



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, April 19, 2021

MINUTES

VIRTUAL MEETING

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway

Staff: Dr. Iline Tracey, Mr. Phillip Penn, Dr. Paul Whyte, Ms. Michele Bonora, Ms. Keisha Redd-Hannans, Ms. Ivelise Velasquez, Ms. Patricia DeMaio, Attorney Elia Alexiades, Mr. Joseph Barbarotta, Mr. Thomas Smith, Ms. Gilda Herrera, Mr. Michael Gormany, Ms. Typhanie Jackson, Mr. Pedro Mendia

Closed Captioner

Call to Order: Mr. Wilcox called the meeting to order at 4:31 p.m. and indicated the need to amend the agenda to include the Food Service Budget Update as a discussion item. The budget was received by Committee members earlier in the day and posted on the district's website. **A motion by Mr. Wilcox, seconded by Mr. Conaway, to amend the Agenda by adding the Food Service Budget Update to Discussion items, passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.**

Summary of Other Motions:

- **Recommend Approval of Action Items:** After presentation of the following Action Items, a motion by Mr. Wilcox, seconded by Ms. Rivera to **Recommend Approval of 1 Abstract, 6 Agreements and 5 Contracts**, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.
- **Adjourn:** A motion by Ms. Rivera, seconded by Mr. Conaway to adjourn the meeting at 5:45 p.m. passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Wilcox, Mr. Conaway, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY & ACTION ITEMS:

A. INFORMATION ONLY - The Superintendent approved the following Information Only item(s):

1. Amendment #1 to Agreement #95385600 with Clifford W. Beers Child Guidance Clinic, Inc., to decrease funding of \$16,000.00 by \$10,000.00 to \$6,000.00 due to limited access for School Readiness Early Childhood Programs during Covid19.

Funding Source: Quality Enhancement Program

Acct.# 2513-5385-56697-0442

B. ABSTRACT:

1. Program Enhancement Project, (PEP), in the amount of \$210,000.00 for July 1, 2021 to June 30, 2022 was presented by Ms. Bonora who answered Committee questions about the grant.
Funding Source: Connecticut State Department of Education

C. AGREEMENTS:

1. **Recommend Approval of Amendment #1** to Agreement #96339574 with Friends Center for Children to convert 5 PreK spaces to 5 Infant/Toddler spaces for the months of May 2021 and June 2021, and to increase funding of \$206,944.17 by \$2,208.30 to \$209,152.47 was discussed in the absence of Ms. Duclos for a presentation. The amendment converts spaces. Committee members agreed to Recommend Approval.
Funding Source: Child Day Care Program **Acct. #2090-6339-56697-0442**
2. **Recommend Approval of Agreement with Columbia Center for Technology and School Change, (CTSC)**, to provide 4 sessions of professional learning to PreK2 and 3rd-5th grad educators, April 27, 2021 to June 30, 2021, in an amount not to exceed \$36,000.00 was presented by Ms. Velasquez, who answered Committee questions about the professional development program.
Funding Sources:
Title III Program **Acct. #2518-5679-56694-0000 (\$16,000.00)**
Title IVA Program **Acct. #2511-6291-56694-0000 (\$20,000.00)**
3. **Recommend Approval of Amendment #18** to CM Agreement for Helene Grant/Central Administration Office with Giordano Construction, to decrease the total amount of the agreement from \$38,508,776.00 by \$226,531.00 to \$38,282,245.00 was presented by Mr. Smith who answered Committee questions.
Funding Source: Capital Budget **Acct. #3078-H912-58001**
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4. **Recommend Approval of Amendment #3** to Agreement for Helene Grant School Project Consultant with SSRCx, to increase the total amount of the agreement from \$267,228.00 by \$58,200.00 to \$325,428.00.
Funding Source: Capital Budget **Acct. #3078-H912-58001**
5. **Recommend Approval of Agreement with Advanced Office Systems (AOS) for Network Server Maintenance & Support Solution**, in an amount not to exceed \$266,240.00 from July 1, 2021 to June 30, 2022, was presented by Ms. Herrera.
Funding Source: Operating Budget **Acct. #190-47200-56694**
6. **Recommend Approval of Agreement with Advanced Office Systems (AOS) for Computer & Printer Support**, in an amount not to exceed \$449,280.00 from July 1, 2021 to June 30, 2022 was presented by Ms. Herrera. In response to Committee member questions about the advantages of using a contractor for this service, Ms. Herrera explained that the Agreement is cost effective as benefits and staff training costs are paid by the contractor who provides 9 staff to support the district. She explained that the network staff are also available on-call without additional cost.
Funding Sources: Operating Budget **Acct. #190-47200-56694**
Presenter: Ms. Gilda Herrera **Document Link:** AOS2

D. CONTRACTS

1. **Recommend Approval of** Change Order #1 to Contract #50535C1-4 for Snow Plowing Services with Amazon Landscaping & Design Services, LLC to increase the total amount of the contract from \$40,000.00 by \$6,800.00 to \$46,800.00 was presented by Mr. Barbarotta.
Funding Source: Operating Budget **Acct. #190-47400-56662**
 2. **Recommend Approval of** Change Order #2 to Contract #50535A-1-4 for Snow Plowing Services with M&M Total Construction, LLC to increase the total amount of the contract from \$261,198.00 by \$176,452.00 to \$437,650.00 was presented by Mr. Barbarotta.
Funding Source: Operating Budget **Acct. #190-47400-56662**
 3. **Recommend Approval of** Change Order #1 to Contract #50535B1-4 for Snow Plowing Services with Tim's Enterprise's, to increase the total amount of the contract from \$60,000.00 by \$14,650.00 to \$74,650.00.
Funding Source: Operating Budget **Acct. #190-47400-56662**
- Discussion regarding items 1-3 Snow Removal Contracts:** Mr. Barbarotta explained that the two snow removal contracts exceeded projections by \$197,000 due to 40.2 inches of snow during the winter months. A discussion ensued about the bidding process for contractors. Mr. Barbarotta explained that 46 schools were bid individually
4. **Recommend Approval of** Change Order #1 to Contract #21637-2-2 for On-Call Fence Repairs with Select Fence, LLC to increase the total amount of the contract from \$25,000.00 by \$25,000.00 to \$50,000.00 was presented by Mr. Barbarotta who explained that repairs were required for a fence at Truman School that had been knocked down. In addition, fencing and a new gate were installed in the back of Daniels School for safety reasons.
Funding Source: Capital Projects **Acct. #3C202083-58101**
 5. **Recommend Approval of** Change Order #1 to Contract #2167-1-4 for On-Call HVAC Controls with Connecticut Controls Corp. to increase the total amount of the contract from \$200,000.00 by \$75,000.00 to \$275,000.00 was presented by Mr. Barbarotta.
Funding Sources: Operations Budget **Acct. #190-47400-56624 (\$200,000.00)**
Funding Sources: Capital Projects **Acct. #3C202074-58707 (\$ 75,000.00)**

II. DISCUSSION:

- **Food Service Budget Update:** Mr. Gormany reviewed the budget projection detailing revenue and expense for Food Service. He explained that \$6.8 million revenue is significantly below previous year's amount of \$14.5 million. However, since schools have reopened and revenue from USDA and the Healthy Food Initiative have been received, Mr. Gormany projected a reduced deficit of \$2,776,894.00, which may decrease over the next few months. Mr. Gormany explained that the current projection includes retroactive salary increase for Local 217 and the Food Service contribution towards medical benefits. He and Ms. Gail Sharry will continue to look at opportunities to reduce expenses. A discussion ensued about use of ESSER grant funds to help cover remaining deficit. Mr. Penn reported that the new American Recovery Plan, (ARP) funds can be used for that purpose. The State will provide further guidelines in the coming weeks. **No**

motion was made and no vote was taken.

- **March 2021 Budget Report** for General Funds was presented by Mr. Penn who explained that staff is still working on the Special Fund report. Mr. Penn noted that the report does not reflect the Magnet School Transportation grant, which will be received in May. Tuition costs are on track because payments from other towns have been received. He anticipates a final budget outlook in May. A discussion ensued. **No motion was made and no vote was taken.**
- **Eco-Urban Pioneers:** Mr. Barbarotta reviewed a monthly “true up” report tracking the number of days worked per month. He reported at this point, the company is in deficit on hours owed but that this would change over the next months. In addition, he explained that any hours owed to the district can be rolled over into summer, when schools will be open for summer programming. **No motion was made and no vote was taken.**
- **Update Quinnipiac and West Rock School Closures:** Mr. Penn reported that staff continues to search for examples of checklists that could be utilized for the closings, per Committee recommendation. He has conferred with the State and the Connecticut Association of School Business Officials, (CASBO), and legal but has nothing concrete at this stage to report. Mr. Penn noted that the facilities study should identify whether or not those school can be utilized for other purposes before closing and returning the properties to the City. A discussion ensued. **No motion was made and no vote was taken.**
- **Long Term Facilities Study:** Mr. Penn reported that the district is in the process of interviewing vendors who responded to the RFP for a facilities study. There are two final candidates and Mr. Penn will return to Committee with recommendations. He discusses priority areas for the long term study, which include: a demographic study; long term enrollment projections and, potential for reducing carbon foot print. At the conclusion of the study, a report to the Board of Education will detail options on building uses. A discussion ensued. **No motion was made and no vote was taken.**
- **Sound School roof replacement and filtration upgrade:** Mr. Penn reported that the RFP for architecture services closes in two weeks. He noted that the architects must produce a sketch for the State. He anticipates that the roofing project itself will be completed fairly quickly and that the plan includes moving some of the equipment off the roof before roofing is replaced. Committee members concurred that it would be ideal if the roof could be replaced before school begins in the fall. **No motion was made and no vote was taken.**
- **Magnet School Transportation Grant:** Mr. Penn reported that in the past, the district received \$1.5 million back from the State. The State did not object to a request for \$1.7 million for the new school year, which is an unexpected upside. A discussion ensued. **No motion was made and no vote taken.**
- **American Recovery Plan (ARP) Grant:** Mr. Penn and Ms. Redd-Hannans discussed the difference between ARP and the ESSER II grants. The ARP can be used to offset operating costs, such as the Food Service deficit, while the ESSER II is focused on academics. Ms. Redd-Hannans noted that the ESSER II grant application was recently submitted. Mr. Penn noted that the ARP grant has a longer grant period than ESSER, with an end date of September 2024. A discussion ensued. Mr. Penn also discussed the need to hire a Compliance Officer for the grants. In terms of ESSER spending, Mr. Wilcox recommended that staff

reach out to members of the community who did not participate in the district discussions about use of the funds. **No motion was made and no vote was taken.**

Adjournment: A motion by Ms. Rivera, seconded by Mr. Conaway to adjourn the meeting at 5:45 p.m. passed unanimously by roll call vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox. Yes.

Respectfully submitted,

Patricia A. DeMaio