



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE AND OPERATIONS COMMITTEE MEETING

Monday, April 20, 2020

4:30 p.m.

VIRTUAL MEETING
MINUTES

Mr. Matthew Wilcox, Chair

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway, Mr. Darnell Goldson.
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Mr. Phillip Penn, Attorney Michael Pinto, Attorney Elias Alexiades, Ms. Patricia DeMaio, Ms. Keisha Redd-Hannans, Mr. Joseph Barbarotta, Mr. Glen Worthy

Call to Order: 4:33 p.m.

Adjourn: 6:14 p.m.

I. ACTION ITEMS

On a motion by Mr. Wilcox, seconded by Ms. Rivera, **Recommended Approval** of 3 Amendments to Agreements and 1 Change Order, passed unanimously by **Roll Call Vote:** Mr. Wilcox, Yes; Ms. Rivera, Yes; Mr. Conaway, Yes.

1. **TO RECOMMEND APPROVAL** of Amendment # 1 to Agreement #9625449 with Focused Schools, to correct the start date from January 27, 2020, to December 10, 2019, and to change the rate from \$1, 275.00 o \$2,300.00 per consulting day and \$750.00 per Administrative Day, with no change in funding amount of \$30,600.
Funding Source: School Improvement Grant (SIG) - Hillhouse Program
Acct. #: 2546-6265-54413-062
2. **TO RECOMMEND APPROVAL** of Amendment #1 to Agreement #96254499 with Area Cooperative Education Services, (ACES), to correct the start date from January 14, 2020 to December 10, 2019, with no change in funding amount of 33,172.00
Funding Source: School Improvement Grant (SIG) – Hillhouse Program
Acct. #: 2523-5385-56697-0442
3. **TO RECOMMEND APPROVAL** of Amendment #1 to Agreement with Shipman & Goodwin, to increase funding of \$50,000.00 by \$20, 0000.00 to \$70,000.00, to cover unanticipated costs associated with litigation, including FOI litigation hearings.
Funding Source: Operating Budget 201-2020
Acct.#: 190-47700-56695 PO # 9130294-001

4. **TO RECOMMEND APPROVAL** of Change Order #1 to Contract #21569-2-2 with Encore Holding, LLC, to increase funding of \$150,000.00 by \$88,000.00 to \$238,000.00 for fire sprinkler services and mandated inspections for the remainder of the year.

Funding Source: Capital Funds
Acct. #: 3C20-2086-58101

II. DISCUSSION:

- **Deficit Update & March 2020 Financial Report:** Mr. Penn thanked the Finance Department staff for work in keeping fiscal operations flowing during the shutdown. He reported that the deficit decreased by \$1.3 million due to decreases in costs for overtime, subs, utilities and part-time wages for those full time employees who were providing additional services. The Transportation outlook changed due to processing of bills from the previous fiscal year but, he noted that the current projection does not include potential savings from ongoing contract negotiations. Mr. Penn reported that the Other Contractual Service expenses decreased slightly due to decreased need for police extra duty time for athletic and other public events and he anticipates further reductions in expenses as Finance staff work to ensure correct coding to appropriate grants. Mr. Penn anticipates further saving in utilities, subs and overtime. Mr. Penn reviewed the March 2020 Financial Report presentation and answered committee member questions.
- **Proposed 2020-2021 Budget:** Mr. Penn reported that the District has requested \$199,016,490 from the City; Mayor Elicker has proposed \$191,718,697, a difference of \$7,300,718,697. Based on new Non-Alliance projected spending and part-time pay estimates, if Mayor Elicker's proposal is approved by the Board of Alders, the district will have a projected deficit of \$8,298,793. The Budget Request presentation to the Board of Alders is scheduled for April 29, 2020, and decisions are generally made in mid to late May. The committee discussed mitigation recommendations, those currently underway and proposed for the future. Dr. Tracey reported that staff is reviewing a new TIF Grant opportunity. Committee members discussed the need to pursue more grants and agreed that staff should move forward with hiring of a grant writer.
- **Purchasing Lifecycle – RFP/RFQ to Agreement to Purchase Order:** Mr. Penn and Attorney Pinto reviewed the processes in detail and answered Committee questions. Mr. Wilcox noted that it is helpful to have staff provide periodic reviews of processes so that committee members are informed and up to date.
- **Executive Order 7R Board of Education Funding, Employees and Contractors:** A copy of a memo, *Frequently Asked Questions* sent by the State, was provided in Committee packets. Mr. Penn and Attorney Alexiades provided an update on current negotiations with First Student. The company has provided an expense report and documentation for staff review. Committee members asked that Mr. Wilcox to participate in negotiation meetings. They also asked that staff provide a status report at the next Board of Education meeting.

Respectfully submitted,

Patricia A. DeMaio