



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

BOARD OF EDUCATION FINANCE AND OPERATIONS COMMITTEE MEETING

Monday, May 6, 2019

Gateway Center – 2nd floor Board Room

Meeting called to order: 4:02 p.m.
Adjournment: 5:58 p.m.

Present: Mr. Joseph Rodriguez, Dr. Tamiko Jackson-McArthur, Ms. Yesenia Rivera, Mr. Darnell Goldson

Staff: Mr. Michael Pinto, Ms. Patricia DeMaio, Dr. Carol D. Birks, Ms. Michele Bonora, Ms. Mary Derwin, Ms. Sue Peters, Mr. Joseph Barbarotta, Ms. Gemma Joseph-Lumpkin, Dr. Iline Tracey, Ms. Ivelise Velazquez, Dr. Paul Whyte, Ms. Keisha Hannans, Ms. Juanita Mazyck, Ms. Linda Hannans, Ms. Lisa Mack, Chief Thaddeus Reddish, Mr. Stephen Mikolike

Guests: Mr. Brian Zahn, New Haven Register; Ms. Jill Kelly, NHPSA, Mr. Pat DeLucia, VP-NHFT; Ms. Kelly Wuzzardo, CAPA/Shubert Theatre

MINUTES

I. ACTION ITEMS PRESENTED AND DISCUSSED.

A. INFORMATION ONLY

1. The Superintendent approved Amendment #1 to Agreement #96303179, with Literacy How, Inc., to change the funding account # from School Improvement Grant (SIG) – Wexler Program, acct. # 2531-6167-56694-0032 to School Improvement Grant (SIG) – Wexler Program, acct. #2531-6303-56694-0032, with no change in funding amount.

**Funding Source: School Improvement Grant (SIG) – Wexler Program
Acct. #2531-6303-56694-0032**

Mr. Goldson requested an evaluation of the vendor with detail including weekly mentoring and professional development results, the number of teachers served and materials provided. This report is anticipated at the end of the school year when the program concludes. In the meantime, Mr. Goldson requested invoices to date for the vendor.

B. ABSTRACTS

On a motion by Mr. Goldson, seconded by Ms. Rivera, it was recommended approval of the following abstracts:

1. New Haven Adult Education & Continuing Education, in the amount of \$4,800,000.00 for July 1, 2019- June 30, 2020.

Funding Source: CT Department of Education

2. Literacy Volunteers of Greater New Haven, in the amount of \$46,425.00 for July 1, 2019-June 30, 2020.
Funding Source: CT Department of Education

C. AGREEMENTS

On a motion by D. Goldson, seconded by Ms. Y. Rivera, it was recommended approval of the following agreements/amendments:

1. Amendment #1 to State of Connecticut Child Day Care Grant Contract, to increase the annual New Haven Child Day Care Contract for the period July 1, 2018 to June 30, 2019, from \$1,238,060.72 by \$10,152.10, to \$1,248,212.82 to cover salary and fringe benefit expenditures for the following New Haven sub-contractors:

Friends Center for Children	\$2,031.97
Lulac Head Start	\$5,097.02
Montessori School on Edgewood	\$1,679.50
Morning Glory Early Learning Ctr.	\$1,343.60

Funding Source: Child Day Care Grant

This amendment was presented by Ms. Mary Derwin on behalf of Ms. Denise Duclos.

2. Amendment #1 to a Grant Agreement with Connecticut Department of Public Health, to reduce the grant award for School Based Health Centers from \$1,348,504.00 by (\$7,822.00) to \$1,340,682.00 for July 1, 2018 to June 30, 2019, and successive years of the grant. This amendment was presented by Ms. Sue Peters.

Funding Source: CT Department of Public Health

3. No Cost Amendment #1 to Agreement #96107659 with Southern Connecticut State University for the Gear-up Grant, to provide a no cost extension from June 30, 2018 to June 30, 2019, to allow SCSU final reporting time for the close out of the grant. This amendment was presented by Ms. Patricia DeMaio.

Student data privacy issues were discussed. Mr. Goldson recommended that the Board of Education develop guidelines for future projects that require data sharing. Dr. Jackson-McArthur reported that the Governance Committee is currently working on the policy.

4. Renewal of an Agreement by and between the New Haven Board of Education and CT Association for the Performing Arts (CAPA), c/o Shubert Theater, 247 College St., New Haven, CT to provide planning, management and services for COOP theaters and designated arts-related facilities (\$59,328) including Facility Manager Salary (\$60,255) from July 1, 2019 to June 30, 2020, in an amount not to exceed \$119,583.

**Funding Source: 2019-2020 Operating Budget
Acct. #190-47000-56694**

The Committee confirmed that rental fees generate income for the General Funds Program.

D. CHANGE ORDERS

1. **On a motion by Mr. J. Rodriguez, seconded by Mr. D. Goldson, with one Nay from Dr. Jackson-McArthur, it was recommended for approval, pending review of invoices to date by the full Board**

at its May 13, 2019 meeting, a Change Order #1 to Contract #21549-1-2 to EnviroMed Services, 470 Murdock Ave., Meriden, CT for Asbestos Management Services increasing the contract amount due to a mandated State of CT 5-year radon testing districtwide.

Original Amount of Contract:	\$50,000.00
Change Order #1:	\$65,577.50
Total Amount of Contract:	\$115,577.50

Funding Source: Capital Projects
 Acct. #3C19-1983-58101 (\$24,568.27)
 Acct. #3C17-1793-58700 (\$25,016.81)
 Acct. #3C19-1984-58700 (\$11,905.09)
 Acct. #3C17-17EE-58101 (\$4,087.33)

This Change Order was presented by Mr. Joseph Barbarotta. Committee members expressed concern about the cost for radon testing given low cost of test kits that can be purchased by consumers. In addition, they requested a list of schools that have been tested for lead and mold. Members discussed the odor problem at Nathan Hale and plans to mitigate the problem. Mr. Goldson requested invoices for the vendor to date.

2. **On a motion by Mr. D. Goldson, seconded by Ms. Y. Rivera, it was recommended for approval, with one abstention by Dr. Jackson-McArthur, a Change Order #1 to PO #96591457 to Hillyard, Inc., 127 Park Avenue, Hartford, C T for On Call Custodial Equipment Repairs for the NHPS for FY 2018-19 increasing the amount of the contract due to custodial equipment repairs districtwide needed for summer cleaning program.**

Original Amount of Contract:	\$75,000.00
Change Order #1:	\$50,000.00
Total Amount of Contract:	\$125,000.00

Funding Source: Capital Projects
 Acct. #3C19-1983-58101

Members discussed the late submission for the change order for services already provided. The protocol for approval of emergency repairs was discussed. In future, the Superintendent will approve emergency repair requests if the Chief Operating Officer is not available. Mr. Goldson requested invoices for the vendor.

II. DISCUSSION

- **Leases Update:** Mr. Pinto reported that we are moving out of 654 Ferry Street by June 30, 2019. The lease for Adult Education on the Boulevard will be renewed and we are working to renew rental space at Co-op. Mr. Goldson reported that the space intended for Riverside does not have a gym or cafeteria space. Committee members recommended moving Riverside to Hallock Street, which is currently under consideration for facilities due to the space and parking availability. The Committee recommended moving facilities to another location, working with the City to find shared space. Dr. Birks will report back at the Board of Education meeting on Monday, May 13, 2019.

- **Budget Mitigation Plan**: Ms. Keisha Hannans reported that they continue to access staffing to ensure that we are leveraging grants. They are also in the process of reviewing a draft buy-out proposal from the New Haven Federal Teachers Union.
- **Spending Freeze** remain in effect for General Funds.
- **Go To Services and the Accounts payable** items are duplicate. Mr. Pinto reported that they have resolved billing issues with the vendor and approved invoices to be paid.
- **Alliance Grant re-appropriated funds**: Dr. Iline Tracey distributed and reviewed the current plan to spend down \$735,000. She indicated that at an earlier meeting, when she reported \$1.5 million had to be repurposed, she had not taken into consideration projected salary expense that will be encumbered. The total is \$735,000 not \$1.5 million.
- **Update on Deficit Committee**: Mr. Rodriguez will ask Mr. Goldson to provide an update at the Board of Education meeting.
- **Financial Report** – March 2019. Ms. Mayzck and Ms. Linda Hannans reviewed the financial reports. Committee members questioned the “Other Purchased Service” line item. Mr. Rodriguez requested a more detailed report, breaking down expenses for the next Finance & Operations meeting.

Mr. Rodriguez indicated that starting in June, the Finance & Operations Committee will meet at 4:30 p.m., instead of 4:00 p.m. In addition, the committee and staff will work to separate the functions of the meetings: the first meeting of the month will focus on approval of action items; the second meeting of the month will be dedicated to review of the budget and other financial matters.