



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, November 2, 2020

MINUTES

4:30 p.m.

Present: Mr. Matthew Wilcox, Mr. Conaway;
Ms. Yesenia Rivera joined the meeting at 5:280 p.m.

Staff: Dr. Iline Tracey, Mr. Phillip Penn, Dr. Paul Whyte, Attorney Michael Pinto, Attorney Elias Alexiades, Ms. Patricia DeMaio, Ms. Jessica Haxhi, Ms. Typhanie Jackson, Ms. Michelle Bonora, Ms. Michele Bonanno, Ms. Lynn Brantley, Ms. Kathy Mattern, Ms. Gemma Joseph Lumpkin, Mr. Matthew Brown, Ms. Keisha Redd-Hannans, Mr. Joseph Barbarotta

Call to Order: Mr. Wilcox called the meeting to order at 4:32 p.m.

Motion to Recommend Approval of Action Items: After presentation of the following items, a motion by Mr. Wilcox, seconded by Mr. Conaway to **Recommend Approval of 2 Abstracts, 6 Agreements, 3 Contracts, and 3 Change Orders**, passed by unanimously by **Roll Call Vote:** Mr. Conaway, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY AND ACTION ITEMS

A. INFORMATION ONLY –Committee members did not have questions regarding the following Information Only Items approved by the Superintendent:

1. The Superintendent approved Amendment #1 to Agreement # 96291537 with Voiance Language Services, LLC for increased translations and telehealth translations due to Covid-19; to increase the funding of \$8,000.00 by \$4,000.00 to \$12,000.00.
Funding Source: ESSERF Grant **Acct. # 2550-6342-56694-0000**
2. Agreement with Dr. Brett Rayford to provide screening, triage, referral and mental health services to students attending New Haven Adult Education, from November 10, 2020 to June 30, 2021 in an amount not to exceed \$10,000.00.
Funding Source: State Adult Education Program **Acct. #2503-5014-56694-053**
3. Agreement with The Consultation Center to provide screening, triage, referral and mental health services, and topical seminars for students and staff at New Haven Adult Education, from November 10, 2020 to June 30, 2021, in an amount not to exceed \$10,000.00.
Funding Source: State Adult Education Program **Acct. # 2503-5014-56694-053**
4. Amendment #2 to Agreement #95736533 with Delta-T Group to decrease funding of \$11,700.00 by \$260.00 to \$11,440.00 and to change the Agreement start date from August 3, 2020 to August 10, 2020 to

reflect a late start date and reduced funding amount.

Funding Source: School Readiness Program **Acct. #2523-6098-56901-0442**

5. Agreement with CREC Soundbridge to provide audiological maintenance service for hearing impaired students, from September 14, 2020 to June 30, 2021 in an amount not to exceed \$3,350.00.

Funding Source: 2020-2021 Operating Budget **Acct. #190-490-56694**

6. Agreement with Grinand Bare, LLC to provide training and support to HSC staff in the development and improvement of student leadership systems in keeping with the school's magnet theme, from November 9, 2020 to June 18, 2021 in an amount not to exceed \$18,000.00.

Funding Source: Magnet School Assistance Program **Acct. #2517-6262-56694-0066**

7. Agreement with 3Prime Web to provide maintenance and extension of the SRBI Web App system and support to the Reading Department for advanced and responsive Google App support, from November 9, 2020 to June 30, 2021 in an amount not to exceed \$15,000.00.

Funding Source: Alliance Program **Acct. #2547-6108-56694-0000**

8. Agreement with Collaborative Classroom to provide professional development sessions on implementation of Being A Writer and Making Meaning from November 9, 2020 to June 30, 2021 in an amount not to exceed \$8,000.00.

Funding Source: Alliance Program (Pending Receipt of Funds) **Acct. #2547-6108-56694-0000**

9. Amendment #1 to Agreement #95278563 with Lisa Swain to change account # from Head Start Program acct. #2532-5278-56694-0443 to Head Start Program acct. #2532-5278-55576-0443, with no change in funding amount.

Funding Source: Head Start Program **Acct. #2532-5278-55576-0443**

ACTION ITEMS:

B. ABSTRACTS:

1. Title IVA – Student Support and Academic Enrichment Grant, in the amount of \$739,916.00 for 2021 was presented by Ms. Haxhi. **Funding Source:** U.S. Department of Education
2. Title III English Language Acquisition Grant, in the amount of \$483,066.00 for July 1, 2020 to June 30, 2021 was presented by Mr. Mendia. **Funding Source:** U.S. Department of Education

C. AGREEMENTS:

1. Amendment #1 to Agreement # 95384503 with Friends Center for Children to increase the number of School Readiness spaces from 54 full day by 6 full day to 60 full day spaces for the period October 20, 2020 to June 30, 2021 and to increase funding of \$481,896.00 by \$40,158.18 to \$522,054.18 was presented by Mr. Penn on behalf of Ms. Duclos.
Funding Source: School Readiness Program **Acct. #2523-5384-56697-0442**
2. Agreement with June R. Levy, PhD, to provide professional development and curriculum support for staff at Celentano Biotech, Health and Medical Magnet School from October 27, 2020 to May 30, 2021 in an

amount not to exceed \$20,000.00 was presented by Dr. Tracey and Dr. Whyte on behalf of Ms. Nathman.
Funding Source: School Improvement - Celentano Program **Acct. #**2531-6276-56694-0048

3. Agreement with Focused Schools to provide professional development for the Instructional Leadership Team and executive coaching for administrators at Truman School, from October 15, 2020 to June 30, 2021, in an amount not to exceed \$24,875.00 was presented by Ms. Mattern.
Funding Source: School Improvement – Truman Program **Acct. #**2546-6266-56694-0029
4. Agreement with Sergio Rodriguez d/b/a Rodriguez Associates, LLC to provide support and services for the McKinney Vento program from November 10, 2020 to June 30, 2021 in an amount not to exceed \$19,560.00 was presented by Ms. Lumpkin.
Funding Source: McKinney Vento Program (Pending Receipt of Funds)
Acct. # 2503-5027-56697-0000
Discussion: Committee members noted that in previous discussions it was determined that a position would be created for this type of staff role. Ms. Lumpkin explained that at this time, funding was not available to cover a full-time position including benefits. She indicated that student needs are high and the contractor is providing needed support working with Mr. Diaz in the McKinney Vento program.
5. Amendment #1 to Agreement with Fuss & O'Neill for Building Reopening consultation services related to heating, ventilation, and air conditioning (HVAC) systems during Covid-19; in an amount not to exceed \$120,000.00 was presented by Attorney Pinto.
Funding Source: ESSERF Grant/Coronavirus Relief Fund (CRF) **Acct. #** 25506342-56694-0000
6. Agreement with City of New Haven Corporation Counsel to provide a dedicated staff attorney time to the Board of Education and NHPS for legal matters from July 1, 2020 to June 30, 2021 in an amount not to exceed \$30,000.00 was presented by Attorney Pinto.
Funding Source: Operating Budget **Acct #** 190-47700-56696

D. CONTRACTS:

Mr. Barbarotta explained that the following Contracts were vetted through the City of New Haven Purchasing through sealed bids and that the contractors are the lowest bidders:

1. Award of Contract #21707B-1-5 with Cheapsapes, LLC for On-Call Landscaping Services from July 1, 2020 to June 30, 2021 in an amount not to exceed \$100,000.00 was presented by Mr. Barbarotta.
Funding Source: 2020 Capital Projects **Acct #** 19047400-56662-0000
2. Award of Contract #21637-2-2 with Select Fence & Guardrail, LLC. for On-Call Fence Repair Services from July 1, 2020 to June 30, 2021 in an amount not to exceed \$25,000.00 was presented by Mr. Barbarotta.
Funding Source: 2020 Capital Projects **Acct #**3C202083-58101-0000
3. Award of Contract #21684-1-3 with Trassig Corp. for On-Call Playground Inspections & Services from July 1, 2020 to June 30, 2021 in an amount not to exceed \$50,000.00 was presented by Mr. Barbarotta.
Funding Source: 2020 Capital Projects **Acct #** 3C202071-58101-0000

E. CHANGE ORDERS:

1. Change Order #1 to Contract # 21693-1-4 with Concrete Creations for On-Call Duct Cleaning, to increase the funding amount of \$100,000.00 by \$181,516.40 to \$281,516.40 was presented by Mr. Barbarotta.
Funding Source: 2020 Capital Projects **Acct #** 3C202073-58708-0000
2. Change Order #1 to Contract # 21632A-2-2 with Tucker Mechanical for On-Call HVAC Repairs, to increase the funding amount of \$200,000.00 by \$200,000.00 to \$400,000.00 was presented by Mr. Barbarotta.
Funding Source: 2020 Capital Projects **Acct #** 3C202073-58708-0000
3. Change Order #1 to Contract # 21632B-2-2 with Tucker Mechanical for On-Call HVAC Repairs, to increase the funding amount of \$200,000.00 by \$200,000.00 to \$400,000.00 was presented by Mr. Barbarotta.
Funding Source: 2020 Capital Projects **Acct #** 3C202073-58708-0000

Discussion: Mr. Barbarotta explained that duct cleaning and HVAC repairs were identified for corrective measures in the Fuss & O'Neil report. He also explained that the report identified the need to replace boilers at two schools which will require additional Change Orders. Committee members discussed the impact of unbudgeted repairs and the need for a boiler replacement plan.

II. DISCUSSION:

- **Drop in Magnet School Enrollment and Impact on Magnet Grant and Magnet School Transportation Grant:** Ms. Bonanno reported that New Haven is projecting a decrease in Interdistrict Magnet school enrollment by 42 New Haven students and 193 Suburban students. These decreases over last year will result in a decrease of approximately \$710,000 to the Interdistrict Grant. In addition, the enrollment decreases impact the Transportation Grant by just under \$3 million. The total projected loss for both grants is approximately \$3.6 million over last year. Mr. Penn reported that the State sent a letter notifying the District that decreased enrollment will impact transportation payment. Although the enrollment decreases are due to the Covid crisis, the State cannot change the policy because it is a legislative issue. The State anticipates that the issue will be on the legislative agenda for next year but that it would not impact the problem this year. Committee members expressed concern about the punitive nature of the policy. They discussed possibility of a Governor Executive and the need to work with the District's Lobbyist and New Haven's State Legislators. The District will continue to work with the State and legislators to address this issue.

No motion was made and no vote was taken.

- **Board of Education Series 3000 Policies for Business & Non-Instructional Operations:** Mr. Wilcox presented a spread sheet outlining Board of Education policies and corresponding CABE policies. He noted that with rare exception, policies had not been updated since 1999. Committee members discussed policy priorities and a process for addressing the update. Mr. Wilcox noted that CABE and Shipman & Goodwin have template policies that can be customized for New Haven. Mr. Conaway noted that the District does not have a sex offender policy and members concurred that this policy should be a priority. In addition, Mr. Barbarotta recommended a review of the Facilities Use policies and fees. The Committee discussed the process for updating policies, including a review of Food Service related policies by the Food Service Task Force. Mr. Wilcox noted that all revised policies

will be sent to the Governance Committee for review. A discussion ensued. Mr. Wilcox asked that the policy topic be included on the next agenda for the next Finance & Operations Committee. At that time, the Committee will determine the process and timetable for revision.

- **First Student 2-day Shutdown – 2-week Shutdown:** Committee members noted that since the publication of the agenda, First Student was required to shut down for 2 weeks due to a Covid outbreak among drivers. Attorney Pinto reported that the Health Department is currently conducting fact finding and that the District is reviewing the First Student contract. He noted that sections 1-3 of the contract to determine address payment for lack of service or service interruptions. He explained that Section 3 pertains to the impact of governmental action. In this case, the District may have to pay a discounted rate of 85%. A discussion ensued.

No motion was made and no vote was taken.

Adjournment: On a motion by Mr. Conaway, seconded by Ms. Rivera, the meeting was adjourned at 6:09 p.m., unanimously approved by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio