



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, April 4, 2023

**SPECIAL MEETING
MINUTES**

Present: Mr. Matthew Wilcox, Dr. Orlando Yarborough, Ms. Yesenia Rivera
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Ms. Patricia DeMaio, Mr. Thomas Lamb, Ms. Gilda Herrera, Ms. Mary Derwin, Ms. Gemma Joseph Lumpkin, Mr. Christian Tabares, Dr. Nicholas Perrone, Ms. Monica Morales, Ms. Typhanie Jackson, Ms. Shubhra Gupta, Mr. Erik Patchkofsky, Mr. Michael Gormany, Attorney Elias Alexiades, Ms. Cari Strand, Ms. Pamela Augustine-Jefferson, Ms. Rosie Hampson, Ms. Manxi Han

Call to Order: Mr. Wilcox called the meeting to order at 4:33 p.m. Mr. Wilcox noted that Dr. Yarborough and Ms. Rivera would have to leave the meeting early due to other commitments.

Recusal: Mr. Wilcox recused himself from discussion and voting on Action Item #3, Agreement with Quinnipiac University.

Summary of Motions:

1. A motion by Dr. Yarborough, seconded by Ms. Rivera, to Recommend Approval of Action Item #3 Agreement with Quinnipiac University, passed by Roll Call Vote: Ms. Rivera, Yes; Mr. Wilcox, Recused; Dr. Yarborough, Yes.
2. Mr. Wilcox, moved 3 Abstracts, 20 Agreements, 8 Purchase Orders, 4 Change Orders and 1 Healthy Food Certification to the full Board of Education with a recommendation to approve.

I. INFORMATION ONLY & ACTION ITEMS:

A. INFORMATION ONLY:

1. Agreement with Amy Melillo-Ruocco, LSW, to provide social and emotional support to students, staff and families at All Saints Catholic Academy, from April 10, 2023 to June 8, 2023, in an amount not to exceed \$3,375.00. Funding Source: Title IVA Non-Public Program Acct. #2511-6269-56905-NP03
2. Agreement with Music Haven, to provide an after- school music program, including instruction, mentoring and tutoring support at Music Haven, for 90 students, from April 11, 2023 to June 30, 2023, in an amount not to exceed \$8,000.00. Funding Source: Extended School Hrs. Program Acct. #2579-5326-56694-0444
3. Agreement with Maria Asis, MD, to create education videos about healthy cooking and nutrition for the NHPS learning community as part of the Nutrition and Health Information Literacy program was presented by Mr. Patchkofsky who answered questions about the grant program.
Funding Source: Health Literacy Program Acct. #2528-6441-56694-0404

There were no other questions about the Information Only items approved by the Superintendent.

B. ABSTRACTS:

1. Open Choice Grant, in the amount of \$414,109.00 for July 1, 2022 to June 30, 2023 was presented by Ms. Bonanno who answered questions about the enrollment count. **Note:** The Student Enrollment Count was inadvertently excluded from the posted Abstract document. Ms. DeMaio will have the Abstract rescanned, sent to committee members and reposted on the website.
Funding Source: CT State Department of Education
2. Head Start Federal Grant in the amount of \$6,235,156.00 of which \$6,168,222 is designated for Program Operations and \$66,934.00 is designated for Training and Technical Assistance, from July 1, 2023 to June 30, 2024 was presented by Ms. Derwin who answered questions about the grant and discussed the grant application process.
Funding Source: U.S. Department of Health & Human Services, Office of Head Start
3. Supports for Pregnant and Parenting Teens Grant, in the amount of \$400,000.00 for August 1, 2022 to June 30, 2024, of which \$200,000.00 is designated for August 1, 2022 to June 30, 2023 was presented by Ms. Augustine-Jefferson.
Funding Source: CT State Department of Education, Office of Early Childhood

C. AGREEMENTS:

1. Agreement with High 5 Adventure Learning to create an indoor high element ropes course and provide Indoor Adventure Basic Training for teachers at Edgewood School, from April 11, 2023 to June 30, 2023, in an amount not to exceed \$19,323.71 was presented by Dr. Perrone who answered questions about the rope course and the tie in to curriculum and team building.
Funding Source: Magnet 17-22 Edgewood Program Acct. #2517-6260-54411-0012
2. Amendment #1 to Agreement #96393191 with Grinand Bare, LLC, to correct the start date from January 20, 2023 to June 30, 2023, to January 10, 2023 to June 30, 2023, with no change in funding amount or funding source was presented by Ms. Strand.
Funding Source: School Improvement Grant Program (SIG) Acct. #2531-6393-56694-0066
3. Agreement with Quinnipiac University to provide three Master's level student teaching interns for Fair Haven School, from August 1, 2023 to June 30, 2024, in an amount not to exceed \$28,350.00.
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0016
Recused: Mr. Wilcox was recused from discussion and deliberation on this Agreement. Dr. Yarborough introduced the item and conducted the vote.

Amendments 4-10: Ms. Gupta presented the amendments to school readiness programs due to reallocation of slots as required by the State. She withdrew items #7 and #9, as the State recently provided additional changes to those sites. Ms. Gupta will present revised amendments at a future meeting.

4. Amendment #2 to Agreement #95384016 with Catholic Charities, Inc., Archdiocese of Hartford, to decrease funding of 1,591,346.00 by \$14,873.20 to \$1,576,473.40 to reflect a reallocation of 5 School Readiness

spaces to other locations by the New Haven Early Childhood Council from March 1, 2023 to June 30, 2023.
 Funding Source: School Readiness Program Acct. # 2523-5384-56697-0442

5. Amendment #2 to Agreement #95384018 with Clifford W. Beers Child Guidance Clinic, to increase number of School Readiness slots at Farnam Neighborhood House from 44 slots by 10 slots to 54 slots; and to increase funding of \$426,946.65 by \$29,746.40 to \$456,693.05, with no change in funding source.
 Funding Source: School Readiness Program Acct. #2523-5384-56697-0442

6. Amendment #2 to Agreement # 95384017 with Creative M.E., to increase the number of School Readiness slots from 22 by 10 to 33 as of March 1, 2023, and to increase funding of \$213,473.32 by \$29,746.40 to \$243,219.72 with no change in funding source.
 Funding Source: School Readiness Program Acct. #2523-5384-56697-0442

7. **WITHDRAWN:** Amendment #2 to Agreement #96340147 with Morning Glory Early Learning Center, to decrease funding of \$291,099.99 by \$23,797.12 to \$267,301.88 to reflect a reallocation of 8 School Readiness slots to other locations by the New Haven Early Childhood Council, from March 1, 2023 to June 30, 2023.
Funding Source: School Readiness Program **Acct. #2523-5384-56697-0442**
Withdrawn: Ms. Gupta withdrew the amendment pending further changes required by the State.

8. Amendment #2 to Agreement #95384019 with First Step Child Care and Learning Center, to increase the number of School Readiness slots from 16 by 8 to 24 slots as of March 1, 2023, and to increase funding of \$155,253.33 by \$23,797.12 to \$179,050.45 with no change in funding source.
 Funding Source: School Readiness Program Acct. #2523-5384-56697-0442

9. **WITHDRAWN:** Amendment #2 to Agreement #95384025 with St. Aedan Pre-School, to decrease funding of \$669,529.97 by \$26,771.76 to \$642,758.21 to reflect a reallocation of 9 School Readiness slots to other locations by the New Haven Early Childhood Council, from March 1, 2023 to June 30, 2023.
Funding Source: School Readiness Program **Acct. #2523-5384-56697-0442**
Withdrawn: Ms. Gupta withdrew the amendment pending further changes from the State.

10. Amendment #2 to Agreement #95384027 with Yale New Haven Hospital Day Care Center, to increase the number of slots from 22 by 2 to 24, as of March 1, 2023, and to increase funding of \$213,473.32 by \$5,949.28 to \$219,422.60, with no change in funding source.
 Funding Source: School Readiness Program Acct. #2523-5384-56697-0442

11. Amendment #2 to Agreement #9636157 with Arte, Inc., to expand the Scope of Service to include 31 After School Programs to 50 students; 7 Saturday Arts Academy sessions for 100 students and 8 sessions for Spring Fun Club programming for 20 students; and, to increase funding of \$16,800.00 by \$18,400.00 to \$35,200.00 was presented by Ms. Joseph-Lumpkin and Mr. Tabares.
 Funding Sources:

21 st Century Program	Acct. #2579-6393-56694-0041	(\$ 6,000.00)
ARP ESSER III C/O Program	Acct. #2553-6399-56697-0000	(\$10,800.00)
Extended School Hrs. Program	Acct. #2579-5326-56694-0444	(\$18,400.00)

12. Amendment #1 to Agreement #96363139 with Eli Whitney Museum, to increase the number of sessions at Celentano School from 30 by 16 to 46 sessions; to increase number of sessions at Davis School from 31

sessions by 16 sessions to 47 sessions; and, to increase funding of \$29,670.00 by \$11,040.00 to \$40,710.00 was presented by Ms. Joseph-Lumpkin and Mr. Tabares.

Funding Sources:

ESSER II Program	Acct. #2552-6363-56697-0048	(\$10,350.00)
ESSER II Program	Acct. #2552-6363-56697-0032	(\$ 8,625.00)
Extended School Hrs. Program	Acct. #2579-5326-56694-0009	(\$ 5,520.00)
Extended School Hrs. Program	Acct. #2579-5326-56694-0048	(\$ 5,520.00)

13. Amendment #3 to Agreement #96363140 with Kids Kraze, to increase the number of sessions at East Rock School from 62 sessions by 38 sessions to 100 sessions, and to increase funding of \$121,775.00 by \$12,350.00 to \$134,125.00 was presented by Ms. Joseph-Lumpkin and Mr. Tabares. Ms. Joseph-Lumpkin announced that Kids Kraze was among recipients of the Elm-Ivy Award as part of the East Rock Afterschool program.

Funding Sources:

ESSER II Program	Acct. #2552-6363-56697-0048	(\$19,825.00)
ESSER II Program	Acct. #2552-6363-56697-0046	(\$20,150.00)
Extended School Hrs. Program	Acct. #2579-5326-56694-0018	(\$33,800.00)
ARP ESSER III C/O Program	Acct. #2553-6399-56697-0444	(\$48,000.00)
Extended School Hrs. Program	Acct. #2579-5326-56694-0046	(\$12,350.00)

14. Amendment #3 to Agreement #96363142 with The Green Peacock Corporation, to increase the number of sessions at Davis and Celentano from 26 by 16 to 42 sessions per site; and to increase funding of \$18,900.00 by \$4,800.00 to \$23,700.00 was presented by Ms. Joseph-Lumpkin and Mr. Tabares.

Funding Sources:

ESSER II Program	Acct. # 2552-6363-56697-0009	(\$3,900.00)
ESSER II Program	Acct. #2552-6363-56697-0048	(\$3,900.00)
ESSER II Program	Acct.# 2552-6363-56697-0032	(\$2,100.00)
Title 1 C/O Program	Acct. # 2531-5265-56694-0444	(\$2,700.00)
Title 1 C/O Program	Acct. # 2531-5265-56694-0444	(\$6,300.00)
ESSER II Program	Acct. # 2552-6363-56697-0009	(\$2,400.00)
ESSER II Program	Acct. # 2552-6363-56697-0048	(\$2,400.00)

15. Agreement with Area Cooperative Education Services, (ACES), to serve as Fiduciary Agent for the payroll portion of the LEAP 2.0 funds and to hire the staff coordinator for the LEAP Program, from April 11, 2023 to June 30, 2023, in an amount not to exceed \$30,412.26 was presented by Ms. Joseph-Lumpkin.

Funding Source: Learner Engagement Attendance Program (Pending Receipt of Funds)
Acct. #2579-6413-56694-0444

Amendments 16-20 for the Infant Toddler Program were presented by Ms. Augustine-Jefferson who explained that the State increased grant funding to support additional Infant-Toddler spaces and for reimbursement of expenses for the expansion.

16. Amendment #A1 to Grant Contract #22OECDC01NHV with State of Connecticut Office of Early Childhood to increase funding of \$3,611,290.62 by \$915,000.00 to \$4,523,290.62 of which \$540,000.00 to fund 24 additional spaces of infant/toddler care and \$375,000.00 in one-time only classroom expansion funding to provide up to \$75,000.00 per classroom to reimburse expenses incurred funding during SFY23 to add classrooms to accommodate additional spaces.

Funding Source: Infant Toddler Program Acct. #2090-6430-56697

17. Amendment #A1 to Agreement #96430144 with Friends Center for Children, to provide 10 additional spaces totaling a maximum of \$90,000.00; provide one-time classroom expansion funds up to \$75,000.00 per new group of infant/toddlers totaling a maximum of \$150,000.00 for 2022-2023 fiscal year only; and to provide funding of up to a maximum of \$6,490.00 for Transitional Week of Care; to increase total Agreement amount to reflect these changes from \$367,622.90 by \$246,490.00 to \$614,112.90.

Funding Source: Infant Toddler Program Acct. #2090-6430-56697-0442

18. Amendment #A1 to Agreement #96530145 with Lulac Head Start, to provide 10 additional spaces for 8 months, totaling a maximum of \$90,000.00; to provide one-time classroom expansion funds up to \$75,000.00 per new group of infant/toddlers totaling a maximum of \$150,000.00 for 2022-2023 fiscal year only, and to provide a maximum of \$15,759.00 for Transitional Week of Care; to increase total Agreement amount to reflect these changes from \$892,750.48 by \$255,759.00 to \$1,148,509.48.

Funding Source: Infant Toddler Program Acct. #2090-6430-56697-0442

19. Amendment #A1 to Agreement #96430146 with Montessori on Edgewood to provide a maximum of \$5,192.40 for Transitional Week of Care, and to increase funding of \$294,152.23 by \$5,192.40 to \$299,344.63.

Funding Source: Infant Toddler Program Acct. #2090-6430-56697-0442

20. Amendment #A1 to Agreement #96340147 with Morning Glory Infant Toddler Center, LLC, to provide 4 additional spaces for 8 months, totaling a maximum of \$36,000.00; to provide up to \$75,000.00 per new infant-toddler group for One-time Classroom Expansion; to provide up to a maximum of \$4,153.92 for Transitional Week of Care; and to increase total funding amount reflecting these changes from \$235,321.79 by 115,153.92 to \$350,475.71.

Funding Source: Infant Toddler Program Acct. #2090-6430-56697-0442

21. Amendment 1 to Agreement with Scenario Learning LLC dba Vector Solutions to amend the start date to the agreement from August 29, 2022 to July 1, 2022, with no change in funding amount was presented by Ms. Jackson.

Funding Source: Alliance Grant – District Talent Acct. #25476105-56694-0490

22. Year two of multiyear Agreement with The Connecticut Association for the Performing Arts to provide theater management for Coop High School, from July 1, 2023 to June 30, 2024 in an amount not to exceed \$154,350.00 was presented by Mr. Lamb.

Funding Source: 2023-2024 Operating Budget Acct. #19047000-56694

23. Amendment 1 to Agreement with Michael Mackniak to increase funding amount from \$15,000.00 by \$12,000.00 for a total amount of \$27,000.00, to cover costs incurred for expulsion and student disciplinary hearings and/or special education services for the remainder of the fiscal year was presented by Ms. Jackson. Funding Source: 2022-2023 Operating Budget Acct. #190-49400-56694

D. PURCHASE ORDERS:

1. Purchase Order with Frontier Communication Corp. to provide Telecom Network and long-distance services, from July 1, 2023 to June 30, 2024 in an amount not to exceed \$300,000.00 was presented by Ms. Herrera.

Funding Source: 2023-2024 Operating Budget Acct. #19047200-52260

2. Purchase Order with Celco Partnership dba Verizon Wireless to provide Telecom Network equipment, from July 1, 2023 to June 30, 2024 in an amount not to exceed \$300,000.00 was presented by Ms. Herrera, who noted the funding amount listed was incorrect. The correct amount, as indicated in the back up materials, is \$41,000.00. The correction will be made to the website listing.

Funding Source: 2023-2024 Operating Budget Acct. #19047200-52260

3. Purchase Order with Liminex, Inc. dba GoGuardian for virtual classroom monitoring, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$70,620.00 was presented by Ms. Herrera.

Funding Source: ARP ESSER III Carryover Acct. #25526363-56697-0104

4. Purchase Order with Severin Intermediate Holdings, LLC to provide PowerSchool licenses for the district from July 1, 2023 to June 30, 2024, in an amount not to exceed \$151,822.41 was presented by Ms. Herrera.

Funding Source: 2023-2024 Operating Budget Acct. #19047200-56694

5. Purchase Order with Quadient Leasing USA Inc. for Central Office Mailroom lease and maintenance of mailing equipment, from July 1, 2023 to June 30, 2024 in an amount not to exceed \$9,532.32 was presented by Mr. Lamb.

Funding Source: 2023-2024 Operating Budget Acct. #19043000-56650

6. Purchase Order with Hillyard, Inc. to purchase custodial equipment from July 1, 2023 to June 30, 2024, in an amount not to exceed \$232,140.47 was presented by Mr. Lamb.

Funding Source: 2023-2024 Capital Projects Acct. #3C20-2076-58699 (\$33,995.09)
2023-2024 Capital Projects Acct. #3C22-2264-58699 (\$198,145.38)

7. Purchase Order with Mattern Construction, Inc. for Conte School Lower roof installation from April 1, 2023 to June 30, 2023, in an amount not to exceed \$151,346.00 was presented by Mr. Lamb.

Funding Source: ARP ESSER II Carryover Acct. #2553-6399-56697-0474

8. Purchase Order with Calvert Safe & Lock to supply and install new KESCO cylinders at exterior and interior doors at Hillhouse High School from April 1, 2023 to June 30, 2023, in an amount not to exceed \$74,625.00 was presented by Mr. Lamb.

Funding Source: ARP ESSER II Carryover Acct. #2553-6399-56697-0474

E. CHANGE ORDERS:

1. Change Order 1 to Contract with Gilman Cheese Corp. to increase funding amount from \$50,000.00 by \$70,000.00 for a total amount of \$120,000.00, to cover costs incurred for an increase of cheese products for the district's nutrition program was presented by Mr. Gormany.

Funding Source: 2022-2023 Food Budget Acct. #25215200-55587

Discussion: In response to questions whether or not the increase required re-bidding, Mr. Gormany explained that purchasing has some flexibility with food services. Each year staff attempts to order based on previous usage. This year, usage increased for some foods but are all within the original Scope.

2. Change Order 1 to Contract with J & A Baked Goods Inc. to increase funding amount from \$175,000.00 by \$75,000.00 for a total amount of \$250,000.00, to cover costs incurred for an increase of bakery products for

the district's nutrition program was presented by Mr. Gormany.

Funding Source: 2022-2023 Food Budget Acct. #25215200-55587

3. Change Order 1 to Contract with Precision Food Service to increase funding amount from \$150,000.00 by \$50,000.00 for a total amount of \$200,000.00, to cover costs incurred for an increase of on call kitchen refrigeration services was presented by Mr. Gormany.
Funding Source: 2022-2023 Food Budget Acct. #25215200-55587
4. Change Order 1 to Contract with Thurston Foods to increase funding amount from \$2,200,000.00 by \$150,000.00 for a total amount of \$2,350,000.00, to cover costs incurred for an increase of grocery products for the district's nutrition program was presented by Mr. Gormany.
Funding Source: 2022-2023 Food Budget Acct. #25215200-55587

F. HEALTHY FOOD CERTIFICATION:

Mr. Wilcox explained that approval of the certification is required periodically to comply with requirements for Child Nutrition programs:

To approve the "Healthy Food Certification Statement" – Addendum to an Agreement for Child Nutrition Programs (ED-099), NHBOE must vote (1) the participation in the healthy food option; (2) to allow Food and Beverage Exemptions; as follows:

"Pursuant to C.G.S. Section 10-215f, the NHBOE certifies that:

1. "Pursuant to C.G.S. Section 10-215f, the NHBOE certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2022, through June 30, 2023. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

To approve the "Healthy Food Certification Statement" – Addendum to an Agreement for Child Nutrition Programs (ED-099), NHBOE must vote on; (B) to allow Food and Beverage Exemptions; as follows:

2. The NHBOE It will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the food sales. "

The HFC statement it is part of the CT State Department of Education's Online Application and Claiming Systems for Child Nutrition Programs. Hard copies of the form are no longer required but statement must be presented and approved by vote from the school district board of education.

II. DISCUSSION:

- **Series 3000 Policies:** Mr. Wilcox reported that he has sent out block three of the Series 3000 policies to Board of Education members and staff for review. The policies are also posted. He asked for feedback prior to the next Finance & Operations Committee meeting so the policies can be approved and forwarded to Governance Committee. Mr. Wilcox reported that he continues to work on the policies related to purchase of goods and services as there are changes pending from the City that will provide guidance for revision and compliance. **No motion was made and no vote was taken.**

- **NHPS Climate Resolution:** Mr. Wilcox introduced Ms. Hampson and Ms. Han, High School students involved in the development of the Climate Resolution who also serve on the transportation subcommittee. Mr. Wilcox noted that the Climate Resolution was previously approved by the Board of Education. Ms. Han indicated that they are focused on the district's transition to lower emission transportation and discussed pollution issues and impact on health. Ms. Hampson outlined three recommendations for consideration by the Board of Education:
 1. Hiring a transportation coordinator
 2. Hiring a "safe routes" to school coordinator
 3. Free bus passes for students

A discussion ensued. Ms. Hampson will forward copies of the recommendations to Mr. Wilcox for dissemination. Student representatives requested a meeting with Mr. Wilcox prior to their presentation to the BOE. **No motion was made and no vote was taken.**

Adjournment: Mr. Wilcox adjourned the meeting at 5:50 p.m.

Respectfully submitted,

Patricia A. DeMaio