



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, November 1, 2021

MINUTES

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Dr. Michael Finley, Mr. Thomas Lamb, Ms. Linda Hannans, Ms. Patricia DeMaio, Ms. Keisha Redd-Hannans, Mr. William Zesner, Ms. Michele Bonanno, Ms. Typhanie Jackson, Ms. Gemma Joseph Lumpkin, Mr. Pedro Mendia, Mr. Joseph Barbarotta, Mr. Justin Harmon, Mr. Michael Gorman

Closed Captioner

Call to Order: Mr. Wilcox called the meeting to order at 4:31 p.m.

Recusal: Mr. Wilcox recused himself from discussion and voting on Agreement #3 with Clifford Beers Guidance Clinic. He asked Mr. Conaway to lead the discussion and voting.

Summary of Action Item Motions:

Motion #1 to Recommend Approval #1: A motion by Mr. Conaway, seconded by Ms. Rivera, to **Recommend Approval of Agreement #3 with Clifford Beers**, passed by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Recused.

Motion #2 to Recommend Approval: A motion by Mr. Wilcox, seconded by Mr. Conaway, to **Recommend Approval of 8 Agreements (Agreements #1-2 and 4-9), and 2 Purchase Orders**, passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY & ACTION ITEMS:

A. INFORMATION ONLY: The following items were approved by the Superintendent:

1. Agreement with Flock Theatre to provide a theater residency program at Edgewood School to focus on connecting literacy, SEL and the arts through a theater production, from January 11, 2022 to March 11, 2022, in an amount not to exceed \$3,000.00.
Funding Source: Magnet 17-22 Program **Acct. #2517-6260-56694-0012**
2. Agreement with Monique Forsey to provide computer technical support for Title I Non Public Schools at All Saints Catholic Academy and St. Martin de Porres Academy, from November 9, 2021 to June 30, 2022, in an amount not to exceed \$6,750.00.
Funding Source: Title I Program **Acct. # 2531-5259-56658-NP23**
3. Agreement with CDW Government, Inc. to provide the district with 3,000 Chromebook from July 1, 2021 to June 30, 2022, in an amount not to exceed \$30.00.
Funding Source: Capital Projects **Acct. # 3C202075-58704**

Discussion: Mr. Zesner, on behalf of Ms. Herrera, answered questions about staffing gaps in the IT Department and needs at the school level. He explained that the department is currently reviewing staffing patterns. Mr. Wilcox recommended that staff consider including school Library Media Specialists in the staffing review as they provide essential IT support at the school level.

B. AGREEMENTS:

1. Agreement with American Evaluation Services, Inc., to provide program evaluation services for the 2017 cohort of the Magnet School Assistance Program grants at East Rock, Edgewood, Davis, HSC and King-Robinson schools, from November 9, 2021 to June 30, 2022, in an amount not to exceed \$93,000.00, was presented by Ms. Bonanno who explained that this is the final year of the grant and that the evaluation is a Federal grant requirement; the evaluation is funded by the grant and the contractor is an approved vendor under the grant. **Funding Source:** Magnet 17-22 Program **Acct. #** 2517-6251-56680-0000

2. Agreement with Yale Child Study Center to provide professional development to administrators and teachers to assist with SSST Teams, as well as, to provide consultation on student matters as it relates to social emotional well-being, from September 30, 2021 to June 30, 2022, in an amount not to exceed \$200,000.00, was presented by Ms. Jackson who answered questions about the program. She explained that the district in the process of prioritizing schools that require assistance with their SSST Teams. **Funding Source:** Alliance Program **Acct. #**2547-6108-56694-0000

3. Agreement with Clifford Beers Guidance Clinic, to provide Care Coordinators for students/families eligible for coordination of multiple services and supports, from October 12, 2021 to June 30, 2022, in an amount not to exceed \$350,000.00 was presented by Ms. Jackson. **Funding Source:** Alliance Program **Acct. #**2547-6108-56694-0000
Recusal: Mr. Wilcox recused himself from discussion and voting on this Agreement. He asked Mr. Conaway to lead discussion and voting.
Discussion: Ms. Jackson reported that the district originally received a grant to support hiring of the Care Coordinators. However, after a legal review of the grantors requirements, a decision was made not to accept the grant and to use Alliance funds to support the function through Clifford Beers.

4. Agreement with Bilingual Special Education Services of Connecticut to provide bilingual and monolingual psychological evaluations to determine student eligibility for special education services, from November 9, 2021 to June 30, 2022, in an amount not to exceed \$45,500.00 was presented by Ms. Jackson. **Funding Source:** ESSER II Program **Acct. #**2552-6363-56697-0000

5. Agreement with MakeHaven, Inc., to provide sewing workshops for families enrolled in the Family Resource Centers at Fair Haven, Hill Central, Brennan-Rogers and Wexler Grant schools, from November 9, 2021 to May 31, 2022 in an amount not to exceed \$10,292.00 was presented by Ms. Lumpkin who explained that the pilot program conducted last year at Fair Haven for 8 families was a success and expanded to include other schools. Approximately 32 families have signed up for the program to date and they expect to serve additional families. Participants in the program receive refurbished Singer Sewing Machines. **Funding Sources:** ESSER II Program
Acct. #2525-6363-55100-0016 (\$5,146.00)
Acct. #2552-6363-55100-0007 (\$1,801.10)
Acct. #2552-6363-55100-0021 (\$1,672.45)

Acct. #2552-6363-55100-0032 (\$1,672.45)

6. Agreement with Higher Heights Youth Empowerment Programs, Inc. to provide college access programming to rising seniors at Hillhouse High School, from November 9, 2021 to June 17, 2022, in an amount not to exceed \$29,300.00 was presented by Ms. Redd-Hannans on behalf of Dr. Worthy.
Funding Source: Title I Program **Acct. #2531-0062-56694-0062**
7. Agreement with Morris, Duffy, Alonso, & Faley New York State Litigation to represent the Board in litigation pending in New York State court in which the Board of Education is a named defendant for the period of July 1, 2021 – June 30, 2022 in an amount not to exceed \$20,000.00 was presented by Mr. Lamb who explained that the litigation support is for a pending case from 1984.
Funding Source: 2021-2022 Operating Budget **Acct. # 19047700-56696**
8. Agreement with SP Ella LLC for lease renewal of property at 540 Ella Grasso Blvd for the Adult and Continuing Education Center from October 1, 2021 to June 30, 2025, in an amount not to exceed \$2,596,600.00 was presented by Mr. Lamb who explained that the lease renewal was delayed due to negotiations with the new property owners.
Funding Source: Adult Education Program **Acct. # 250-5014-56652**
Correction: Mr. Lamb corrected a typo in the end date of the Agreement from 2022 to 2025.
Discussion: Mr. Lamb reported that the cost increased by 27% over last year and that a 3% escalation was also built into the lease. However, Mr. Lamb reported that they have included a written 90 day exit clause, which provides time for the district to access new locations for Adult Education. A discussion ensued. Mr. Wilcox requested a detailed memo highlighting and clarifying the fine points of the lease for the Board of Education packets.
9. Amendment #1 to Agreement with Eco-Urban Pioneers to increase funding of \$4,835,999.11 by \$87,181.00 to \$4,923,180.11 was presented by Mr. Barbarotta and Mr. Lamb.
Funding Source: Capital Projects **Acct. #3C20-2071-58101**
Discussion: Mr. Barbarotta explained that the amendment addresses salary increases for the collective bargaining unit; these increases were not included in the original Agreement because the district and contractor were not in agreement on the amount. A discussion ensued.

C. PURCHASE ORDER:

1. Purchase Order with School Dude Inc. to provide software for maintenance and work order system and backup support, from July 1, 2021 to June 30, 2022, in an amount not to exceed \$36,792.82 was presented by Mr. Barbarotta who explained that the cost increased by 3% over last year.
Funding Source: Capital Projects **Acct. # 3C20-2074-58101**
Discussion: Mr. Wilcox requested a quarterly work order report in future meetings.
2. Purchase Order with Imagine Learning to provide a digital platform to support multilingual learners in the areas of speaking, writing and learning in both Spanish and English, from September 29, 2021 to September 30, 2022, in an amount not to exceed \$222,403.00 was presented by Mr. Mendia.
Funding Source: ESSER II Program **Acct. # 2552-6363-56697-0000**

II. DISCUSSION:

- **Food Service Budget Update:** Mr. Gormany reviewed the budget noting that last year, due to Covid, Food Service experienced a significant decline in meals, which generate income. The budget ended the year with a \$1.7 million deficit and was balanced with a contribution from the Board of Education's General Fund. He explained that in prior years, 2017-2019, the Food Service was self-sustaining and did not require General Fund subsidy. Ms. Sharry reported that while September meal numbers were still down, the October counts increased and she anticipates that the trend will continue upward. Mr. Gormany indicated that the trend is favorable for a balanced budget at the end of the year. Mr. Gormany will continue to update the committee with quarterly reports. A discussion ensued. **No motion was made and no vote was taken.**
- **Eco Urban Status Update:** Mr. Barbarotta reviewed the 1st Quarter True-up Report of hours, noting that at the end of last fiscal year, the contractor owed the district 6,010 hours which were rolled over into the new fiscal year. Currently, due to school opening and the need for increased cleaning, the contractor has worked 2,796 hours over, creating the need for the amendment previously reviewed. In part, cost increases were due to hiring of 24 additional part time staff and collective bargaining increases, as reviewed in the Amendment to the Agreement. In response to questions, Mr. Barbarotta reported that facilities will meet with the finance team to review the budget and review strategies to save hours in an effort to curb costs. A discussion ensued. **No motion was made no vote was taken.**
- **Board of Education Controlled Spaces Review:** Mr. Lamb reviewed a list of spaces currently available. Mr. Barbarotta noted that facilities was added twice and that West Rock and Quinnipiac schools should be added to the list. Mr. Wilcox asked Mr. Lamb to provide an updated list for the Board of Education packets. A discussion ensued. **No motion was made and no vote was taken.**
- **Transportation Update:** The report was deferred to the next meeting.
- **Series 3000 Policies:** Dr. Tracey reported that she and Ms. Hannans have identified staff for the finance related policies. Mr. Wilcox reported that the Food Service Task Force has almost completed their review. **No motion was made and no vote was taken.**

Adjournment: A motion by Mr. Conaway, seconded by Ms. Rivera to adjourn the meeting at 5:50 p.m., passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio