



NEW HAVEN PUBLIC SCHOOLS  
New Haven, Connecticut

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

Monday, September 20, 2021

Virtual Meeting

4:30 p.m.

**MINUTES**

**Present:** Mr. Mathew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway

**Staff:** Dr. Iline Tracey, Dr. Paul Whyte, Mr. Thomas Lamb, Ms. Linda Hannans, Dr. Michael Finley, Ms. Patricia DeMaio, Ms. Viviana Conner, Ms. Keisha Redd-Hannans, Mr. Glen Worthy, Ms. Gemma Joseph Lumpkin, Mr. Joseph Barbarotta, Ms. Typhanie Jackson, Ms. Gail Sharry, Mr. Michael Gormany, Ms. Ivelise Velasquez, Attorney Elias Alexiades, Ms. Lisa Mack  
Closed Captioner

**Call to Order:** Mr. Wilcox called the meeting to order at 4:33 p.m. and asked for a motion to amend the agenda in order to add 3 Change Orders to the Action Items as follows:

**Summary of Motions:**

1. **Motion to Amend the Agenda:** A motion by Mr. Conaway seconded by Mr. Wilcox to amend the agenda by adding 3 Change Orders to the Action Items, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.
2. **Motion to Recommend Approval:** A motion by Mr. Conaway, seconded by Mr. Wilcox to **Recommend Approval of 1 Abstract, 8 Agreements, 1 Purchase Order and 3 Change Orders** passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.

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

**A. INFORMATION ONLY:** Committee member did not have questions about the following Agreements approved by the Superintendent:

1. Amendment #1 to Non-Financial Memorandum of Agreement with Southern Connecticut State University, (SCSU), to clarify language in sections Type A and Type C tuition and fee waivers for New Haven Public School students taking college level courses, taught by SCSU faculty, providing waivers as long as the District qualifies under the Community Eligibility Provisions of the National School Lunch program.
2. Non-Financial Memorandum of Agreement with Gateway Community College to provide an off campus classroom site for programming and transitional services for students with disabilities, from August 30, 2021 to June 30, 2023.
3. Agreement with Area Cooperative Education Services, (ACES), to provide professional development to Hillhouse faculty on effective reading and writing instruction, from August 31, 2021 to June 17, 2022, in an amount not to exceed \$11,000.00.

**Funding Source:** Title I (Pending Receipt of Funds) **Acct. #2531-0062-56694-0062**

## B. ABSTRACT:

1. School Meals Emergency Operating Cost Reimbursement Program, in the amount of \$1,459,990.64 for July 1, 2021 to June 30, 2022 was presented by Mr. Gormany who reported that the grant was awarded by the U.S. D.A. through the State of Connecticut to reimburse districts for lost revenue due to the pandemic. He noted that there was no application for this grant. The funds must be utilized in FY22 and can be applied to personnel, food and equipment, including replacement of vehicles. A discussion ensued.

**Funding Source:** Connecticut Department of Education Office of Child Nutrition

## C. AGREEMENTS:

1. Amendment #2 to Agreement #96354100 with Arte, Inc., to change the funding account number from 21<sup>st</sup> Century Program, Acct. #2579-6354-56694-0000 to 21<sup>st</sup> Century Program, Acct. #2579-6365-56694-0000 with no change in funding amount of \$48,000.00 was presented by Ms. Joseph-Lumpkin.

**Funding Source:**

21<sup>st</sup> Century Program

**Acct. #2579-6365-56694-0000** (\$42,000.00)

Extended School Hours Program

**Acct. #2579-5326-56694-0000** (\$ 6,000.00)

2. Agreement with Arte, Inc. to provide afterschool programming for students at Davis and Barnard schools, from September 14, 2021 to June 30, 2021, in an amount not to exceed \$12,000.00 was presented by Ms. Joseph-Lumpkin.

**Funding Source:**

21<sup>st</sup> Century Program

**Acct. #2579-6273-56694-0009** (\$6,600.00)

21<sup>st</sup> Century Program

**Acct. #2579-6354-56694-0002** (\$6,200.00)

3. Agreement with Elizabeth Celotto Child Day Care Center to provide comprehensive child care, outreach services and parenting education to 32 secondary school parents and their children, from September 28, 2021 to June 21, 2022, in an amount not to exceed \$55,000.00 was presented by Ms. Jackson who answered questions about the program. In response to a question about the number of similar program available to students, Dr. Tracey noted that Celotto is the only program available at this time.

**Funding Source:** Priority Schools Program (Pending Receipt of Funds) **Acct. #2579-5919-56694-0000**

4. Agreement with Focused Schools to provide executive coaching for Hillhouse administrators and professional development for Hillhouse Instructional Leadership Team, from August 30, 2021 to June 17, 2021, in an amount not to exceed \$44,400.00 was presented by Mr. Worthy.

**Funding Source:** Title I Program (Pending Receipt of Funds) **Acct. #2531-0062-56694-0062**

5. Agreement with Justice Education to provide a program of study that will prepare students for a career in the construction industry, from September 13, 2021 to June 17, 2022, in an amount not to exceed \$60,000.00 was presented by Mr. Worthy.

**Funding Source:** Title I Program (Pending Receipt of Funds) **Acct. #2531-0062-56694-0062**

6. Agreement with CT Association for the Performing Arts (CAPA), to provide planning, management and services for COOP High School theaters and designated arts related facilities, from July 1, 2021 to June

30, 2022, in an amount not to exceed \$140,000.00 was presented by Mr. Lamb who answered Committee member questions about the service.

**Funding Source:** 2021-2022 Operating Budget **Acct. #**190-47000-56694

7. Agreement with Naviance, Inc. to provide online tools for supporting college, career and life readiness through CCLR Framework, from July 1, 2021 to June 30, 2022, in an amount not to exceed \$69,846.01 was presented by Ms. Jackson.

**Funding Source:** Alliance Program **Acct. #**2547-6107-56694

8. Memorandum of Understanding by and between the New Haven Board of Education and Elm City Montessori School, Inc., for the operation of Elm City Montessori School, from October 12, 2021 June 30, 2022 in the amount of \$1,664,766.00 was presented by Dr. Whyte who answered questions, noting that the funding increased for grade expansion to K-7. The Agreement will increase next year for the addition of grade 8.

**Funding Source:** 2021-2022 Operating Budget **Acct. #**190-40000-56694

#### D. PURCHASE ORDERS:

1. Purchase Order for Frontline Technologies Group, LLC to provide applicant tracking, absences & substitute management software, from July 1, 2021 to June 30, 2022, in an amount not to exceed \$63,150.93 was presented by Ms. Mack.

**Funding Source:** Alliance Program **Acct. #**2547-6105-56697

#### E. CHANGE ORDER:

1. Change Order #1 to Contract # 21679-2-4 with CT Controls Corp. for HVAC repairs to change the Funding Source from Alliance Program to Capital Projects with an increase from \$200,000.00 by \$200,000.00 in an amount not to exceed \$400,000.00 was presented by Mr. Barbarotta.

**Funding Source:** Capital Projects **Acct. #**3C20-2074-58101

2. Change Order #1 to Contract # 21749B-1-4 with Biosvert Plumbing Services LLC. for HVAC repairs to change the Funding Source from Alliance Program to Capital Projects with an increase from \$200,000.00 by \$350,000.00, in an amount not to exceed \$550,000.00 was presented by Mr. Barbarotta.

**Funding Source:** Capital Projects **Acct. #**3C20-2071-58101

3. Change Order #1 to Contract # 21749A-1-4 with Tucker Mechanical for HVAC repairs to change the Funding Source from Alliance Program to Capital Projects with an increase from \$200,000.00 by \$350,000.00, in an amount not to exceed \$550,000.00 was presented by Mr. Barbarotta.

**Funding Source:** Capital Projects **Acct. #**3C20-2071-58101

#### II. DISCUSSION:

- **Financial Report as of June 30, 3031 and General Fund Report as of August 31, 2021:** Ms. Hannans reviewed the 2020-2021 year end unaudited results noting total expenditures of \$267.3 million through June 30, 2021, of which \$189.1 million were General Fund expenditures and \$78.1 million were Grant expenditures. Ms. Hannans reported that the General Fund balanced with a \$91, 044.00 surplus. She also reviewed the Special Fund grant report and explained that due to Covid

19 federal grants noted in the report were awarded extensions to spend funds in fiscal years 2020-2021 and 2021-2022. A discussion ensued. **No motion was made and no vote was taken.**

- **Part-time Pay Update:** Dr. Tracey referenced a memo sent to committee members which explained that the district will increase hourly part-time pay to \$14.00 per hour and will increase to \$15.00 per hour when the State minimum increases take effect. In response to questions about the timeline, Dr. Tracey and Ms. Hannans reported that the new rate will go into effect as of October 4, 2021. A discussion ensued. Mr. Wilcox asked Dr. Tracey to revise the current memo for the Board of Education meeting by including the October 4, 2021 implementation date. Dr. Tracey and Dr. Whyte also discussed the vaccination mandate and noted that staff has had access to the information following the Governor's executive orders. Mr. Wilcox asked that staff report on the plan at the Board of Education meeting. **No motion was made and no vote was taken.**
- **FY 21 Minority and Women-Owned Contractors Report:** Mr. Barbarotta reviewed the posted report. He reported a total of 57 contracts, 15 of which are not eligible for the City's Small Contractor Development Program because their contracts exceed the \$150,000.00 threshold. Mr. Barbarotta noted that the report details contractors and then percentages rather than numbers because a number of contractors have multiple contracts. He reviewed percentages noted at the bottom of the report. **No motion was made and no vote was taken.**
- **FY 21 "Not to Exceed" Change Order Report:** Mr. Barbarotta reviewed the posted report that details contracts, change order amounts and funding accounts. He noted change orders that were necessary for HVAC and filter purchases due to Covid-19. A discussion ensued. **No motion was made and no vote was taken.**
- **Series 3000 Policies:** Mr. Wilcox reported that the Food Service Committee was completing their review of related policies. He explained that the Series 3000 policies relate to Finance & Operations Committee. Once the review is complete the policies will be sent to Governance Committee and CAGE. Ms. Hannans reported that she established a staff committee to review finance related policies. She indicated that she will forward policies related to Operations to Mr. Lamb for follow-up. **A discussion ensued. No motion was made and no vote was taken.**

**Adjournment:** A motion by Ms. Rivera, seconded by Mr. Conaway, passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio