



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, August 3, 2021

MINUTES

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway
Staff: Dr. Paul Whyte, Mr. Thomas Lamb, Ms. Viviana Conner, Ms. Ivelise Velasquez, Attorney Elias Alexiades, Ms. Patricia DeMaio, Ms. Mary Derwin, Mr. Joseph Barbarotta, Ms. Michelle Bonora, Ms. Cari Strand, Ms. Michele Bonanno, Dr. Michele Sherban, Ms. Jessica Haxhi, Mr. Michael Gormany, Ms. Gail Sharry, Ms. Stacie Melendez, Ms. Lynn Brantley
Closed Captioner

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

Summary of Motions:

- 1. Motion to Recommend Approval of Action Items:** A motion by Mr. Wilcox, seconded by Ms. Rivera to Recommend Approval of 2 Abstracts, 8 Agreements, 5 Contracts and 3 Purchase Orders with corrections, passed unanimously by Roll Call Vote:
Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY & ACTION ITEMS:

A. INFORMATION ONLY: Committee members did not have questions about the Information Only items approved by the Superintendent, as follows:

1. Agreement with Gateway Community College to provide Race and Ethnic Diversity course for up to 20 students from HSC, from August 25, 2021 to December 15, 2021, in an amount not to exceed \$17,259.29.
Funding Source: MSAP Carryover Program **Acct. #** 2517-6262-56694-0066
2. Agreement with Common Ground High School, Urban Farm & Environmental Education Center, to facilitate three family engagement events for 531 Head Start students and their families on an off campus, from September 14, 2021 to June 30, 2022, in an amount not to exceed \$19,680.00.
Funding Source: Head Start Innovative Enhance Grant **Acct. #** 2568-5315-56697-0443
3. Agreement with Michelle DellaCamera to provide weekly on-site and virtual support to School Readiness funded programs, including professional development and teacher meetings, from July 9, 2021 to June 30, 2022, in an amount not to exceed \$15,000.00.
Funding Source: Quality Enhancement Program **Acct. #** 2523-5385-56697-0442

4. Agreement with Sheryl Sadinsky to provide weekly on-site and virtual support to School Readiness funded programs, including professional development and teacher meetings, from July 9, 2021 to June 30, 2022, in an amount not to exceed \$15,000.00.
Funding Source: Quality Enhancement Program **Acct. #2523-5385-56697-0442**
5. Agreement with Fazila Mansoori to provide translations from English to Pashto/Dari or Pashto/Dari to English, from July 1, 2021 to June 30, 2022, in an amount not to exceed \$1,000.00.
Funding Source: 2021-2022 Operating Budget **Acct. #19041700-56697**

B. ABSTRACTS

1. Schoolyard Habitat for Migrating Songbirds Grant for Nathan Hale School, in the amount of \$2,500.00 for June 1, 2021 to October 31, 2021 was presented by Ms. DeMaio on behalf of Ms. Cass.
Funding Source: National Audubon Society
2. ENGAGE Program Grant, in the amount of \$20,000.00 for development of a pre-apprenticeship manufacturing pathway into the high school credit diploma program at New Haven Adult Education, from July 1, 2021 to June 30, 2022 was presented by Ms. Bonora.
Funding Source: Workforce Alliance

C. AGREEMENTS:

1. Agreement with American Evaluation Services, Inc., to provide program evaluation services for the 2017 cohort of the Magnet School Assistance Program funded schools, East Rock, Edgewood, HSC and King/Robinson, from August 10, 2021 to December 31, 2021, in an amount not to exceed \$101,000.00 was presented by Ms. Bonanno who explained that the evaluation component is a requirement of the Federal grant.
Funding Source: Magnet 17-22 Carry Over Program **Acct. # 2517-6258-56680-0000**
Presenter: Ms. Michele Bonanno **Document Link:** AmericanEval
2. Agreement with Area Cooperative Educational Services, (ACES), to provide support and management of the arts program at Betsy Ross Arts Magnet Middle School and Cooperative Arts and Humanities Magnet High School, from August 25, 2021 to June 30, 2022, in an amount not to exceed \$477,995.00 was presented by Ms. Bonanno who noted error in the Action Items listing. The Agreement not to exceed amount is \$853,033.00: \$477,995.00 for Betsy Ross and \$375,038.00 for Cooperative Arts and Humanities High School. The corrected motion below was also corrected on the website. In answer to Committee questions, Ms. Bonanno explained that the District continues to utilize ACES for the service because the fees are offset by time and personnel needed to implement the program internally. She noted that the cost has decreased over the past years.

Corrected Motion:

Agreement with Area Cooperative Educational Services, (ACES), to provide support and management of the arts programs at Betsy Ross Arts Magnet Middle School and Cooperative and Humanities Magnet High School, from August 25, 2021 to June 30, 2022, in an amount not to exceed \$853,033.00.

Funding Sources:

State Interdistrict Magnet School – Betsy Ross Program (\$477,995.00) **Acct. #270-43355-56697-0055**

- State Interdistrict Magnet School – Co-Op Program (\$375,038.00) **Acct. #270-43364-56697-0064**
3. Agreement with Area Cooperative Educational Services, (ACES), to provide technical assistance to support all adaptive learning software and programming, including universal testing programs for Math and Literacy, from August 10, 2021 to June 30, 2022, in an amount not to exceed \$68,208.00 was presented by Ms. Brantley.
Funding Source: Priority Schools Program **Acct. #2579-5319-56694-0000**
4. Agreement with Heinemann Professional Development to provide 6 virtual professional learning sessions on Leveled Literacy Interventions for grades K-8, from August 10, 2021 to June 30, 2022, in an amount not to exceed \$16,800.00 was presented by Ms. Brantley.
Funding Source: ESSER II Program **Acct. #2552-6363-56697-0000**
5. Agreement with ASD Fitness, to provide adaptive physical education classes to small groups of students with high incident disabilities from Brennan-Rogers, Celentano, Nathan Hale, Fair Haven, Bishop Woods, East Rock, Lincoln Bassett, Wexler-Grant and Wilbur Cross schools, from August 30, 2021 to June 30, 2022, in an amount not to exceed \$69,000.00 was presented by Ms. Stacie Melendez on behalf of Ms. Typhanie Jackson.
Funding Source: IDEA Program (Pending Receipt of Funds) **Acct. #2504-5034-56903-0000**
6. Agreement with The Library Corporation, to provide Library Management System, from August 10, 2021 to June 30, 2022, in an amount not to exceed \$39,354.00 was presented by Ms. Brantley.
Funding Source: ESSER II **Acct. #2552-6363-56697**
7. Agreement with Global Interpreting Network, Inc. for over-the phone Interpretation of language translations, from August 10, 2021 to June 30, 2022, in an amount not to exceed \$10,000.00.
Funding Source: Title IVA SSAE Program **Acct. #25116291-56694**
Presenter: Ms. Jessica Haxhi **Document Link:** Global
8. Agreement with Hillyard for Custodial Equipment Repairs and Services from July 1, 2021 to June 30, 2022, in an amount not to exceed \$75,000.00 was presented by Mr. Barbarotta.
Funding Source: 2021-2022 Operating Budget **Acct. #3C22-2261-58101**

D. CONTRACTS:

1. Award of Contract for On Call Refrigeration Repairs with Precision Food Service Inc. from July 1, 2021 to June 30, 2022, in an amount not to exceed \$150,000.00 was presented by Mr. Gormany.
Funding Source: 2021-2022 Food Service Budget **Acct. #25215200-56623**
2. Award of Contract for On Call Hood Cleaning Repairs with Aircare Environmental Service Inc. from July 1, 2021 to June 30, 2022, in an amount not to exceed \$60,000.00 was presented by Mr. Gormany.
Funding Source: 2021-2022 Food Service Budget **Acct. #25215200-56623**
3. Award of Contract for On Call Kitchen Suppression repairs with Encore Holdings LLC from July 1, 2021 to June 30, 2022, in an amount not to exceed \$50,000.00 was presented by Mr. Gormany.
Funding Source: 2021-2022 Food Service Budget **Acct. #25215200-56623**

4. Award of Contract for On Call Oven and Steam Repairs with Precision Food Service Inc. from July 1, 2021 to June 30, 2022, in an amount not to exceed \$175,000.00 was presented by Mr. Gormany.
Funding Source: 2021-2022 Food Service Budget **Acct. #25215200-56623**
5. Award of Contract for Food Preparation Supplies, Chemicals, and small ware's with Nuovo Venture LLC in an amount not to exceed \$110,000.00; and Eastern Bag and Paper in an amount not to exceed \$900,000.00 from July 1, 2021 to June 30, 2022 was presented by Mr. Gormany.
Funding Source: 2021-2022 Food Service Budget **Acct. #25215200-56630**
Correction: The Committee asked that the name of the contractor be included in the motion as corrected above. Correction also made on the website.

E. PURCHASE ORDERS:

1. Purchase Order for PowerSchool, LLC to provide Unified Talent Perform evaluation software system annual renewal, from July 1, 2021 to June 30, 2022, in an amount not to exceed \$27,432.77 was presented by Dr. Sherban.
Funding Source: 2021-2022 Operating Budget **Acct. #19041900-56694**
2. Purchase Order for NCS Pearson, Inc. to provide licenses to school social workers, school psychologists and speech and language pathologists to conduct and score evaluations for students, from August 30, 2021 to June 30, 2022, in an amount not to exceed \$57,701.25 was presented by Ms. Melendez on behalf of Ms. Typhanie Jackson.
Funding Source: IDEA Program (Pending Receipt of Funds) **Acct. #25045034-56903**
3. Purchase Order for The Social Express to provide The Social Express curriculum Program, from August 30, 2021 to July 30, 2022, in an amount not to exceed \$13,400.00 was presented by Ms. Melendez on behalf of Ms. Typhanie Jackson.
Funding Source: IDEA Program (Pending Receipt of Funds) **Acct. #25045034-56903**

II. DISCUSSION:

- **Revised Agreement Memo Form:** Ms. DeMaio and Mr. Wilcox reviewed recommended changes to the form, highlighted in red, that add more detail to the explanation of services. The changes are based on frequently asked questions from Committee members. A discussion ensued. On the Operations Memo members suggested adding a question related to reason for selecting contractor if not the lowest bidder and, a question identifying members of the selection committee. Recommended changes will be incorporated into the document for both Curriculum focused and Operations focused action items. **No motion was made and no vote was taken.**
- **Facilities Use Rules & Price Form:** Mr. Barbarotta reviewed the current form and pricing, noting that pricing has not increased in several years. Staff will review other district pricing and update the forms to reflect changes. Committee members asked for a report on how funds raised from fees are utilized. Mr. Barbarotta will report back. **No motion was made and no vote was taken.**

- **Series 3000 Policies:** Mr. Wilcox reported that he continues a page by page review of policies. He will report back on next steps. **No motion was made and no vote was taken.**
- **Part-time Pay Update:** Committee members requested a spreadsheet from staff detailing part-time employees by numbers, title/function, pay rates and funding sources. In addition, Committee members asked for a proposal regarding increased minimum wage. **No motion was made and no vote was taken.**
- **Bus Driver Shortage and First Student Hiring Bonuses:** Mr. Lamb reviewed a memo outlining steps that the District and First Student are taking to mitigate driver shortages, including communication, participation in job fairs and bonuses. He explained that the District is only responsible for paying contracted rates as outlined in the current agreement. **No motion was made and no vote was taken.**

Adjournment: A motion by Ms. Rivera, seconded by Mr. Conaway, to adjourn the meeting at 5:35 p.m., passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio