



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday December 5, 2022

MINUTES

Present: Mr. Matthew Wilcox, Dr. Orlando Yarborough, Ms. Yesenia Rivera
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Dr. Michael Finley, Ms. Patricia DeMaio,
Ms. Keisha Redd-Hannans, Ms. Edith Johnson, Ms. Monica Joyner, Ms. Cari Strand,
Ms. Gemma Joseph-Lumpkin, Ms. Typhanie Jackson, Ms. Linda Hannans, Ms. Rebecca Hunt,
Mr. Frank Fanelli, Attorney Elias Alexiades

Call to Order: Mr. Wilcox called the meeting to order at 4:33 p.m.

Summary of Motions:

1. **Motion to Recommend Approval of Action Items:** A motion by Mr. Wilcox, seconded by Dr. Yarborough to Recommend Approval of **1 Abstract, 11 Agreements and 7 Change Orders**, passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
2. **Motion to Adjourn:** A motion by Dr. Yarborough, seconded by Ms. Rivera to adjourn the meeting at 6:21 p.m., passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY & ACTION ITEMS:

A. INFORMATION ONLY: Committee members did not have questions about the following Information Only items approved by the Superintendent.

1. Amendment #2 to Agreement #96398007 with Common Ground New Haven Ecology Project, to increase the number of field trips from 10 to 24, and to increase funding of \$6,537.50.00 by \$5,400.00 to \$11,937.50.
Funding Source: ARP ESSER III Carryover Program Acct. # 2553-6399-56694-0038
2. Agreement with ARTE, Inc., to provide after school programming for up to 30 students from Family Academy of Multilingual Exploration, from December 13, 2022 to June 30, 2023, in an amount not to exceed \$6,000.00.
Funding Source: 21st Century Program Acct. #2579-6396-56694-0041
3. Non-Financial Agreement with Capitol Region Education Council, (CREC), to provide support and services to 6 New Haven Public Schools, utilizing Connecticut’s Definition and Framework for Family Engagement, from November 28, 2022 to June 30, 2023, at no cost.
4. Agreement with Alliance Children’s Theater, Inc., to provide an after-school program for up to 50 students at Family Academy of Multilingual Exploration, (FAME), from December 13, 2022 to June 30, 2023, in an amount not to exceed \$5,000.00.

Funding Source: 21st Century Program Acct. #2579-6393-56694-0041

B. ABSTRACTS:

1. FAFSA Challenge Grant in the amount of \$26,605.00 for Wilbur Cross High School, Hill House High School, Metropolitan Business Academy and New Haven Academy, from November 30, 2022 to May 26, 2023 was presented by Ms. Jackson on behalf of Ms. Natalino.
Funding Source: Connecticut State Department of Education

C. AGREEMENTS:

1. Agreement with Higher Heights Youth Empowerment Programs, Inc., to provide college access programming for juniors and seniors at Hillhouse High School, from December 5, 2022 to June 30, 2023, in an amount not to exceed \$29,000.00 was presented by Ms. Redd-Hannans on behalf of Mr. Sweeting.
Funding Source: Title I Program
Acct. # 2531-0062-56694-0062
Correction: Dr. Yarborough noted that the amount listed on the action items differed from the amount indicated in the Agreement. Ms. DeMaio requested the correction, changing the total amount from \$29,000.00 to \$39,999.75. Action Items presented to the Board of Education will reflect the correction.
2. Agreement with Area Cooperative Education Services, (ACES), to provide two-8 day cognitive coaching seminars for central office, school and teacher leaders from January 3, 2023 to June 30, 2023, in an amount not to exceed \$28,500.00 was presented by Ms. Johnson who answered questions about the training.
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-5574-0410
3. Agreement with Curriculum Associates, LLC, to provide professional development for i-Ready Classroom and i-Ready Mathematics Core tailored support services to teachers and staff, from December 15, 2022 to June 30, 2023, in an amount not to exceed \$157,500.00 was presented by Ms. Joyner. Mr. Wilcox asked for the Sole Source letter. Ms. Joyner explained that she had requested one but not received a response back. She will follow-up. Mr. Wilcox recommended that some document be sent prior to the BOE meeting; either the Sole Source letter or if no response, a copy of the correspondence requesting it.
Funding Source: ARP ESSER III C/O Program Acct. #2553-6399-56694-0411
4. Agreement with Trifecta Ecosystems to install a raised bed garden learning center at High School in the Community, from December 13, 2022 to June 30, 2023, in an amount not to exceed \$117,891.00 was presented by Ms. Strand who answered questions about the service in terms of sustainability. Ms. Strand indicated that the contractor will assist her in working on grants to support the program in the future.
Funding Source: School Improvement Grant (SIG) Pending Receipt of Funds
Acct. #2531-6393-56694-0066
5. Agreement with Great Schools Partnership, Inc., to provide professional development to staff at High School in the Community to support continued implementation of a project-based curriculum, from December 12, 2022 to June 30, 2023, in an amount not to exceed \$106,000.00 was presented by Ms. Strand who answered questions about the program.
Funding Source: School Improvement Grant (SIG) Pending Receipt of Funds
Acct. # 2531-6395-56694-0066

D. CHANGE ORDERS:

1. Change Order #1 to Contract 21749B-2-4 with Biosvert Plumbing LLC, to increase funding amount from \$200,000.00 by \$40,000.00 for a total amount of \$240,000.00, to add funds to cover emergent work was presented by Ms. Hunt.
Funding Source: 2022-2023 Capital Projects Acct. # 3C20-2073-58101 (\$200,000)
Funding Source: 2022-2023 Capital Projects Acct. # 3C20-2073-58101 (\$40,000)
2. Change Order #1 to Contract 21679-3-4 with CT Controls Corp, to increase funding amount from \$200,000.00 by \$40,000.00 for a total amount of \$240,000.00, to add funds to upgrade/repairs to older EBI Systems was presented by Ms. Hunt who answered questions about the EBI systems.
Funding Source: 2022-2023 Operating Budget Acct. # 190-47400-56624 (\$200,000.00)
Funding Source: 2022-2023 Capital Projects Acct. # 3C22-2261-58101 (\$40,000.00)
3. Change Order #1 to Contract 21678-3-4 with Encore Holdings, to increase funding amount from \$150,000.00 by \$30,000.00 for a total amount of \$180,000.00, to add funds to upgrade/repairs to alarm systems that are at end of life, and damages due to vandalism across district was presented by Ms. Hunt.
Funding Source: 2022-2023 Capital Projects Acct. # 3C22-2261-58101
4. Change Order #2 to Contract 21672 with Filter Sales and Services, Inc., to increase funding amount from \$125,000.00 to \$25,000.00 for a total amount of \$150,000.00, to cover spring filter changes across district was presented by Ms. Hunt.
Funding Source: ESSER Acct. # 2553-6399-56697
Discussion: Concern was expressed about the need for Change Orders and why costs were not included in the original contract. A discussion ensued.
5. Change Order #1 to Contract with Hillyard to increase funding amount from \$85,000.00 by \$45,000.00 for a total amount of \$130,000.00, to cover expenses for custodial equipment repairs was presented by Ms. Hunt.
Funding Source: 2022-2023 Capital Projects Acct. # 3C22-2261-58101
6. Change Order #1 to Contract 21709-3-5 with New Haven Pictograph, to increase funding amount from \$50,000.00 by \$10,000.00 for a total amount of \$60,000.00, to cover expenses for specialty bulbs for auditoriums that require repair/replacement was presented by Ms. Hunt.
Funding Source: 2022-2023 Capital Projects Acct. # 3C22-2261-58101
7. Change Order #1 to Contract 21687-3-5 with Sports Construction, to increase funding amount from \$50,000.00 by \$10,000.00 for a total amount of \$60,000.00, to cover expenses for bleacher move and repairs due to increased sporting events was presented by Ms. Hunt and Mr. Fanelli.
Funding Source: 2022-2023 Capital Projects Acct. # 3C22-2261-58101

II. DISCUSSION:

- Agreement forms – Update: Mr. Wilcox and Ms. DeMaio reviewed updated forms. Ms. DeMaio explained that the forms still require tweaking. There were questions about the insurance needed which require clarification. Mr. Wilcox indicated that the City was in the process of updating policies and the forms and guidance to staff will need to reflect those changes. Ms. Hannans reported that she has met with staff to review the draft policies and provided feedback to Mr. Gormany. Mr. Wilcox requested that finalized forms be presented at the January meeting and a deadline for using forms will be established. A discussion ensued. **No motion was made and no vote was taken.**
- Defining the Gap Update: Ms. Redd-Hannans reviewed a report outlining K-12 staffing for FY20. She explained that continued meetings will be conducted with teacher and administrator unions to further refine the staffing model. She recommended specifying conditions or parameters that provide guidance on special circumstances. Committee members recommended that she include the paraprofessional union in discussions. A discussion ensued. **No motion was made and no vote was taken.**
- Series 3000 Policies: Mr. Wilcox reported that he will meet with City personnel about the new guidelines for procurement. He will also meet with Ms. Jackson regarding best approach to submit policies to the Governance Committee for review. Ms. Hannans reported that she is working with an intern who is assisting in a policy review for the Finance Department. A discussion ensued. **No motion was made and no vote was taken.**

Adjournment: A motion by Dr. Yarborough, seconded by Ms. Rivera to adjourn the meeting at 6:21 p.m., passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio