



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday February 21, 2023

MINUTES

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Ms. Patricia DeMaio, Ms. Keisha Redd-Hannans, Ms. Linda Hannans, Mr. Thomas Lamb, Ms. Typhanie Jackson, Ms. Mary Derwin, Mr. Robert McClain, Mr. Pedro Mendia, Ms. Christine Bourne, Ms. Viviana Conner, Ms. Gilda Herrera, Mr. Robert Fanelli, Ms. Jennifer Graves, Ms. Kate Anibaldi, Attorney Elias Alexiades, Mr. Thomas Platt

Call to Order: Mr. Wilcox called the meeting to order at 4:34 p.m. He explained that he will need to leave the meeting prior to 6:00 p.m., in order to attend the Board of Alders meeting. Ms. Rivera will chair in his absence.

Summary of Motions:

1. **Recommendation for Approval of Action Items:** A motion by Mr. Wilcox, seconded by Ms. Rivera, to Recommend Approval of 1 Abstract, 5 Agreements and 1 Purchase Order, passed by Roll Call Vote: 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. Agreement with Lani Rosenberg, d/b/a Full of Joy Yoga (FOJY), to provide yoga and mindfulness sessions for students at High School in the Community, from March 14, 2023 to June 30, 2023, in an amount not to exceed \$3,825.00. Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0066
- 2. Amendment #2 to Agreement #95713131 with State Education Resource Center, (SERC), to increase half day professional development sessions from 7 by 4 to 11 sessions, and to increase funding of \$9,800.00 by \$5,600.00 to \$15,400.00 with no change in funding source.
Funding Source: Title III Program Acct. #2518-5679-56694-0412

B. ABSTRACT:

- 1. Head Start Carryover Grant, in the amount of \$1,541,050.00 of which \$1,492,559.00 is designated for program operations, and \$48,491.00 is designated for training and technical assistance, from July 1, 2022 to June 30, 2023, was presented by Ms. Derwin who explained that the funds will be used to support playground improvements at Lincoln Bassett, Truman and Fair Haven schools.
Funding Source: U.S. Department of Head & Human Services Office of Head Start

C. AGREEMENTS:

1. Agreement with The Foundation of the Greater New Haven Chamber of Commerce, to manage the Science Fair Program, including Family Science Nights, mentoring, and the City-Wide Science Fair, from September 13, 2022 to June 30, 2023, in an amount not to exceed \$28,000.00 was presented by Mr. McCain who explained after individual school fairs, 225 projects will be selected to participate in the City-wide Science Fair, on May 15, 2023 at the Field House. In addition, the school invention convention will be included in the Science Fair this year.
Funding Source: Alliance Program Acct. #2579-5319-56694-0000
Discussion: Mr. Wilcox recommended that a "Save the Date" notification be sent to Board of Education members so those interested can attend the event.
2. Agreement with Connecticut Education Network to provide a dedicated internet access from July 1, 2023 to June 30, 2028, in an amount not to exceed \$40,038.00 was presented by Ms. Herrera, who explained that the District will save \$7,000.00 per year and that the project was E-rate funded with E-rate paying 90% and the District paying 10% of the cost.
Funding Source: 2023-2024 Operating Budget Acct. # 190-47200-52265
3. Agreement with Total Communications to provide router refresh installation and services for 48 sites, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$564,842.21 was presented by Ms. Herrera.
Funding Source: ARP ESSER Carryover Program Acct. # 2553-6399-54413-0104
4. Agreement with American Evaluation Services, Inc., to provide grant evaluation services and the Final Performance Report for the 2017 cohort of the Magnet School Assistance Program Grant, from March 14, 2023 to June 30, 2023, in an amount not to exceed \$68,000.00 was presented by Ms. Redd-Hannans on behalf of Ms. Bonanno. She explained that the evaluation service is a federal grant requirement.
Funding Source: Magnet 17-22 Magnet Carryover Program Acct. #2517-6258-56680-0000
5. Agreement with Manufacturers Training Group, LLC, to provide consulting services to support the development of two individual Digital Manufacturing and Engineering programs, from March 14, 2023 to June 30, 2023, in an amount not to exceed \$24,500.00 was presented by Mr. McCain on behalf of Ms. Bonanno. Funding Source: ESSER II Program Acct. #2552-6363-56697-0100

D. CHANGE ORDERS:

1. Change Order #2 to Contract #21687-3-5 with Sports Construction to increase funding amount from \$60,000.00 by \$25,000.00 to \$85,000.00 to cover costs incurred for bleacher move and equipment repairs was presented by Mr. Fanelli on behalf of Ms. Hunt. In response to questions, he confirmed that the amendment falls within the threshold for changes and that the new contract will be put out to bid for the upcoming years. Funding Source: 2022-2023 Capital Projects Acct. #3C22-2261-58101

II. DISCUSSION:

- **Series 3000 Policies:** Mr. Wilcox reported that the next set of draft policies was posted on the website and sent out to Board of Education members and staff for review. The policies will be reviewed for any changes at the next Finance & Operations Committee meeting. **No motion was made and no vote was taken.**

- **F&O Forms:** Mr. Wilcox reported that progress has been made on form revision. An update will be provided at the next meeting. **No motion was made and no vote was taken.**
- **January 2023 Budget Report:** Ms. Hannans reviewed the report, as posted, indicating total expenditures of \$139.2 million. Changes from previous forecast are related to salary increases for teachers due to the MOU for 6th class, updated vacancy needs to cover openings in full time positions and overtime costs due to vacancies. Utility costs rate increases are anticipated up to 50%. A discussion ensued. **No motion was made and no vote was taken.**
- **2023-2024 Draft Budget Presentation:** Dr. Tracey thanked Ms. Hannans, the finance team and other staff for their work in preparing the budget. Ms. Hannans reviewed the presentation, as posted, noting that the initial request for funds totals \$207,071,931.00, a difference of \$11,808,147.00 over last year. She noted a correction to be made on page 17. Ms. Hannans reported that this draft budget does not include results of Defining the Gap project, which will increase the request substantially. A discussion ensued. Mr. Wilcox requested the following edits in order to provide clarification:
 - Slide 12: a note explaining that the list is a sampling of schools, not the complete list.
 - Slide 13: indicate last year's budget request and amount received
 - Slide 17: note explaining that the proposed new items are not included in the \$207,071,931 budget request
 - Detail about the ESSER funds, including a summary of how grant is used and how draw downs work, in order to explain delays in spending.Mr. Wilcox also asked for an update on grant funds prior to going to the Board of Alders. A discussion ensued. No motion was made and no vote was taken.
- **Transportation Contract Update:** Mr. Lamb reported on the RFP development process and challenges. He introduced Mr. Platt, a representative of CESO, the contractor hired to develop the RFP. Mr. Platt discussed the possibility of segmenting the contract to allow contractors the opportunity to bid on smaller portions. He also discussed the City's requirement that buses are housed within City limits. A discussion ensued about the electrification of buses, risks and liability insurance and bus housing issues. Mr. Lamb reported the draft RFP should be completed by Friday, but he is waiting for Mr. Gormany to weigh in on the bus housing issue. **No motion was made and no vote was taken.**
- **Defining the Gap Project Update:** Ms. Jackson introduced Ms. Jennifer Graves, a teacher at the Dr. Mayo School Early Childhood School and Ms. Aniballi, Supervisor of School Psychology, to present data trends, staffing guidelines and staffing needs for Special Education, as posted on the website. Ms. Jackson reported that full staffing for Special Education would total in excess of \$7.8 million. **No motion was made and no vote was taken.**

Adjournment: Ms. Rivera adjourned the meeting at 6:07 p.m.

Respectfully submitted,
Ms. Patricia A. DeMaio