



NEW HAVEN PUBLIC SCHOOLS  
New Haven, Connecticut

**NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING**

Monday August 7, 2023

**MINUTES**

**Present:** Mr. Matthew Wilcox, Dr. Orlando Yarborough  
**Staff:** Dr. Madeline Negrón, Dr. Paul Whyte, Dr. Michael Finley, Ms. Patricia DeMaio, Mr. Thomas Lamb, Mr. Edward Connelly, Ms. Typhanie Jackson, Ms. Sue Peters, Ms. Mary Derwin, Mr. Frank Fanelli, Ms. Michele Bonanno, Mr. Michael Gormany, Dr. Nicholas Perrone, Ms. Sequella Coleman, Mr. Matthew Brown, Mr. Erik Patchofsky, Mr. Christian Tabares, Mr. Baron Young, Attorney Elias Alexiades

**Call to Order:** Dr. Yarborough called the meeting to order at 4:35 p.m. He explained that Mr. Wilcox was delayed and would join the meeting shortly. Mr. Wilcox joined the meeting at 4:36 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 3 Abstracts, 17 Agreements, 13 Purchase Order and 21 Contracts, passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.
2. **Motion to Adjourn:** A motion by Dr. Yarborough, seconded by Mr. Wilcox to adjourn the meeting at 7:28 p.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.

**I. INFORMATION ONLY & ACTION ITEMS:**

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

1. Agreement with Connecticut Orthopedics to provide medical services for athletic events from August 1, 2023 to June 30, 2024 in an amount not to exceed \$7,500.00 was presented by Mr. Patchofsky.  
Funding Source: 2023-2024 Operating Budget Acct. #190-40400-56694

**B. ABSTRACTS:**

1. 21<sup>st</sup> Century Community Learning Centers Grant for Troup/Wexler Schools, in the amount of \$95,000.00 for July 1, 2023 to June 30, 2024 was presented by Mr. Tabares on behalf of Ms. Joseph-Lumpkin.  
Funding Source: Connecticut State Department of Education
2. 21<sup>st</sup> Century Community Learning Centers Grant for Hill Central, FAME and Nathan Hale Schools, in the amount of \$200,000.00 for July 1, 2023 to June 30, 2024 was presented by Mr. Tabares on behalf of Ms. Joseph-Lumpkin.  
Funding Source: Connecticut State Department of Education

3. 21<sup>st</sup> Century Community Learning Centers Grant for Barnard, Brennan and Celentano Schools, in the amount of \$150,000.00 for July 1, 2023 to June 30, 2024 was presented by Mr. Tabares on behalf of Ms. Joseph-Lumpkin.

Funding Source: Connecticut State Department of Education

Presenter: Ms. Gemma Joseph Lumpkin

Document Link: 21CBarnardBrennan

### C. AGREEMENTS:

1. Agreement with Lumen Touch LLC for data management for school-based health clinics from September 1, 2023 from June 30, 2024 in an amount not exceed \$30,775.00 was presented by Ms. Peters who answered committee questions about the contractor. She explained that a different contractor is utilized for the dental clinics.

Funding Source: 2022-2023 Medicaid Program

Acct. #2534-5408-56694-0000

2. Agreement with Total Communications to provide dual data center project will address the hardware/software/security needs to upgrade the Wide Area Network infrastructure to provide greater bandwidth, resiliency, security, and overall increased NHPS network stability from July 1, 2023 to June 30, 2024, in an amount not to exceed \$1,499,999.92 was presented by Mr. Connelly on behalf of Ms. Herrera. He provided an overview of the project and answered questions. He confirmed that the project did not meet criteria for eRate cost sharing.

Funding Source: 2023-2024 Capital Projects

Acct. # 3C24-2463-58704

3. Agreement with Adriana International Inc. to provide athletic training services which include prevention, medical care and rehabilitation of student-athletes, from August 1, 2023 to June 30, 2024, in an amount not to exceed \$60,000.00 was presented by Mr. Patchofsky, who confirmed that the contractor fell under the professional services category under the City of New Haven Procurement Policy.

Funding Source: 2023-2024 Operating Budget

Acct. #190-40400-56689

4. Memorandum of Understanding with Elm City Montessori School to continue as the local Board approved charter school at 495 Blake, New Haven, Connecticut, for July 1, 2023 to June 30, 2024 was presented by Ms. Bonanno who explained that the financial Agreement would be processed separately. She indicated that cost per student remains the same but the funding is split between in-kind and direct pay, which is currently in negotiations.

**Correction:** The end date of the MOU is June 30, 2027, a multi-year arrangement outlining the relationship; the financial Agreements when presented, will be annual. The listing will be corrected for the Board of Education Agenda. Mr. Wilcox asked that the MOU be separated from other Agreements and he asked Ms. Bonanno to update the memo.

5. Agreement with Area Cooperative Educational Services, (ACES), to provide professional artists in all art areas; arts program management; instructional materials, equipment, performance and professional development to support the arts program at Betsy Ross Arts Magnet Middle School, from August 14, 2023 to June 24, 2024, in an amount not to exceed \$403,532.00 was presented by Ms. Bonanno who explained that the current arrangement may change in the future as the State relaxes certification regulations.

Funding Source: Interdistrict Magnet School Program

Acct. #270-43355-56697-0055

6. Amendment #1 to Agreement #95265008 with Boy Scouts of America, CT Yankee Council, to increase the Scope of Service to include Summer of Fun activities for 200 7<sup>th</sup> and 8<sup>th</sup> grade students, two overnight

camping programs at Camp Sequassen for 200 students, and to increase funding of \$112,530.00 by \$90,000.00 to \$202,560.00 was presented by Mr. Tabares on behalf of Ms. Joseph-Lumpkin. A discussion ensued the reasons the service was provided without prior authorization.

Funding Source: Title I Carryover Program Acct. #2531-5265-56694-0444

7. Agreement with Cornell Scott Hill Health Center, to provide licensed staff for the School Health Centers are Roberto Clemente, Davis Street, Hill Central, King-Robinson, Truman, and Lincoln Bassett schools, from August 15, 2023 to June 30, 2024, in an amount not to exceed \$410,400.00 was presented by Ms. Peters.

Funding Source: School Health Center Program Acct. #2512-5124-56694-0000

8. Agreement with the Foundation for the Arts and Trauma, Inc., to provide individual and classroom-based trauma informed counseling and education, at Edgewood School, from September 1, 2023 to June 30, 2024, in an amount not to exceed \$65,000.00 was provide by Dr. Perrone who discussed benefits of the program.

Funding Source: ARP ESSER III Carryover Program Acct. # 2553-6399-56694-0012

9. Agreement with Dr. Constance Catrone, to recruit, train and supervise 6 masters preparing social workers from Smith College and Southern Connecticut State University to provide integrated school-based social work services to students and staff at Metropolitan Business Academy, from August 22, 2023 to June 13, 2024, in an amount not to exceed \$20,000.00 was presented by Ms. Coleman.

Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0060

10. Agreement with the Foundation for the Arts and Trauma, Inc., to provide individual trauma informed counseling for students at Metropolitan Business Academy, and provide professional development for staff, from August 31, 2023 to June 30, 2024, in an amount not to exceed \$75,000.00 was presented by Ms. Coleman who discussed the benefits of the program and the interaction with social work services.

Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0060

11. Agreement with Shine Early Learning to provide grant development, writing and support for the Federal Head Start grant application, from September 1, 2023 to January 1, 2024, in an amount not to exceed \$40,000.00 was presented by Ms. Derwin.

Funding Source: 2023-2024 Operating Budget Acct. #190-4300-56694-0443

12. Agreement with Shine Early Learning to provide targeted training and technical assistance to the Head Start Program, from September 1, 2023 to June 30, 2024, in an amount not to exceed \$70,000.00 was presented by Ms. Derwin.

Funding Source: Head Start Basic Carryover Program Acct. #2532-6373-56694-0443

13. **WITHDRAWN:** Agreement with Public Good, LLC., to develop, design, produce and deliver creative content for the 2023 Head Start Recruitment Campaign, including billboards, flyers, digital media, post cards and bus advertisements, from July 25, 2023 to June 30,2024, in an amount not to exceed \$47,575.00 was withdrawn by Ms. Derwin who explained that the funder has communicated additional requirements.

Funding Source: Head Start Basic Program Acct. #2532-5279-56694-0443

14. Agreement with Clifford W. Beers Guidance Clinic, Inc., to provide two mental health clinicians for Head Start families and staff at Dr. Mayo, John Martinez, Lincoln Bassett, Fair Haven, Benjamin Jepson and Truman schools, from August 14, 2023 to June 30, 2024, in an amount not to exceed \$180,722.00 was presented by Ms. Derwin.  
Funding Source: Head Start Basic Carryover Program Acct. #2532-6326-56694-0443
15. Agreement with Excel Academy to provide an instructor for 20 students interested in CNA Certification at Wilbur Cross High School, from August 22, 2023 to June 30, 2024, in an amount not to exceed \$22,000.00 was presented by Mr. Brown.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0061
16. Agreement with Cormier Consulting, LLC, to provide professional development, technical and instructional support on a common framework for High Quality Instruction to staff at Wilbur Cross High School, from August 22, 2023 to June 30, 2024, in an amount not to exceed \$46,500.00 was presented by Mr. Brown.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0061
17. Agreement with Foundation for the Arts and Trauma, Inc., to provide individual and classroom-based trauma informed counseling and education at Wilbur Cross High School, from September 5, 2023 to June 30, 2024, in an amount not to exceed \$85,000.00 was presented by Mr. Brown.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0061
18. Agreement with Laura Goldblum, LCSW, to supervise a team of 8 social work interns to provide direct wraparound services to students at Wilbur Cross High School, from August 22, 2023 to June 30, 2024, in an amount not to exceed \$22,000.00 was presented by Mr. Brown.  
Funding Source: 2023-2024 Operating Budget Acct. #190-43-61-50136

**D. PURCHASE ORDERS:**

1. Purchase Order with School Mint, Inc. to provide lottery software management to support the districts school choice application and placement process, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$34,986.00 was reviewed by Mr. Wilcox on behalf of Mr. Middleton. He explained that a multi-year Purchase Order was approved by the Board of Education and Board of Alders last year.  
Funding Source: 2023-2024 Operating Budget Acct. # 190-40700-56694
2. Purchase Order with Calm.com Inc. to provide online service which provide teachers mental health fitness for their own social emotional well-being from July 1, 2023 to June 30, 2024 in an amount not to exceed \$21,094.50 was presented by Ms. Jackson who answered questions about staff and student usage of the program.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0490
3. Purchase Order with Committee for Children for subscription renewal of Second Steps k-8 from August 28, 2023 to June 30, 2024 in an amount not to exceed \$56,349.90 was presented by Ms. Jackson.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0490
4. Purchase Order with NCS Pearson Inc. for subscription renewal for review 360 platform for all schools, from August 28, 2023 to June 30, 2024 in an amount not to exceed \$44,200.00 was presented by Ms. Jackson.

- Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0490
5. Purchase Order with Brightly Software to provide facilities department with work order management software, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$42,495.70 was presented by Mr. Lamb who explained that the Office Dude software, previously used, was purchased by Brightly. They no longer support the older software and have updated versions.  
Funding Source: 2023-2024 Capital Projects Acct. #3C24-2461-58101
6. Purchase Order under Omnia R200401-CT-277605 with Daikin Applied to provide Beecher School Chiller rental from July 1, 2023 to October 31, 2023, in an amount not to exceed \$82,206.03 was presented by Mr. Fanelli.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
7. Purchase Order under State Contract #20PSX0088 with Dalene Flooring to provide removal and replacement of carpet at portion of Hillhouse from August 1, 2023 to June 30, 2024, in an amount not to exceed \$23,148.99 was presented by Mr. Fanelli.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0474
8. Purchase Order under State Contract #19PSX0002 with Consolidated Electric Inc. to provide Portable PA/AV speaker system for events from August 1, 2023 to June 30, 2024, in an amount not to exceed \$26,800.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
9. Purchase Order under State Contract #19PSX0002 with Consolidated Electric Inc. to provide PA and Clock upgrades at Brennan School from August 1, 2023 to June 30, 2024, in an amount not to exceed \$34,560.00 was presented by Mr. Fanelli.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0474
10. Purchase Order under State Contract #19PSX0002 with Consolidated Electric Inc. to provide PA and Clock upgrades at Mauro Sheridan School from August 1, 2023 to June 30, 2024, in an amount not to exceed \$24,590.00 was presented by Mr. Fanelli.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0474
11. Purchase Order under State Contract #19PSX0002 with Consolidated Electric Inc. to provide PA and Clock upgrades at Ross Woodward School from August 1, 2023 to June 30, 2024, in an amount not to exceed \$30,050.00 was presented by Mr. Fanelli.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0474
12. Purchase Order under State Contract #19PSX0002 with Consolidated Electric Inc. to provide PA and Clock upgrades at Troup School from August 1, 2023 to June 30, 2024, in an amount not to exceed \$31,025.00 was presented by Mr. Fanelli.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0474
13. Purchase Order under State Contract #19PSX0015 with Valley Communications System, Inc. to provide support for BOE Meetings, from July 1, 2023 and September 30, 2023, in an amount not to exceed \$5,280.00 was presented by Lamb.

Funding Source: 2023-2024 Capital Projects Acct. #3C24-2461-58101

#### E. CONTRACTS:

1. Award of Contract for Carbonella & Desarbo Inc. for Direct Commodity Purchases for the food service from July 1, 2023 to June 30, 2024, in an amount not to exceed \$900,000.00 was presented by Mr. Gormany and Mr. Young.  
Funding Source: 2023-2024 Food Service Budget Acct. #25215200-55587
2. Award of Contract J&A Baked Goods dba Michelle's Bakery for Direct Commodity Purchases for the food service from July 1, 2023 to June 30, 2024, in an amount not to exceed \$600,000.00 was presented by Mr. Gormany and Mr. Young.  
Funding Source: 2023-2024 Food Service Budget Acct. #25215200-55587
3. Award of Contract Lupi Marchigiano Bakery for Direct Commodity Purchases for the food service from July 1, 2023 to June 30, 2024, in an amount not to exceed \$75,000.00 was presented by Mr. Gormany and Mr. Young.  
Funding Source: 2023-2024 Food Service Budget Acct. #25215200-55587
4. Award of Contract Nuovo Packaging for Direct Commodity Purchases for the food service from July 1, 2023 to June 30, 2024, in an amount not to exceed \$20,000.00 was presented by Mr. Gormany and Mr. Young.  
Funding Source: 2023-2024 Food Service Budget Acct. #25215200-55587
5. Renewal Option 3 of 3 of Contract 21705-4-4 for Clearwater Industries to provide On Call Water Treatment Services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$60,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. #3C22-2261-58101
6. Renewal Option 3 of 3 of Contract 50517-4-4 for Cohen's Key Shop to provide On Call Locksmith Repair Services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$50,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. #3C22-2261-58101
7. Renewal Option 3 of 3 of Contract 21693-4-4 for Concrete Creations to provide On Call Duct Cleaning Services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$100,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
8. Renewal Option 3 of 3 of Contract 21678-4-4 for Encore Holdings, LLC to provide On Call Fire Alarm inspection and repairs from July 1, 2023 to June 30, 2024, in an amount not to exceed \$150,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
9. Renewal Option 3 of 3 of Contract 21679-4-4 for Encore Holdings, LLC to provide On Call Fire sprinkler maintenance from July 1, 2023 to June 30, 2024, in an amount not to exceed \$150,000.00 was presented by Mr. Lamb

- Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
10. Renewal Option 3 of 3 of Contract 21689-4-4 for Enviromed to provide On Call Asbestos Management services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$150,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
11. Renewal Option 2 of 3 of Contract 21781-3-4 for J. Witkowsky & Sons Tree to provide On Call tree removal services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$62,500.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
12. Renewal Option 3 of 3 of Contract 21702-4-4 for K5 Corporation to provide On Call line striping services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$25,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
13. Renewal Option 3 of 4 of Contract 21704-4-5 for Life Safety Service & Supply LLC to provide On Fire Extinguisher services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$15,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
14. Renewal Option 3 of 4 of Contract 50527B-4-5 for Lior Excavating to provide On Call sidewalk repair services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$25,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
15. Renewal Option 2 or 3 of Contract 50544R-3-4 for Select Fence & Guardrail LLC to provide On Call fence repair services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$35,000.00 was presented by Mr. Lamb. Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
16. Renewal Option 3 of 4 of Contract 21687-4-5 for Sports Construction of Connecticut, Inc. to provide On Call Gym Equipment repair services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$50,000.00 was presented by Mr. Lamb  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
17. Renewal Option 3 of 3 of Contract 50525B-4-4 for Tim's Enterprises, LLC. to provide On Call Painting services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$67,000.00 was presented by Mr. Lamb. Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
18. **WITHDRAWN:** Renewal Option 3 of 3 of Contract 50535B-4-4 for Tim's Enterprises, LLC. to provide On Snow Plowing services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$60,000.00 was Withdrawn by Mr. Lamb.  
Funding Source: 2023-2024 Operating Budget Acct. # 190-47400-56662
19. Renewal Option 2 of 3 of Contract 50527B-4-5 for Tim's Enterprises, LLC. to provide On Call flooring repair services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$25,000.00 was presented

by Mr. Lamb. Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101

20. Renewal Option 2 of 3 of Contract 50551-3-4 for Total Lighting Service, LLC. to provide On Call Emergency Lighting repair services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$50,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2261-58101
21. Renewal Option 2 of 3 of Contract 21743-3-4 for Wing's Testing & Balancing Company to provide On Call Fume Hood Cleaning Services from July 1, 2023 for June 30, 2024, in an amount not to exceed \$25,000.00 was presented by Mr. Lamb.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
22. Award of Contract 21870 to A. Prete Construction Co. Inc. to renovate south building at 21 Wooster PI for office space from August 1, 2023 to June 30, 2024, in an amount not to exceed \$1,123,000.00 was presented by Mr. Fanelli who explained that the building would be utilized for needed office space.  
Funding Source: ARP ESSER III Carryover Acct. # 2553-6399-56697-0474

## II. DISCUSSION:

- **Discussion and Possible Action: Policy 1330 Use of School Facilities:** Mr. Wilcox reviewed proposed changes to the policy, as represented in the posted draft policy, including language allowing the Superintendent to approve longer term use, with notification to the Board of Education. Mr. Wilcox asked committee members to review the changes. At the next meeting, he will ask for a vote to move the policy to Governance Committee. **No motion was made and no vote was taken.**
- **Review School Building Use Permit, Fees and Rules:** Mr. Lamb provided a presentation, as posted, on the School Building Use Program, including costs and rates, including a comparison of rates from Bridgeport Public Schools. A discussion ensued about recommendations to adjust rates. Dr. Negron noted that the recommendations were draft, not final. A discussion ensued about who sets rates and the need for further review. **No motion was made and no vote was taken.**
- **Series 3000 Policies** – Mr. Wilcox noted that the item will be discussed at the next meeting. **No motion was made and no vote was taken.**

**Adjournment:** A motion by Dr. Yarborough, seconded by Mr. Wilcox to adjourn the meeting at 7:28 p.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio