Monday, September 28, 2020; Wednesday, September 30, 2020; Monday, October 5, 2020; Wednesday, October 7, 2020; Tuesday, October 13, 2020 (moved due to Columbus Day on October 12, 2020); Thursday, October 15, 2020; Monday, October 19, 2020; Wednesday, October 21, 2020; Monday, October 26, 2020; Wednesday, October 28, 2020.

CCMC Course IV final exam to be held on Wednesday, November 4, 2020, the exam location and format are to be determined.

**REGISTRATION FORM
CCMC COURSES, FALL 2020**

(All CCMC Courses offered for fall 2020 will be offered through distance learning online)

PLEASE BE SURE TO RETURN THIS FORM WITH PAYMENT, please print clearly and legibly

Student Name: _____

Department & Position: _____

Municipality: _____

Date of Hire: _____

Complete Mailing Address: _____

Daytime Phone Number: _____

Email Address Must be provided: _____

Please check which class you are applying to attend:

CCMC COURSE I: _____ (Registration limited to spring 2020 enrolled students, no new students)

CCMC COURSE II: _____

CCMC COURSE III: _____ is this your last class? YES / NO

CCMC COURSE IV: _____ is this your last class? YES / NO

Please make your check payable to: CCMC Certification Committee

Mail your check to: John Rainaldi, CCMC Committee
Town of Manchester
PO Box 191
Manchester, CT 06045-0191

CCMCChair@gmail.com

860-647-3011