



NEW HAVEN PUBLIC SCHOOLS

Domestic Overnight Trips Spring 2020
March 9, 2020
Status Report

Status	DATES	SCHOOL	LOCATION	GRADE	Students: Chaperones	NHPS TRIP LEADER	Teaching & Learning Meeting Approval
Approved 3/2/20	3/3- 3/5/2020	Clinton Avenue	Hulbert Outdoor Leadership Program Fairlee, VT	7 & 8	20:2	Lauren Sepulveda	2/12/20
Approved 3/2/20	3/16- 3/19/2020	Edgewood	Nature's Classroom Ivoryton, CT	6	5:50	Holly Smith	12/18/19
Mr. Brown cancelled the trip at no cost to families.	3/19- 3/21/2020	HSC	Philadelphia, PA	HS	3:25	Matthew Brown	12/18/19
Mr. Brown cancelled the trip at no cost to families.	3/26- 3/27/2020	HSC	Providence, RI	HS	4:30	Matthew Brown	12/18/19
Three out of three families wanted to cancel the trip. Mr. Steele canceled the trip and the families received a full refund.	4/14- 4/16/2020	Wilbur Cross	Kissimmee, Florida	HS	3:2	Joseph Steele	2/12/20
The principal will continue to monitor the recommendations by the CDC. It is important to note that this trip is at no cost to families.	4/20- 4/22/2020	Adult Education	Washington, D.C., Baltimore, MD Bowie, MD Dover, MD	HS	20:4	Michelle Bonora	2/12/20
Nineteen out of twenty (95%) families responded that they were comfortable continuing with	4/28- 5/3/20	Hill Regional Career	Detroit, MI	HS	20:2	Cynthia Scheetz	2/12/20

<p>this trip.</p> <p>One out of twenty (5%) families responded that they were not comfortable continuing with this trip.</p> <p>The principal will continue to monitor the recommendations by the CDC.</p> <p>It is important to note that this trip is at no cost to families.</p>							
<p>Sixteen out of nineteen (84%) families wanted to cancel the trip</p> <p>Two out of nineteen (11%) families wanted to continue the trip.</p> <p>One out of nineteen (5%) families did not respond.</p> <p>Ms. Kaliszweski cancelled the trip and all families were given a full refund.</p>	5/17-5/22/2020	Mauro Sheridan	Walt Disney World/EPCOT Center Orlando, FL	8	5:20	Sandy Kaliszewski	12/18/19
<p>Mr. McCain cancelled the trip and families were given a full refund.</p>	5/20-5/22 2020	Barnard	Gettysburg Battlefield Gettysburg, PA	8	4:30	Richard Caldwell Robert McCain	12/18/19

NHPS International Trips 2020, Update as of March 6, 2020

<u>STATUS UPDATE</u>	School(s)	Destination Country, City(ies)	Dates in 2020	Trip Leaders	students: chaperones	Travel Comp.	State Dept. Travel Advsry Level	CDC Travel Advsry Level	Insurance	Refund Status
The group has decided to postpone the trip to next year; they would like to add Italy back in as well next year.	Sound	Italy and Greece (they had eliminated Italy)	4/10-4/17	Alfonsina Improta (Italian)	22:4	ACIS	1	2 1	Can invoke "Peace of Mind" program and change travel dates or itinerary.	The company doesn't anticipate any costs to families who postpone to 2021, but they are checking. If they <u>cancel</u> , the refund they receive will be based on their current insurance and category (varies - \$270-650 plus they get travel vouchers for ACIS).
The group would like to wait to make a decision. They have until March 31st at the same refund rate.	Wilbur Cross	Costa Rica Liberia, MonteVerde, Guanacaste	4/10-4/18	Charlene Woodland (Environmental Science)	16:3	Explorica	2	1	Students bought Travel Protection Plan Plus. Explorica has third party coverage up to \$50 million. They added us to their COI.	30-day decision extended to March 31 st . They paid between \$2784 and \$3028. If cancelled before 3/31, they get 75% back (except deposit), depending on when/how they paid, losing \$500-600 per student. After March 31 st , no refunds.
The group is very interested in going. They have until March 31st at the same refund rate.	Hill Career	Costa Rica San Jose	4/9-4/16	Carlos Lopez (Spanish)	2:1	Explorica	2	1	<u>Only one student bought insurance, others did not.</u> Liability coverage up to \$50 million and they added us to their COI.	30-day decision extended to March 31 st . They would lose 75% of all fees and \$99 deposit. They paid between \$2279 and \$2348. <u>They would lose approximately \$1808-\$1860 per student.</u> After March 31 st , no refunds.
The teacher is surveying parents. They still have time before losing any money. We should have a group answer by 3/10/20.	ESUMS 7 th /8 th	Canada Quebec	5/2-5/5	Laura Rais (French)	25:4	Prometeor	1	1	CFAR insurance included in costs. Can add NHPS/ESUMS liability for \$250.	They would lose either nothing or a \$15 processing fee.
The group has decided to cancel this trip.	Sound (Seniors only)	Bermuda St. Georges & Hamilton	5/17-5/23	Peter Solomon John Roy	15:4	BIOS, Bermuda Institute of Ocean Sciences	1	1	Purchased individual insurance per student.	If cancelled by 3/15, there are no out-of-pocket losses to students; all would be covered by fundraising.

Resolutions FY 2020-2021

March 9, 2020

Resolution #1 raises for Part Time Instructional Staff

The NHPS CFO proposed “a handful of fixes to some systemic issues we have around our pay rates” to allow for better competition with surrounding towns for qualified staffers as well as general fairness to some of our lowest employees. The CFO proposed raising the pay rates for substitutes, paras and bus monitors. He also suggested changing the pay rates for paras and bus monitors.

Background Information

Minimum Wage	Living Wage – 1 Adult			
	0 Children	1 Child	2 Children	3 Children
\$11.00 on October 1, 2019	\$13.74	\$29.36	\$33.99	\$41.21
\$12.00 on September 1, 2020				
\$13.00 on August 1, 2021				
\$14.00 on July 1, 2022				
\$15.00 on June 1, 2023				

Substitute teachers

Currently, substitute teachers make \$75 per day. The current hourly rate at 6.5 hours is \$11.54.

Full time Paras

Currently, fulltime paras are being asked to cover classrooms when teachers are absent. The CFO has proposed that a pay differential of \$3 per hour should be given to paras who are asked to cover classrooms.

Bus Monitors

Currently, bus monitors are paid a flat daily rate of between \$35.50 to \$63.50 depending on the number of bus runs the employee covers. The CFO recommends that we move to a \$12 per hour wage with a guaranteed minimum of \$60 per day.

Part Time Paras and Parent Advocates


No recommendation from the CFO. Currently these workers earn \$12.00 an hour for 19.5 hours per week (the same rate for over 4 years) and are not represented by a union. The currently earn about \$46.80 per day.

Motion

- 1. Substitute teachers - Increasing the substitute teacher pay rate from \$75 per day (the bottom of the market) to \$100 per day (the top of the market) [hourly rate of \$15.38]**
- 2. Full Time Paras - add a \$3 per hour pay differential when a para is asked to cover a classroom.**
- 3. Bus Monitors – change the pay structure to pay a minimum wage of \$12 per hour with guaranteed minimum of \$65 per pay**
- 4. Part Time Paras and Parent Advocates – raise the minimum wage to \$16.66, with a guaranteed \$65 per day (the same as the bus monitors).**

*** It should be noted that in several years the minimum wage will be \$15.00 per hour, and most of these wages will have to rise each year for the next 4 years.*

MEMORANDUM

To: Finance and Operations Committee, Board of Education
From: Phillip Penn, Chief Financial Officer 
Date: February 27, 2020
Re: Rates of pay

I'd like to propose a handful of fixes to some systemic issues we have around our pay rates.

Specifically, I would recommend moving our substitute teacher pay rate from the bottom of the market (\$75 per day) to near the top (either \$95 or \$100), to ensure we're competitive vs. surrounding towns and generating an acceptable talent pool (see comparison below).

I further think we should offer a pay differential of \$3/hour to any paraprofessional that covers a classroom for a full day. The current contract makes it fairly clear that paras are to be used to cover classrooms only on an emergency basis, and not more than one day a week. Given the poor fill rate we have with our substitute teachers, we are aware that several paras have covered classrooms on a more extended basis. This proposal would provide differentiated pay to the para taking on responsibilities beyond the scope of their normal role.

Lastly, I would recommend moving our bus monitors to \$12 per hour, with a guaranteed daily minimum of \$60 per day. The current structure is a flat daily rate ranging from \$35.50 to \$63.50, depending on the number of bus runs the employee covers. The minimum wage will move to \$12 later this year, and we have some concerns about how our per-day compensation structure is impacting some individuals. To be clear, the new rate will be earned from the time they leave the yard on a run to when they return. This would not cover commuting time on the shuttle buses. Currently, we are paying First Student for substitute bus monitors (10-15 subs per day at about \$30 an hour) because our own pay rates are out of synch with the market. Thus, we are likely to save money by increasing the pay to our internal staff.

I look forward to your thoughts.

District	Current Sub Rate Per Day
N. Branford	75
Guilford	89
Milford	90
Bethany	90
Madison	90
Stratford	90
Trumbull	100
Naugatuck	<u>100</u>
Avg.	90.5

MEMORANDUM

To: Finance and Operations Committee, Board of Education
From: Phillip Penn, Chief Financial Officer
Date: March 2, 2020
Re: Additional data regarding rates of pay

Please see below answers to questions regarding the rate of pay proposals for tonight's meeting:

Substitutes

1. On average, how many do we use daily?

On average, we're able to fill 52 absences.

2. How many do we need daily?

On average there are 119 absences that need coverage.

	Fill				School
	Needed	Filled	Unfilled	Fill Rate	Days
September	1,492	816	675	45.2%	19
October	2,532	1,140	1,389	54.9%	21
November	2,322	943	1,374	59.2%	18
December	1,975	754	1,217	61.6%	15
January	2,502	1,028	1,465	58.6%	20
February	<u>1,977</u>	<u>830</u>	<u>1,143</u>	<u>57.8%</u>	<u>15</u>
	12,800	5,511	7,263	56.7%	108

Average # of absences: 119

Average # filled: 52

Average # unfilled: 67

3. How many hours per day do they work?

6.5 hours per day. At the current daily rate, the pay is \$11.54 per hour. At the proposed daily rate (\$95), that would move to \$14.62 per hour.

Paras

1. How many hours a day do the FT paras work?

Per the current contract, they work 6.5 hours a day.

2. How many paras are we having cover classrooms for a full day?

The elementary principals indicated that paras are asked to cover a classroom 80-90% of the time there's a teacher absence and no sub. Alternatively, it's a mix of teachers with extra prep periods, instructional coaches, Special Ed teachers, and the Principals themselves. With on average 67 unfilled absences per day, and assuming that two thirds of those are at the K-8 level, we're asking about 35 paras to cover a classroom per day.

What is the total additional costs for the recommendations?

- If the fill rate improved to 70% from the current level of 57%, the full-year impact of increasing the substitute pay rate would be about \$298,000. For April 1 through the remainder of the 2019-20 school year, it would be approximately \$59,600.
- With more available subs, the number of paras covering a classroom per day should drop by about 20%, to 28 per day. The cost of the pay differential would be \$100,500 per year, and \$20,100 from April 1 through the end of the 2019-20 school year.
- The impact of the change to the bus monitor pay structure is approximately \$22,000 per year, and \$4,400 from April through the end of the 2019-20 school year.

**RATE OF PAY for Part-Timers
Updated January 1, 2020**

Instructional Support- Certified Teacher: <ul style="list-style-type: none"> • Tutor • Pre-K instructional support • Any teacher under the NHFT contract that works beyond their day Must attach student attendance sheets with time sheets	Pay Code 700	\$32.00
Tutor - Not Certified BA or better : <ul style="list-style-type: none"> • Tutor • Pre-K instructional support Must attach student attendance sheets with time sheets	704	\$22.50
Non-Degreed Instructor: <ul style="list-style-type: none"> • Business Managers • Skilled Workers - Must have an attach an Associates Degree, 60 credits or a Business Certificate to receive this rate of pay. Student attendance sheet must be provided with timesheet. Must be teaching their own group of students. (except Business Manager) 	705	\$15.00
Full Time UNION Para Professionals Part Time hours Rate	716	\$14.50
Parents/Community Aide Dean - Non Instructional	720	\$12.00
PART TIME Clerical Non Union	725	\$11.00
FT Administrative Assistants - 884 - PT Rate can only work a maximum of 5 hours a week - one hour a day.	723	Varies
Student (presently in High school), Lunch Aide	730	\$11.00
SUMMER RATES	702 707	Certified Teacher - \$32.00 Non-Certified - \$17.50

Revised 1/1/2020

TO: Board of Education Members

FROM: Atty. Michael J. Pinto, Chief Operating Officer, NHPS

DATE: March 6, 2020

RE: **GoTo Services, Amendment No.1; Prorata Memo**

Members of the Board of Education, this memorandum will outline a reasonable prorata payment schedule for Amendment No.1 to the GoTo Services Custodial and Facilities Management Contract.

Summary of Amendment No.1

Amendment No.1 is designed to achieve two ends:

- (a) Moving the “Day Supervisor: position off the BOE payroll and pension obligations and onto the payroll of the contractor GoTo Services. Moving the position from BOE payroll to the contract vendor is specifically authorized by a settlement agreement by and between the City of New Haven and Local 3144, dated June 18, 2009, and incorporated into the Collective Bargaining Agreement between 3144 and the City of New Haven.

GoTo Services has promoted the prior Evening Supervisor Lisa Hopkins, a City of New Haven resident, and woman of color, to the Day Supervisor position. Ms. Hopkins has been performing the day supervisor duties since July 1, 2019, at the evening Supervisor rate.

- (b) Enables the hiring and backfilling of the evening supervisor position under the hybrid custodial plan under which GoTo Services supervises the custodial staff.

The June 18, 2009 Settlement Agreement between the City of New Haven and Local 3144, which is incorporated by reference to the current 3144 Contract provides that upon the vacating of the Bianchi position, the City is under no obligation to fill that 3144 position; and the subcontracting of the position is specifically authorized and accepted by the union. The long-term savings and cost avoidance of holiday, overtime and pension costs enabled by the hybrid custodial plan more than justify the amendment to the GoTo Services contract.

Prorata Payments

Amendment No.1 was originally submitted in the amount of \$117,920.00. And after an agreed reduction in the amount of overhead/profit to be included to GoTo Service was approved by the Finance & Operations Committee at the December 2, 2019 meeting, and recommended for

Approval by the full Board in the amount of \$111,880.00. At the February 24, 2020 BOE meeting the matter was remanded to the F&O Committee for additional information. At the March 2, 2020 F&O Committee meeting the matter was moved to the full Board without recommendation with a request for additional information on prorate payments as the amendment now comes to the Board with four months, approximately one-third of the fiscal year remaining.

The following is the prorate payment rate for the remainder of the 2019-2020 fiscal year:

Amendment No.1 Total Amount: \$111,880.00

Amount paid for Night Supervisor:

Prorated differential in pay for District Supervisor position (7/1/19-2/29/20): \$31,553.85

Prorated remaining pay for District Supervisor position (3/1/20-6/30/20): \$36,576.15

Total (differential + remaining) = \$68,130