



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION MEETING

Monday, January 11, 2021

INFORMATION ONLY

A. INFORMATION ONLY – The Superintendent approved the following Information Only items:

1. Agreement with Clifford Beers to provide on-site and virtual mental health consultation and support for School Readiness programs, from December 14, 2020 to June 30, 2021 in an amount not to exceed \$16,000.00.
Funding Source: Quality Enhancement Program **Acct. #** 2523-5385-56697-0442
2. Agreement with Howard Blas to provide professional development and coaching to the Yeshiva Gedolah and The Cheder Schools under the Title IIA Non-Public program, from January 12, 2021 to June 15, 2021 in an amount not to exceed \$7,900.00.
Funding Source: Title IIA Non-Public **Acct. #**2511-5678-56905-NP14 (\$5,811.00)
Acct. #2511-5678-56905-NP27 (\$2,089.00)



James Turcio
Building Official

CITY OF NEW HAVEN

Justin Elicker, Mayor

BUILDING DEPARTMENT

200 Orange Street, 5th Floor
 New Haven, CT 06510

Phone: (203) 946-8045 Fax: (203) 946-8049

www.newhavenct.gov



Michael Piscitelli
Economic Development
Administrator

January 8, 2021

CERTIFIED MAIL & RETURN RECEIPT REQUESTED 7007 2680 0002 9543 1684

Dr. Iline Tracey, Superintendent
 New Haven Public Schools
 54 Meadow Street
 New Haven, CT 06519

Re: Quinnipiac School, 460 Lexington Avenue
West Rock STREAM Academy, 311 Valley Street

Dear Dr. Tracey:

CONNECTICUT STATE BUILDING CODE §116
NOTICE OF UNSAFE STRUCTURES
Quinnipiac School and West Rock STREAM Academy

On December 1, 2020 inspections were conducted at Quinnipiac School and West Rock STREAM Academy by me and the Department of Health Director Maritza Bond for purposes of determining compliance with the Connecticut State Building Code as amended, applicable referenced standards adopted pursuant to Connecticut General Statute §29-252, and school reopening requirements and guidance from the Connecticut State Department of Education and Connecticut State Department of Public Health. The Code and said standards are available for your inspection at this office; CSDE and DPH guidance are at <https://portal.ct.gov/-/media/SDE/COVID-19/CTReopeningSchools.pdf> and <https://portal.ct.gov/-/media/Coronavirus/20200622-DPH-Guidance-for-School-Systems-for-the-Operation-of-Central-and-nonCentral-Ventilation-Sys.pdf>. Based on our inspections and review of evaluations conducted by Fuss & O’Neill, Inc. (*incorporated herein by reference*), we find that these two schools are **unsafe to occupy due to inadequate ventilation and maintenance. This constitutes a violation of the Connecticut State Building Code §116.1.**

CONNECTICUT STATE BUILDING CODE §116 “UNSAFE STRUCTURES AND EQUIPMENT”
[A] §116.1 “Conditions. Structures or existing equipment that are or hereafter become unsafe, insanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance, shall be deemed an unsafe condition. Unsafe structures shall be taken down and removed or made safe, as the building official deems necessary and as provided for in this section. A vacant structure that is not secured against entry shall be deemed unsafe.”

PURSUANT TO CONNECTICUT STATE BUILDING CODE §116, OCCUPANCY OF THE ABOVE REFERENCED SCHOOLS IS PROHIBITED UNTIL SUCH TIME THAT ALL IDENTIFIED VIOLATIONS HAVE BEEN CORRECTED. YOU ARE HEREBY ORDERED TO OBTAIN A PERMIT FROM THE BUILDING OFFICIAL TO REMOVE OR REMEDY ALL ABOVE LISTED VIOLATION(S) WITHIN THIRTY (30) DAYS UPON RECEIPT OF THIS LETTER. Construction documents in accordance with §107 for work to be done shall be submitted to this office prior to the commencement of any construction.

This review of all construction documents would avoid unnecessary expense that could result from non-complying changes. Please note that the correction of certain violations may require proper permits and approval from the Building Official and other local agencies prior to any construction.

You are hereby notified that you have the right to appeal this order pursuant to Connecticut General Statutes §29-266(b) to the municipal board of appeals or Connecticut General Statute §29-266(c) in the absence of a municipal board of appeals. Variations or exemptions from the Connecticut State Building Code may be granted by the Connecticut State Building Inspector where strict compliance with the code would entail practical difficulty or unnecessary hardship, or is otherwise adjudged unwarranted pursuant to Connecticut General Statutes §29-254(b), provided that the intent of the law shall be observed and public welfare and safety be assured. Any application for a variation or exemption or equivalent or alternate compliance shall be filed with the local Building Official.

This is the only order you will receive. You must immediately notify me as to whether you accept or reject the terms of this order. A copy of this order is provided to you to sign and return to me with your response. Be advised that the Building Official is authorized to prosecute any violation of this order by requesting that legal counsel of the jurisdiction, or the Office of the State's Attorney, institute the appropriate proceeding at law. Per Connecticut General Statutes §29-254a and §29-394, and Connecticut State Building Code §14, any person who is convicted in a court of law of violating any provision of the Connecticut State Building Code or for failure to comply with the written order of a building inspector for the provision of additional exit facilities in a building, the repair or alteration of a building or the removal of a building or any portion thereof shall be fined not less than two hundred not more than one thousand dollars or imprisoned not more than six months or both.

Our offices hope to gain your cooperation and look forward to working with you in the interest of building and life safety for a timely resolution of this serious matter. If you have any questions, please feel free to contact James Turcio at 203-946-8046 or Maritza Bond at 203-946-6999.

This notice will be placed on the Land Records in the City Clerk's Office, and will not be removed until compliance is completed to the satisfaction of our offices.

Very truly yours,



James Turcio
Building Official



Maritza Bond, MPH
Director of Health

Enclosures – Fuss & O'Neill Reports

cc: Heather Allen, Acting Fire Marshal
Alex Pullen, Acting City Assessor
Maurine Villani, Tax Collector
Alder Rosa Santana, Ward 13
Alder Honda Smith, Ward 30
City/Town Clerk



FUSS & O'NEILL

December 31, 2020

Mr. Phillip Penn
Chief Financial Officer
New Haven Public Schools
54 Meadow Street
New Haven, CT 06519

via email: phillip.penn@nhboe.net

RE: Quinnipiac School - HVAC Mechanical Assessment Final Report

Dear Mr. Penn:

Fuss & O'Neill conducted an evaluation of the ventilation systems at the Quinnipiac School. The purpose of the evaluation is to determine if the building's ventilation systems meet applicable code requirements and the latest school reopening guidelines, and provide improvement recommendations to reduce the possibility of airborne viruses in the building. Based on our field observations on October 13, 2020 and remote building automation system (BAS) review on October 12, 2020, it is our opinion that the building's ventilation systems have significant deficiencies and code violations that will need to be corrected, and re-evaluated before considering re-occupying the building. A summary of our findings and recommendations are shown below. A list of guidance documents is included as *Appendix A*.

Field Observations

At the time of our site visit, no mechanical ventilation was being supplied to the building. All classrooms and administrative offices are equipped with unit ventilators. However, the outdoor air louvers have been sealed shut, resulting in recirculation of indoor air within the space. All rooms with unit ventilators have operable windows, which were closed during the visit. The unit ventilator in the Principal's Office was reported as not operational. The cafeteria and kitchen are conditioned by an air handling unit (AHU) located in the attic. This unit has an outdoor air inlet, but the louver has been blocked with plywood from the outside of the building. Filters were not visually observable. At least one return grille was witnessed as sealed shut. The building has 12 exhaust fans, nine of which were operating during our site visit. The remaining exhaust fans were not running during the visit and are not observable via BAS. It is unknown why the exhaust fans were not operating. Throughout the building, many exhaust grilles were noted to be dirty or clogged. All observed mechanical equipment appeared antiquated and was reported to be original to the building. No building drawings were available for us to review this information.

Building Automation System Review Findings

The building's DDC system is limited and only serves the boiler system, one exhaust fan, and limited temperature readings. At the time of review, an alarm was active for hot water pump P-1.

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Phillip Penn
December 31, 2020
Page 2

The outdoor air temperature was listed as 0°F on the miscellaneous points list, indicating a faulty sensor.

Nurse's Suite

The school Nurse's Office is located next to the Main Office and includes one bed and an attached dedicated bathroom. The office has an exhaust grille and no mechanical ventilation or windows. A storage room near the Cafeteria has been identified as an Isolation Room. This room has no ventilation or windows. Without modifications, this room is not suitable to be used as an isolation room

Recommendations

Prior to re-opening the building, it is recommended that the following measures are taken:

1. Provide the building with a means of mechanical ventilation for all occupied rooms per code. This includes new and functioning outdoor air dampers on all air handling equipment.
2. Add ventilation equipment to the BAS and allow BAS to control and monitor the equipment. Maximize outdoor air dampers during shoulder seasons and incorporate purge mode. Formally recommission the HVAC systems.
3. Clean dirty/clogged grilles.
4. Investigate alarm associated with P-1.
5. Investigate possible faulty outdoor temperature sensor.
6. Ensure all exhaust fans are operable and run continuously. Run air handling unit supply fans to balance the building.
7. If possible, duct a new return in the isolation room to the existing air handler. Install a HEPA-filtered negative air machine to the room return duct (seal remaining part of return air grille). Install an exhaust fan to exhaust isolation room air to the outdoors. If this is not possible, the room may remain unventilated to create a passive isolation room appropriate for short duration occupation. A portable HEPA filter-fan should be installed to decontaminate the air within the room during and after occupation.

Phillip Penn
December 31, 2020
Page 3

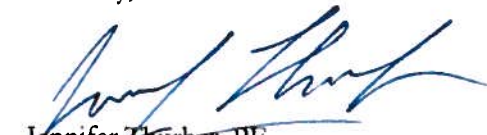
As part of a future renovation, it is recommended to incorporate the following:

1. Incorporate ASHRAE-recommended Nurse's station HVAC installation, including permanent isolation room, Normal and Isolation HVAC modes and negatively pressured spaces.
2. Additional space CO2 measurement points should be added to give visibility to the adequacy of outside air ventilation after re-occupation by students and staff.
3. Replace aging air handling equipment.
4. Consider adding complete AHU-1 and exhaust fan graphic sets that show command, status and alarm. The exhaust fans are an important part of the overall building ventilation.

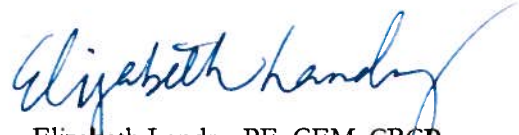
***Disclaimer:** This list of recommendations is intended to help minimize the potential spread of viruses and/or other biological hazards. Our recommendations reflect current best practices of the HVAC industry. There is no guarantee that any of these recommendations can or will prevent any occurrences of Covid-19 or any other airborne hazards.*

Please don't hesitate to reach out with any questions.

Sincerely,



Jennifer Thurber, PE
Project Manager



Elizabeth Landry, PE, CEM, CBCP
Vice President

Attachments:

Appendix A: Referenced Guidance Documents

c: Dr. Iline Tracey
Joseph Barbarotta
David Turner



FUSS & O'NEILL

January 4, 2021

Mr. Phillip Penn
Chief Financial Officer
New Haven Public Schools
54 Meadow Street
New Haven, CT 06519

via email: phillip.penn@nhboe.net

RE: West Rock STREAM Academy - HVAC Mechanical Assessment Final Report

Dear Mr. Penn:

Fuss & O'Neill conducted an evaluation of the ventilation systems at the West Rock STREAM Academy. The purpose of the evaluation is to determine if the building's ventilation systems meet applicable code requirements and the latest school reopening guidelines, and provide improvement recommendations to reduce the possibility of airborne viruses in the building. West Rock STREAM Academy has one main building and two modular buildings. Based on our field observations on October 22, 2020 and remote building automation system (BAS) review on November 12, 2020, it is our opinion that the main building's ventilation systems have significant deficiencies and code violations that will need to be corrected before the building can be occupied. A summary of our findings and recommendations are shown below. A list of guidance documents is included as *Appendix A*.

Field Observations

All classrooms spaces are equipped with one wall-mounted exhaust grille, no supply diffusers were observed. This exhaust grille is often located behind storage cabinets with closed doors, which are currently obstructing airflow. An investigation of the building and roof showed no evidence of air handling equipment in the building. There is a locked access door to a possible fan room on the roof but the school staff did not know of a key to the door or when anyone would have been in there last. Based on our observation, the building does not have proper mechanical ventilation.

All cooling is provided by Samsung or Mitsubishi Heat Pumps. Many of the Samsung units had a digital controls readout either in the room or in a central area depending on the location of the unit. These digital readouts indicated filter changes are needed in all units and that there is a possible error in their communication (error code E201). All heating is provided by hot water radiant baseboard heat.

Two classrooms are located in a modular construction-style building detached from the main building. Each classroom is served by a packaged roof-top Trane unit and are individually controlled via temperature sensors in each classroom. It is not known if the units are electric or gas-

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Phillip Penn
January 4, 2021
Page 2

fired, but they are presumed to utilize gas-fired heating and DX electric cooling. The rooftop units themselves were not accessible for observation due to their location and lack of access. Drawings of the buildings for this school were not available to us for review.

Building Automation System Review Findings

During the review of the building's BAS, it was noted that the system is has limited capabilities and was not functioning as much more than a time clock for occupancy modes, with some monitoring and on/off control of the boiler plant based on the measured temperatures. The only room temperature information is shown on the boiler tab where temperatures are displayed for 5 zones. Temperature set points are available from the boiler page, which also indicates boiler function. The rest of the temperature controls for the building are most likely pneumatic. One exhaust fan is indicated but was not able to be confirmed in the field. At the time of review, all measured temperatures, set points and status points read values of 0.0. This has been reported to the school system for repairs.

There is no information available within the system regarding outside air (OA) ventilation. Prior to re-opening this building, the BAS should be commissioned to ensure the limited capabilities that it does have are functional. The existing pneumatic system should be restored to best control individual room temperatures.

Nurse's Suite

The school nurse's office is located within a second modular construction-style building that includes office space, a reception area, the nurse's office, exam rooms, and a bathroom. This portable building has a separate electric forced-air heating and cooling system independent from the rest of the school. The two outdoor wall-mounted air handling units that supply the building and are controlled via the thermostat in the office manager's office. The school has established two isolation rooms within this building. One is in the office adjacent to the nurse's office and the other is in a conference room across the hall. Each room is equipped with a supply and return as well as a window. It is recommended that a HEPA-filtered negative air machine is installed in the return duct of each isolation room. Each room's supply should be closed to ensure a negatively-pressured environment.

Other Observations

During the inspection of the boiler room, in the basement, it was noted that there was approximately 1-3" of standing water. While it appeared there were sumps and sump pumps present, they did not appear to be functioning. Standing water can promote mold growth, turn septic, harbor bacteria, and be a significant health hazard. It is recommended the source of this water be found and repaired and all current standing water be removed.

Phillip Penn
January 4, 2021
Page 3

Recommendations

Prior to re-opening the building, it is recommended that the following measures are taken:

1. Additional ventilation equipment and appropriate air distribution system should be incorporated to provide an outside air supply to all occupied spaces in the main building.
2. Gain access to the fan room on the roof and investigate what equipment is present and what condition it is in and if it is in need of replacement.
3. If possible, upgrade filters in all units serving the Portable buildings to MERV 13.
4. Replace filters and perform regular maintenance on the Samsung and Mitsubishi Ductless units and investigate possible communications error.
5. A HEPA-filtered negative air machine should be installed in each isolation room's return grille and the supply-side volume damper partially closed to ensure a negatively pressured environment within each room. . If a HEPA filter cannot be obtained, seal off the supply and return grilles to create a passive isolation room appropriate for short occupation.
6. Remove all items from the cabinets containing the return grilles for each room and leave cabinet doors open to promote air return.
7. Commission the BAS to ensure functionality.

As part of a future renovation, it is recommended to incorporate the following:

1. Upgrade or replace the BAS to include all building systems and improve system control capabilities.
2. Incorporate ASHRAE-recommended Nurse's station HVAC installation, including permanent isolation room, Normal and Isolation HVAC modes and negatively pressured spaces.


Disclaimer: *This list of recommendations is intended to help minimize the potential spread of viruses and/or other biological hazards. Our recommendations reflect current best practices of the HVAC industry. There is no guarantee that any of these recommendations can or will prevent any occurrences of Covid-19 or any other airborne hazards.*

Please don't hesitate to reach out with any questions.




Phillip Penn
January 4, 2021
Page 4

Sincerely,



Jennifer Thurber, PE
Project Manager



Elizabeth Landry, PE, CEM, CBCP
Vice President

Attachments:

Appendix A: Referenced Guidance Documents

c: Dr. Iline Tracey
Joseph Barbarotta
David Turner



- I. December 30, 2020
 - a. Meeting with Senior Leadership, Magnet Office, and Choice and Enrollment Office
- II. December 31, 2021
 - a. Notification of Board of Education members
 - b. Meeting with Executive Team
 - c. Meeting with Administrators', Teachers and Paraprofessionals Unions Presidents
 - d. Families and Staff notified via Parentlink of partial reopening date and school closure
 - e. Meeting with Director of English Learners, Transportation Director, Food Service Director, and Director of School Security
- III. January 4, 2021
 - a. Quinnipiac and West Rock Staff meetings held with Senior Leadership Team
 - i. Key points of the meeting
 - 1. Discussion of work conditions for remainder of the 2020-21 school year
 - 2. Notification of process for Quinnipiac and West Rock students to transfer to a new school for remainder of 2020--21 school year
 - 3. General Question and Answer
 - b. Meeting with Administrators
 - i. Key points of the meeting
 - 1. Discussion of work conditions for Quinnipiac and West Rock staff for remainder of the 2020-21 school year
 - 2. Notification of process for Quinnipiac and West Rock students to transfer to a new school for remainder of 2020-21
 - 3. General Question and Answer
- IV. January 5 , 2021
 - a. Quinnipiac and West Rock Family Webinars held with Senior Leadership Team
 - i. Key points of the meeting
 - 1. Discussion of instructional options for remainder of the 2020-21 school year
 - 2. Discussion of survey distributed with due date of January 11, 2021
 - a. Survey indicates parents preference for the remainder of current school year
 - 3. Notification that any Quinnipiac and West Rock student who is returning for in-person instruction will return on February 17, 2021, at new school placement through mini-lottery
 - 4. Discussion of Mini Lottery process (see letter from Asst. Supt. Redd-Hannans)
 - 5. Discussion of regular lottery process for placement at a new school for 2021-22 school year
 - 6. General Question and Answer
 - b. Meeting with Transportation and Food Service departments
- V. January 6, 2021
 - a. Survey distributed to Quinnipiac and West Rock families to select in-person or remote learning for remainder of 2020-21 school year
 - b. Meeting with CSDE Magnet Office



FUSS & O'NEILL

December 31, 2020

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Recommendations

Prior to re-opening the building, it is recommended that the following measures are taken:

1. Provide the building with a means of mechanical ventilation for all occupied rooms per code. This includes new and functioning outdoor air dampers on all air handling equipment.
2. Add ventilation equipment to the BAS and allow BAS to control and monitor the equipment. Maximize outdoor air dampers during shoulder seasons and incorporate purge mode. Formally recommission the HVAC systems.
3. Clean dirty/clogged grilles.
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7. If possible, duct a new return in the isolation room to the existing air handler. Install a HEPA-filtered negative air machine to the room return duct (seal remaining part of return air grille). Install an exhaust fan to exhaust isolation room air to the outdoors. If this is not possible, the room may remain unventilated to create a passive isolation room appropriate for short duration occupation. A portable HEPA filter-fan should be installed to decontaminate the air within the room during and after occupation.

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December 31, 2020
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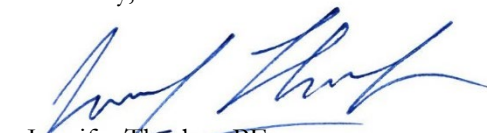
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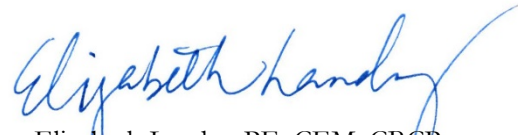
Disclaimer: This list of recommendations is intended to help minimize the potential spread of viruses and/or other biological hazards. Our recommendations reflect current best practices of the HVAC industry. There is no guarantee that any of these recommendations can or will prevent any occurrences of Covid-19 or any other airborne hazards.

Please don't hesitate to reach out with any questions.

Sincerely,



Jennifer Thurber, PE
Project Manager



Elizabeth Landry, PE, CEM, CBCP
Vice President

Attachments:

Appendix A: Referenced Guidance Documents

c: Dr. Iline Tracey
Joseph Barbarotta
David Turner

Appendix A: Referenced Guidance Documents

The following references are cited as guidance to support school re-opening during this pandemic. It is important to note that improvements noted here are recommendations only, and not required by law.

References:

- ASHRAE Epidemic Task Force Guidance for Schools and Universities, July 15, 2020
- ASHRAE Epidemic Task Force Guidance for Healthcare, August 7, 2020
- ASHRAE Practical Guidance for Epidemic Operation of ERVs, June 9, 2020
- ASHRAE Filtration and Disinfection FAQ
- ASHRAE Position Document on Infectious Aerosols, April 14, 2020
- Boston Consulting Group, Indoor Air Safety Benchmarks, 2020
- Center for Disease Control, Considerations for Operating Schools During Covid-19, August 21, 2020
- Center for Disease Control, Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation, September 22, 2020
- Center for Disease Control, Guidelines for Environmental Infection Control, 2020
- Center for Disease Control, Preparing K-12 School Administrators for a Safe Return to School in Fall 2020, July 23, 2020
- Center for Disease Control, School Admin K12 Readiness and Planning Tool, December 9, 2020
- Connecticut Department of Health, Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems during the COVID-19 Pandemic, June 22, 2020
- Connecticut State Department of Education, Adapt Advance, Achieve: CT's Plan to Learn and Grow Together, September 4, 2020
- REHVA COVID-19 Guidance Document Version 4.0, Federation of European Heating, Ventilation and Air Conditioning Associations, November 17, 2020

January 6, 2020

Greetings Quinnipiac Families,

Due to growing concerns around the health and safety of our students, a difficult decision has been made that Quinnipiac will not reopen the doors of their school for in-person learning. I am saddened by this as Quinnipiac is a shining star in our school community, but there are many health and safety concerns amid the COVID-19 pandemic that we cannot afford to risk. We value the lives of our educators, students and families very much.

This leaves students and families at Quinnipiac without a physical school building. We want to support families and their needs and have provided those affected with two options regarding their child's future education in this district. New Haven Public Schools will offer students and families who would like to continue to learn in a remote learning environment to continue to do so for the rest of the school year with their same teachers and peers. For some families it will be important to maintain a sense of familiarity as many relationships have been made with the teachers, staff and peers. For those families who desire in-person learning we will host a special lottery for only West Rock and Quinnipiac students. Below are the details on two options presented for families with students at these two schools. It is important that you think carefully about your family needs when making this decision.

Option 1:

The child will remain enrolled at their current school for remote learning with their current teacher for the remainder of the school year.

*All families who choose this option must apply in the district's school choice lottery for placement next year. These students will get a special priority in the School Choice Lottery (results will be released on April 2, 2021). Special priority preferences will be given to the school listed on your application.

For your 2021-2022 enrollment, complete the following steps:

1. Attend the Virtual School Choice Expo on **Saturday, January 30, 2021** to explore school choices for your child. You can join the expo by visiting www.newhavenmagnetschools.com
2. Attend individual school Open House to make sure the school is the right fit for your child.
3. Submit an application online by **March 5, 2021** at www.newhavenmagnetschool.com.
4. Wait for results on **April, 2, 2021**
5. Accept seat by **April 23, 2021**

Option 2:

Opt for in person learning now by applying to a Mini Lottery New Haven Public School.

*Any family who chooses this option will **NOT** be allowed to participate in the regular school choice lottery in March if they accept their new school placement. This will be the child's new school assignment for the following school year as well.

To participate in a Mini Lottery that will only include applicants from Quinnipiac and West Rock.

1. Explore school choice options by visiting www.newhavenmagnetschools.com
2. Submit a form application by **Friday January 15, 2020 by 4:00 PM**. These forms can be found on nhps.net starting **Friday, January 8, 2021**.
3. Results will be emailed by **Friday, January 21, 2021**
4. Accept or decline your seat by **Tuesday, January 26, 2021**
5. In person learning is scheduled to begin **Wednesday, February 17, 2021**

*If you decline placement you will default back to remote learning at your current school for the remainder of the year and will have to participate in the main lottery in March.

Due to COVID Restrictions, space is limited in each school and the Office of School Choice and Enrollment cannot guarantee that you will be granted one of your choices. In the event you do not get a school of choice and still would like to have your child be in person for the remainder of the school year, the child will be placed at the school closest to your home with an available seat to accommodate them.

Please complete this form with your selection for each of your children currently enrolled at Quinnipiac by Monday, January 11, 2021.

<https://forms.gle/ym7LFeWiPmza3Bu9>

Please contact your child's principal if you require further information.

Warm regards,

Keisha Redd-Hannans

Keisha Redd-Hannans

Assistant Superintendent for Instructional Leadership

Apreciadas familias:

Debido a las crecientes preocupaciones en torno a la salud y la seguridad de nuestros estudiantes, se tomó la difícil decisión de que la Escuela **Quinnipiac Real World STEM y West Rock STREAM Academy** no vuelvan a abrir las puertas de sus edificios escolares para el aprendizaje en persona. Me entristece esto ya que ambas escuelas son estrellas brillantes en nuestra comunidad escolar, pero hay muchas preocupaciones de salud y seguridad en medio de la pandemia de COVID-19 y no podemos arriesgarnos. Valoramos mucho la vida de nuestros educadores, estudiantes y familias.

Esto deja a los estudiantes y las familias de estas dos escuelas sin un edificio escolar físico. Queremos apoyar a las familias y sus necesidades y les hemos brindado a los afectados dos opciones con respecto a la educación futura de sus hijos en este distrito. Las Escuelas Públicas de New Haven ofrecerán a los estudiantes y familias que deseen continuar aprendiendo en un entorno de aprendizaje remoto continuar haciéndolo durante el resto del año escolar con sus mismos maestros y compañeros. Para algunas familias será importante mantener un sentido de familiaridad ya que se han establecido muchas relaciones con los maestros, el personal y los compañeros. Para aquellas familias que deseen aprender en persona, organizaremos una lotería especial solo para estudiantes de West Rock y Quinnipiac. A continuación, presentamos los detalles de dos opciones para las familias con estudiantes en estas dos escuelas. Es importante que piense detenidamente en las necesidades de su familia al tomar esta decisión.

Opcion 1:

El estudiante permanecerá inscrito en su escuela actual para el aprendizaje remoto con su maestro actual durante el resto del año escolar.

* Todas las familias que eligen esta opción deben participar en la lotería de elección de escuela del distrito para la colocación el próximo año. Estos estudiantes obtendrán una prioridad especial en la lotería de elección de escuela (los resultados se publicarán el 2 de abril de 2021). Se otorgarán preferencias especiales a la escuela que figura en su solicitud.

Para su inscripción 2021-2022, complete los siguientes pasos:

1. Asista al Virtual School Choice Expo el sábado 30 de enero de 2021 para explorar las opciones escolares para su hijo. Puede unirse a la exposición visitando www.newhavenmagnetschools.com
2. Asista a los eventos de puertas abiertas de cada escuela para asegurarse de que la escuela sea la adecuada para su hijo.
3. Envíe una solicitud en línea antes del 5 de marzo de 2021 en www.newhavenmagnetschools.com
4. Espere resultados el 2 de abril de 2021
5. Debe aceptar el asiento antes del 23 de abril de 2021

Opcion 2:

Opte por el aprendizaje en persona a través de la Mini Lotería de las Escuelas Publicas de New Haven.

* Cualquier familia que elija esta opción **NO** podrá participar en la lotería de elección de escuela regular en marzo si acepta su nueva ubicación escolar. Esta también será la nueva escuela del niño para el siguiente año escolar.

Para participar en la Mini Lotería que solo incluirá solicitantes de Quinnipiac y West Rock.

6. Explore las opciones de elección de escuelas visitando www.newhavenmagnetschools.com
1. Envíe una solicitud antes del **viernes 15 de enero de 2020 a las 4:00 p.m.** Estos formularios se pueden encontrar en nhps.net a partir del **viernes 8 de enero de 2021.**
2. Los resultados se enviarán por correo electrónico antes del **viernes 21 de enero de 2021**
3. Acepte o rechace su asiento antes del **martes 26 de enero de 2021**
4. El aprendizaje en persona está programado para comenzar el **miércoles 17 de febrero de 2021**

* Si rechaza la colocación, el estudiante volverá al aprendizaje remoto en su escuela actual durante el resto del año y tendrá que participar en la lotería principal en marzo.

Debido a las restricciones de COVID, el espacio es limitado en cada escuela y la Oficina de Elección e Inscripción Escolar no puede garantizar que se le otorgue una de sus opciones. En el caso de que no obtenga la escuela de su elección y aun así le gustaría que su hijo esté en persona durante el resto del año escolar, el niño será colocado en la escuela más cercana a su hogar que tenga un asiento disponible para acomodarlos.

Favor de completar el formulario con su selección para cada uno de sus hijos que actualmente están matriculados en la Escuela Quinnipiac antes del lunes 11v de enero de 2021.

<https://forms.gle/ym7LFeWiPnmza3Bu9>

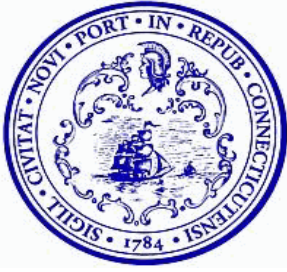
Favor de comunicarse con el Director/Principal de la escuela Quinnipiac si tiene alguna pregunta.

Atentamente,

Keisha Redd-Hannans

Keisha Redd-Hannans

Assistant Superintendent for Instructional Leadership



CITY OF NEW HAVEN
COMMUNITY SERVICES ADMINISTRATION
DEPARTMENT OF HEALTH
BUREAU OF ENVIRONMENTAL HEALTH

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JUSTIN ELICKER
MAYOR

MARITZA BOND, MPH
DIRECTOR OF HEALTH

September 19, 2020

Dr. Ilene P. Tracey
Superintendent of Schools
54 Meadow Street, 5th Floor
New Haven, CT 06519

RE: West Rock STREAM Academy- Health and COVID-19 Reopen Safety Requirements

Dear Dr. Tracey:

On September 18, 2020, a walk-through inspection was conducted at the above referenced school. Accompanying me on the walk-through were Principal Yolanda Jones-Generette, State Representatives Toni Walker and Robyn Porter, Director of Nursing Jennifer Vazquez, Building Official Jim Turcio, Fire Marshals Fernando Ramirez and Shakira Samuel, Chief Plumbing/Mechanical Inspector Robert Dillon, Executive Director of Facilities Joseph Babarotta, Building Inspector Jose Romero and Health Department Inspectors Brian Wnek, Shellie Longo and Glenda Buenaventura.

Below are the following Health and Safety findings and recommendations for **West Rock STREAM Academy**:

1. **Signage**
 - a. Provide **signage in both English and Spanish** throughout the building, especially in entrance and exits points:
 - i. No Mask/No Entry/PPE protocols
 - ii. Social distancing protocols
 - iii. Faculty/Staff/Students shall stay home if sick/experiencing COVID-19 symptoms
 - iv. Visitors shall not enter if they are experiencing COVID-19 symptoms
 - v. 211 Hotline for COVID-19 Violations
2. **Ventilation**
 - a. **NO HVAC SYSTEM**
 - b. **Eliminate** the use of box fans.
 - c. During school hours, **windows are to be kept open** to allow for fresh air flow.
 - d. **Repair** defective window screens.

- e. **Eliminate clutter** on top of radiators
- f. **Screens must be provided** on all windows that will be kept opened.

3. **Social Distancing**

- a. Provide distinctive **one way in and one way out signage** throughout the building.
- b. Provide distinctive **six-foot signs** throughout the building to ensure proper social distancing.
- c. A **dividing line** shall be painted in the hallways throughout the building to ensure one-way traffic flow.
- d. Groups **shall not congregate** in areas such as the bathrooms, hallways and common areas.
- e. Guard desks (if applicable) shall be **outfitted with Plexiglas shields** or other similar type of barrier.

4. **Intercom messages**

- a. Shall be broadcasted frequently or by class period in **English and Spanish** to remind faculty/staff/students of Covid-19 Sector Guidelines (i.e. social distancing, wearing face masks, etc.)

5. **Bathrooms**

- a. **Ensure bathrooms are cleaned frequently** (develop a written schedule). Chemicals used to clean the bathrooms should meet EPA's criteria for use against SARS-CoV-2 and that are appropriate for the surface.
- b. Train maintenance staff on **proper cleaning procedures** to ensure safe and correct application of disinfectants.
- c. Develop and utilize a **bathroom cleaning log showing that bathrooms are cleaned frequently, including the time of cleaning and the name of the employee who performed the cleaning.** These logs must always be maintained onsite and be made available upon request by the NHHD.
- d. Must **install handwashing signage** in bathrooms and ensure soap and paper towel supplies are maintained at adequate levels.
- e. **Capacity limits** shall be capped at 1 individual at a time.
- f. **Repair bathroom facilities** located in the temporary buildings.

6. **Employee daily health check log**

- a. Prior to arrival to school, all employees must **self-check themselves daily** for COVID -19 symptoms, following the Board of Education employee policy.
- b. **Logs must always be maintained** onsite and be made available upon request by the NHHD.
- c. Any employee who has a **temperature above 100°F and/or has symptoms of COVID-19** is not allowed to work and cannot return to work until they have no fever and no evidence of COVID-19 symptoms.

7. **Physical Space Setup**

- a. **Eliminate clutter** in and around the classrooms, hallways and offices to allow for cleaning and sanitizing.
- b. **Hand sanitizing stations** shall be provided in the entryways and common areas throughout the school.

- c. **Wall mounted hand sanitizing units that are non-operational must be made inaccessible.** Tables with hand-sanitizer shall be provided in its place.

8. **Isolation & Health Suite**

- a. **Cots shall be spaced at least 6' apart** to maintain social distancing.
- b. **Install door with window** in isolation room.

9. **Other Building Concerns**

- a. Playground shall remain **closed.**
- b. **Repair damaged floor tiles** in classroom (exterior temporary classroom #19).
- c. **Repair defective window screen** in classroom (exterior temporary classroom #19).
- d. **Repair defective window sill** (Stem 2 classroom).
- e. **Declutter entire classroom** (Stem 2 classroom).
- f. **Repair broken window** in classroom (Stem 2 classroom).
- g. **Eliminate cloth curtain** in classroom (Stem 2 classroom).
- h. **Power-wash** exterior vestibules and exterior temporary buildings.
- i. **Remove downed tree and branches** throughout the premises.
- j. **Eliminate unnecessary articles** behind the temporary buildings.
- k. **Provide extermination contract** for extensive rodent infestation.
- l. **Remediate rodent burrows** throughout.
- m. Facilities shall provide this office with a copy of the **maintenance checklist.**
- n. Chemicals used to clean the school **shall meet the EPA's criteria** for use against SARS-CoV-2 and that are appropriate for the surface.
- o. Train maintenance staff on **proper cleaning procedures** to ensure safe and correct application of disinfectants.

Thank you for your cooperation and compliance with these requirements. The health and safety of our faculty, staff and students is one of my top priorities.

As always, if you have any questions please do not hesitate to contact me.

Sincerely,

Maritza Bond, MPH
Director of Health
New Haven Health Department



FUSS & O'NEILL

January 4, 2021

Mr. Phillip Penn
Chief Financial Officer
New Haven Public Schools
54 Meadow Street
New Haven, CT 06519

via email: phillip.penn@nhboe.net

RE: West Rock STREAM Academy - HVAC Mechanical Assessment Final Report

Dear Mr. Penn:

Fuss & O'Neill conducted an evaluation of the ventilation systems at the West Rock STREAM Academy. The purpose of the evaluation is to determine if the building's ventilation systems meet applicable code requirements and the latest school reopening guidelines, and provide improvement recommendations to reduce the possibility of airborne viruses in the building. West Rock STREAM Academy has one main building and two modular buildings. Based on our field observations on October 22, 2020 and remote building automation system (BAS) review on November 12, 2020, it is our opinion that the main building's ventilation systems have significant deficiencies and code violations that will need to be corrected before the building can be occupied. A summary of our findings and recommendations are shown below. A list of guidance documents is included as *Appendix A*.

Field Observations

All classrooms spaces are equipped with one wall-mounted exhaust grille, no supply diffusers were observed. This exhaust grille is often located behind storage cabinets with closed doors, which are currently obstructing airflow. An investigation of the building and roof showed no evidence of air handling equipment in the building. There is a locked access door to a possible fan room on the roof but the school staff did not know of a key to the door or when anyone would have been in there last. Based on our observation, the building does not have proper mechanical ventilation.

All cooling is provided by Samsung or Mitsubishi Heat Pumps. Many of the Samsung units had a digital controls readout either in the room or in a central area depending on the location of the unit. These digital readouts indicated filter changes are needed in all units and that there is a possible error in their communication (error code E201). All heating is provided by hot water radiant baseboard heat.

Two classrooms are located in a modular construction-style building detached from the main building. Each classroom is served by a packaged roof-top Trane unit and are individually controlled via temperature sensors in each classroom. It is not known if the units are electric or gas-

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Phillip Penn
January 4, 2021
Page 2

fired, but they are presumed to utilize gas-fired heating and DX electric cooling. The rooftop units themselves were not accessible for observation due to their location and lack of access. Drawings of the buildings for this school were not available to us for review.

Building Automation System Review Findings

During the review of the building's BAS, it was noted that the system is has limited capabilities and was not functioning as much more than a time clock for occupancy modes, with some monitoring and on/off control of the boiler plant based on the measured temperatures. The only room temperature information is shown on the boiler tab where temperatures are displayed for 5 zones. Temperature set points are available from the boiler page, which also indicates boiler function. The rest of the temperature controls for the building are most likely pneumatic. One exhaust fan is indicated but was not able to be confirmed in the field. At the time of review, all measured temperatures, set points and status points read values of 0.0. This has been reported to the school system for repairs.

There is no information available within the system regarding outside air (OA) ventilation. Prior to re-opening this building, the BAS should be commissioned to ensure the limited capabilities that it does have are functional. The existing pneumatic system should be restored to best control individual room temperatures.

Nurse's Suite

The school nurse's office is located within a second modular construction-style building that includes office space, a reception area, the nurse's office, exam rooms, and a bathroom. This portable building has a separate electric forced-air heating and cooling system independent from the rest of the school. The two outdoor wall-mounted air handling units that supply the building and are controlled via the thermostat in the office manager's office. The school has established two isolation rooms within this building. One is in the office adjacent to the nurse's office and the other is in a conference room across the hall. Each room is equipped with a supply and return as well as a window. It is recommended that a HEPA-filtered negative air machine is installed in the return duct of each isolation room. Each room's supply should be closed to ensure a negatively-pressured environment.

Other Observations

During the inspection of the boiler room, in the basement, it was noted that there was approximately 1-3" of standing water. While it appeared there were sumps and sump pumps present, they did not appear to be functioning. Standing water can promote mold growth, turn septic, harbor bacteria, and be a significant health hazard. It is recommended the source of this water be found and repaired and all current standing water be removed.

Phillip Penn
January 4, 2021
Page 3

Recommendations

Prior to re-opening the building, it is recommended that the following measures are taken:

1. Additional ventilation equipment and appropriate air distribution system should be incorporated to provide an outside air supply to all occupied spaces in the main building.
2. Gain access to the fan room on the roof and investigate what equipment is present and what condition it is in and if it is in need of replacement.
3. If possible, upgrade filters in all units serving the Portable buildings to MERV 13.
4. Replace filters and perform regular maintenance on the Samsung and Mitsubishi Ductless units and investigate possible communications error.
5. A HEPA-filtered negative air machine should be installed in each isolation room's return grille and the supply-side volume damper partially closed to ensure a negatively pressured environment within each room. . If a HEPA filter cannot be obtained, seal off the supply and return grilles to create a passive isolation room appropriate for short occupation.
6. Remove all items from the cabinets containing the return grilles for each room and leave cabinet doors open to promote air return.
7. Commission the BAS to ensure functionality.

As part of a future renovation, it is recommended to incorporate the following:

1. Upgrade or replace the BAS to include all building systems and improve system control capabilities.
2. Incorporate ASHRAE-recommended Nurse's station HVAC installation, including permanent isolation room, Normal and Isolation HVAC modes and negatively pressured spaces.


Disclaimer: *This list of recommendations is intended to help minimize the potential spread of viruses and/or other biological hazards. Our recommendations reflect current best practices of the HVAC industry. There is no guarantee that any of these recommendations can or will prevent any occurrences of Covid-19 or any other airborne hazards.*

Please don't hesitate to reach out with any questions.

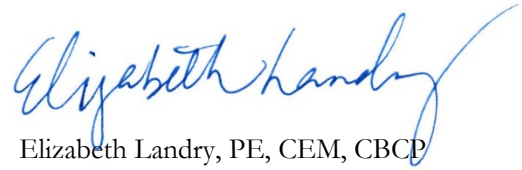


Phillip Penn
January 4, 2021
Page 4

Sincerely,



Jennifer Thurber, PE
Project Manager



Elizabeth Landry, PE, CEM, CBCP
Vice President

Attachments:

Appendix A: Referenced Guidance Documents

c: Dr. Iline Tracey
Joseph Barbarotta
David Turner

Appendix A: Referenced Guidance Documents

The following references are cited as guidance to support school re-opening during this pandemic. It is important to note that improvements noted here are recommendations only, and not required by law.

References:

- ASHRAE Epidemic Task Force Guidance for Schools and Universities, July 15, 2020
- ASHRAE Epidemic Task Force Guidance for Healthcare, August 7, 2020
- ASHRAE Practical Guidance for Epidemic Operation of ERVs, June 9, 2020
- ASHRAE Filtration and Disinfection FAQ
- ASHRAE Position Document on Infectious Aerosols, April 14, 2020
- Boston Consulting Group, Indoor Air Safety Benchmarks, 2020
- Center for Disease Control, Considerations for Operating Schools During Covid-19, August 21, 2020
- Center for Disease Control, Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation, September 22, 2020
- Center for Disease Control, Guidelines for Environmental Infection Control, 2020
- Center for Disease Control, Preparing K-12 School Administrators for a Safe Return to School in Fall 2020, July 23, 2020
- Center for Disease Control, School Admin K12 Readiness and Planning Tool, December 9, 2020
- Connecticut Department of Health, Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems during the COVID-19 Pandemic, June 22, 2020
- Connecticut State Department of Education, Adapt Advance, Achieve: CT's Plan to Learn and Grow Together, September 4, 2020
- REHVA COVID-19 Guidance Document Version 4.0, Federation of European Heating, Ventilation and Air Conditioning Associations, November 17, 2020

January 6, 2020

Greetings West Rock Families,

Due to growing concerns around the health and safety of our students, a difficult decision has been made that West Rock STREAM Academy will not reopen the doors of their school for in-person learning. I am saddened by this as West Rock is a shining star in our school community, but there are many health and safety concerns amid the COVID-19 pandemic that we cannot afford to risk. We value the lives of our educators, students and families very much.

This leaves students and families at West Rock without a physical school building. We want to support families and their needs and have provided those affected with two options regarding their child's future education in this district. New Haven Public Schools will offer students and families who would like to continue to learn in a remote learning environment to continue to do so for the rest of the school year with their same teachers and peers. For some families it will be important to maintain a sense of familiarity as many relationships have been made with the teachers, staff and peers. For those families who desire in-person learning we will host a special lottery for only West Rock and Quinnipiac students. Below are the details on two options presented for families with students at these two schools. It is important that you think carefully about your family needs when making this decision.

Option 1:

The child will remain enrolled at their current school for remote learning with their current teacher for the remainder of the school year.

*All families who choose this option must apply in the district's school choice lottery for placement next year. These students will get a special priority in the School Choice Lottery (results will be released on April 2, 2021). Special priority preferences will be given to the school listed on your application.

For your 2021-2022 enrollment, complete the following steps:

1. Attend the Virtual School Choice Expo on **Saturday, January 30, 2021** to explore school choices for your child. You can join the expo by visiting www.newhavenmagnetschools.com
2. Attend individual school Open House to make sure the school is the right fit for your child.
3. Submit an application online by **March 5, 2021** at www.newhavenmagnetschool.com.
4. Wait for results on **April, 2, 2021**
5. Accept seat by **April 23, 2021**

Option 2:

Opt for in person learning now by applying to a Mini Lottery New Haven Public School.

*Any family who chooses this option will **NOT** be allowed to participate in the regular school choice lottery in March if they accept their new school placement. This will be the child's new school assignment for the following school year as well.

To participate in a Mini Lottery that will only include applicants from Quinnipiac and West Rock.

1. Explore school choice options by visiting www.newhavenmagnetschools.com
2. Submit a form application by **Friday January 15, 2020 by 4:00 PM**. These forms can be found on nhps.net starting **Friday, January 8, 2021**.
3. Results will be emailed by **Friday, January 21, 2021**
4. Accept or decline your seat by **Tuesday, January 26, 2021**
5. In person learning is scheduled to begin **Wednesday, February 17, 2021**

*If you decline placement you will default back to remote learning at your current school for the remainder of the year and will have to participate in the main lottery in March.

Due to COVID Restrictions, space is limited in each school and the Office of School Choice and Enrollment cannot guarantee that you will be granted one of your choices. In the event you do not get a school of choice and still would like to have your child be in person for the remainder of the school year, the child will be placed at the school closest to your home with an available seat to accommodate them.

Please complete this form with your selection for each of your children currently enrolled at West Rock by Monday, January 11, 2021.

<https://forms.gle/QhGiRAMpBuqVECup8>

Please contact your child's principal if you require further information.

Warm regards,

Keisha Redd-Hannans

Keisha Redd-Hannans
Assistant Superintendent for Instructional Leadership

Apreciadas familias:

Debido a las crecientes preocupaciones en torno a la salud y la seguridad de nuestros estudiantes, se tomó la difícil decisión de que la Escuela **West Rock STREAM Academy** no vuelvan a abrir las puertas de sus edificios escolares para el aprendizaje en persona. Me entristece esto ya que ambas escuelas son estrellas brillantes en nuestra comunidad escolar, pero hay muchas preocupaciones de salud y seguridad en medio de la pandemia de COVID-19 y no podemos arriesgarnos. Valoramos mucho la vida de nuestros educadores, estudiantes y familias.

Esto deja a los estudiantes y las familias de West Rock STREAM Academy sin un edificio escolar físico. Queremos apoyar a las familias y sus necesidades y les hemos brindado a los afectados dos opciones con respecto a la educación futura de sus hijos en este distrito. Las Escuelas Públicas de New Haven ofrecerán a los estudiantes y familias que deseen continuar aprendiendo en un entorno de aprendizaje remoto continuar haciéndolo durante el resto del año escolar con sus mismos maestros y compañeros. Para algunas familias será importante mantener un sentido de familiaridad ya que se han establecido muchas relaciones con los maestros, el personal y los compañeros. Para aquellas familias que deseen aprender en persona, organizaremos una lotería especial solo para estudiantes de West Rock y Quinnipiac. A continuación, presentamos los detalles de dos opciones para las familias con estudiantes en estas dos escuelas. Es importante que piense detenidamente en las necesidades de su familia al tomar esta decisión.

Opcion 1:

El estudiante permanecerá inscrito en su escuela actual para el aprendizaje remoto con su maestro actual durante el resto del año escolar.

* Todas las familias que eligen esta opción deben participar en la lotería de elección de escuela del distrito para la colocación el próximo año. Estos estudiantes obtendrán una prioridad especial en la lotería de elección de escuela (los resultados se publicarán el 2 de abril de 2021). Se otorgarán preferencias especiales a la escuela que figura en su solicitud.

Para su inscripción 2021-2022, complete los siguientes pasos:

1. Asista al Virtual School Choice Expo el sábado 30 de enero de 2021 para explorar las opciones escolares para su hijo. Puede unirse a la exposición visitando www.newhavenmagnetschools.com
2. Asista a los eventos de puertas abiertas de cada escuela para asegurarse de que la escuela sea la adecuada para su hijo.
3. Envíe una solicitud en línea antes del 5 de marzo de 2021 en www.newhavenmagnetschools.com
4. Espere resultados el 2 de abril de 2021
5. Debe aceptar el asiento antes del 23 de abril de 2021

Opcion 2:

Opte por el aprendizaje en persona a través de la Mini Lotería de las Escuelas Públicas de New Haven.

* Cualquier familia que elija esta opción **NO** podrá participar en la lotería de elección de escuela regular en marzo si acepta su nueva ubicación escolar. Esta también será la nueva escuela del niño para el siguiente año escolar.

Para participar en la Mini Lotería que solo incluirá solicitantes de Quinnipiac y West Rock.

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2. Los resultados se enviarán por correo electrónico antes del **viernes 21 de enero de 2021**
3. Acepte o rechace su asiento antes del **martes 26 de enero de 2021**
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* Si rechaza la colocación, el estudiante volverá al aprendizaje remoto en su escuela actual durante el resto del año y tendrá que participar en la lotería principal en marzo.

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Favor de completar el formulario con su selección para cada uno de sus hijos que actualmente están matriculados en la Escuela West Rock STREAM Academy antes del lunes 11v de enero de 2021.

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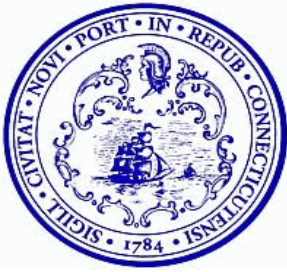
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Atentamente,

Keisha Redd-Hannans

Keisha Redd-Hannans

Assistant Superintendent for Instructional Leadership



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September 19, 2020

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Superintendent of Schools
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1. **Signage**
 - a. Provide **signage in both English and Spanish** throughout the building, especially in entrance and exits points:
 - i. No Mask/No Entry/PPE protocols
 - ii. Social distancing protocols
 - iii. Faculty/Staff/Students shall stay home if sick/experiencing COVID-19 symptoms
 - iv. Visitors shall not enter if they are experiencing COVID-19 symptoms
 - v. 211 Hotline for COVID-19 Violations
2. **Ventilation**
 - a. **NO HVAC SYSTEM**
 - b. **Eliminate** the use of box fans.
 - c. During school hours, **windows are to be kept open** to allow for fresh air flow.
 - d. **Repair** defective window screens.

- e. **Eliminate clutter** on top of radiators
- f. **Screens must be provided** on all windows that will be kept opened.

3. **Social Distancing**

- a. Provide distinctive **one way in and one way out signage** throughout the building.
- b. Provide distinctive **six-foot signs** throughout the building to ensure proper social distancing.
- c. A **dividing line** shall be painted in the hallways throughout the building to ensure one-way traffic flow.
- d. Groups **shall not congregate** in areas such as the bathrooms, hallways and common areas.
- e. Guard desks (if applicable) shall be **outfitted with Plexiglas shields** or other similar type of barrier.

4. **Intercom messages**

- a. Shall be broadcasted frequently or by class period in **English and Spanish** to remind faculty/staff/students of Covid-19 Sector Guidelines (i.e. social distancing, wearing face masks, etc.)

5. **Bathrooms**

- a. **Ensure bathrooms are cleaned frequently** (develop a written schedule). Chemicals used to clean the bathrooms should meet EPA's criteria for use against SARS-CoV-2 and that are appropriate for the surface.
- b. Train maintenance staff on **proper cleaning procedures** to ensure safe and correct application of disinfectants.
- c. Develop and utilize a **bathroom cleaning log showing that bathrooms are cleaned frequently, including the time of cleaning and the name of the employee who performed the cleaning.** These logs must always be maintained onsite and be made available upon request by the NHHD.
- d. Must **install handwashing signage** in bathrooms and ensure soap and paper towel supplies are maintained at adequate levels.
- e. **Capacity limits** shall be capped at 1 individual at a time.
- f. **Repair bathroom facilities** located in the temporary buildings.

6. **Employee daily health check log**

- a. Prior to arrival to school, all employees must **self-check themselves daily** for COVID -19 symptoms, following the Board of Education employee policy.
- b. **Logs must always be maintained** onsite and be made available upon request by the NHHD.
- c. Any employee who has a **temperature above 100°F and/or has symptoms of COVID-19** is not allowed to work and cannot return to work until they have no fever and no evidence of COVID-19 symptoms.

7. **Physical Space Setup**

- a. **Eliminate clutter** in and around the classrooms, hallways and offices to allow for cleaning and sanitizing.
- b. **Hand sanitizing stations** shall be provided in the entryways and common areas throughout the school.

- c. **Wall mounted hand sanitizing units that are non-operational must be made inaccessible.** Tables with hand-sanitizer shall be provided in its place.

8. **Isolation & Health Suite**

- a. **Cots shall be spaced at least 6' apart** to maintain social distancing.
- b. **Install door with window** in isolation room.

9. **Other Building Concerns**

- a. Playground shall remain **closed.**
- b. **Repair damaged floor tiles** in classroom (exterior temporary classroom #19).
- c. **Repair defective window screen** in classroom (exterior temporary classroom #19).
- d. **Repair defective window sill** (Stem 2 classroom).
- e. **Declutter entire classroom** (Stem 2 classroom).
- f. **Repair broken window** in classroom (Stem 2 classroom).
- g. **Eliminate cloth curtain** in classroom (Stem 2 classroom).
- h. **Power-wash** exterior vestibules and exterior temporary buildings.
- i. **Remove downed tree and branches** throughout the premises.
- j. **Eliminate unnecessary articles** behind the temporary buildings.
- k. **Provide extermination contract** for extensive rodent infestation.
- l. **Remediate rodent burrows** throughout.
- m. Facilities shall provide this office with a copy of the **maintenance checklist.**
- n. Chemicals used to clean the school **shall meet the EPA's criteria** for use against SARS-CoV-2 and that are appropriate for the surface.
- o. Train maintenance staff on **proper cleaning procedures** to ensure safe and correct application of disinfectants.

Thank you for your cooperation and compliance with these requirements. The health and safety of our faculty, staff and students is one of my top priorities.

As always, if you have any questions please do not hesitate to contact me.

Sincerely,

Maritza Bond, MPH
Director of Health
New Haven Health Department



New Haven Public Schools Promise Update

January 11, 2021

Core New Haven Promise Requirements:

- Be a New Haven city resident
- Attend a New Haven Public School or a city charter school
- Have a positive disciplinary record (no expulsions)
- Complete 40 hours of community service in high school (9-12)
- Have at least a 90 percent attendance record in high school (9-12)
- Obtain a cumulative grade point average (GPA) of 3.0 in high school (9-12)
- Maintain a minimum GPA of 2.0 while in college
- Maintain full-time enrollment in a Connecticut college



NHP's vision and mission relies on consistent input to create a college going culture in the city. Our logic model encompasses three pillars – To. Though. And Back. These pillars represent at minimum an 8-year trajectory as our Scholars prepare to become vibrant citizens of our community.

Inputs: staff, time, money, supplies, equipment, technologies, data system, accounting system, integrated marketing communication, venter relations, sponsor relations, research and development, fundraising...

Services/Activities:

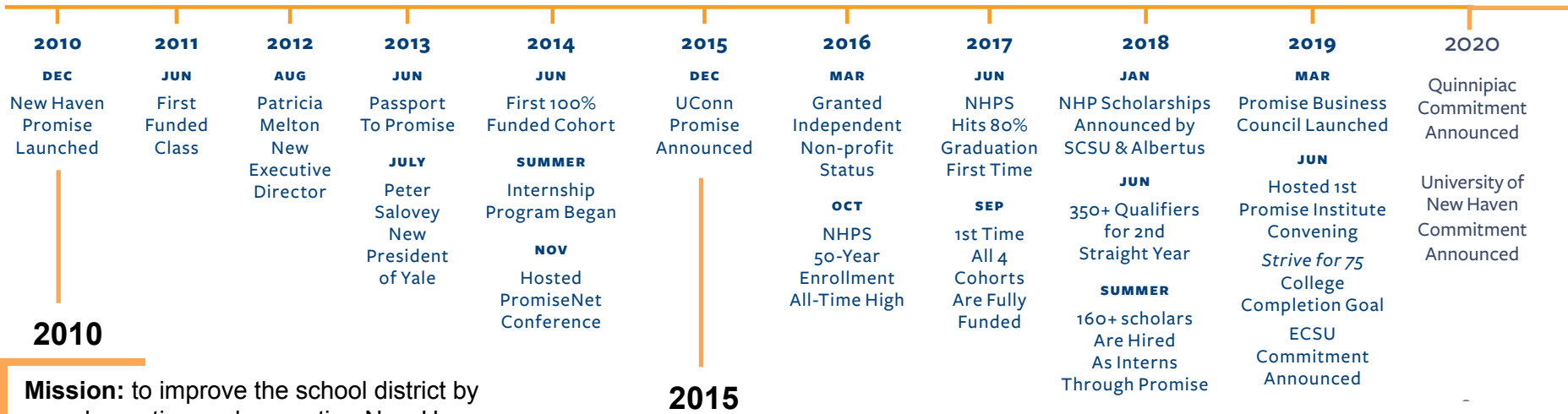
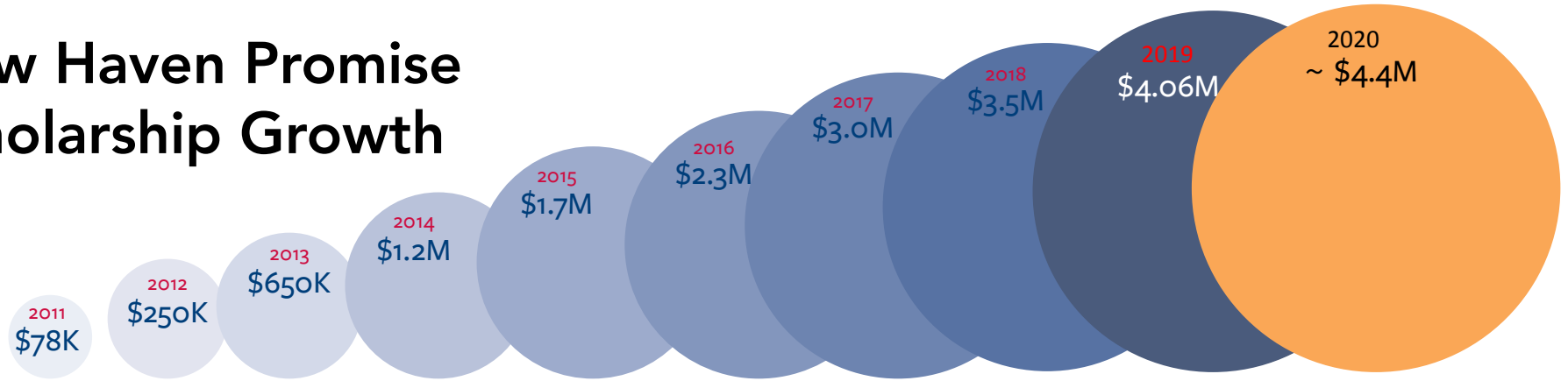
To: College Access	Through: College Success	Back: Career & Civic Launch
<ul style="list-style-type: none"> • K-12 Outreach in public city schools • Parent and community engagement • Pledge/application season • Fairs such as Junior College Fair • College affordability resource center • Financial literacy/Financial Estimator • Guidance counselor • Canvassing and advocacy • College-ready courses preparation • Summer academic activities/interns 	<ul style="list-style-type: none"> • Ambassador Leadership and training • Scholar Digital Community • College Relations and Partnerships • Internship Fair, placement and support • Partnership cultivation and maintenance • Mentor and coaches to support scholars • Career service/resume polishing • Business outreach and support • Relations with out-of-state scholars 	<ul style="list-style-type: none"> • Career and Job Fair for launch • Employer outreach • Business engagement • Full-time job placement • Alumni networking activities • Affordable housing for new graduates • Scholars in New Haven public schools • Civic and Volunteer engagement with NH • Financial literacy, debt management and wealth building

Outputs:

<ul style="list-style-type: none"> • College-going culture • Academic and financial readiness • Resources and knowledge to apply • Parent and family support 	<ul style="list-style-type: none"> • College graduation/academic success • Career experience & career readiness • A pioneer group of scholars who pays it forward and back 	<ul style="list-style-type: none"> • Career launch back in New Haven • Sustainable and independent lives • Citizens contributing to #GSCIA • Role models that inspire all
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Outcomes & Economic impact: fewer dropouts, close achievement and opportunity gaps, increase graduation rates, higher return rate, higher income and better lives, increased housing sales, auto sales, spending and tax revenue, improved economic indices, more educated workforce, stable urban residents, increase home ownership rate, decreased health care and public welfare, reduced youth incarceration, thriving community, city growth

New Haven Promise Scholarship Growth



2010

Mission: to improve the school district by complementing and promoting New Haven School Change in NHPS, and to support the economic development in New Haven by growing a competitive workforce and increase homeownership.

Goals: 1) Cultivate a college-going culture among NHPS students; 2) Build community and parental engagement; 3) Promote economic development in the City of New Haven

2015

Mission: to build a culture in the public schools in which students aspire to attend and graduate from college; to provide financial incentives and support for those students; and to facilitate their return to live, work and serve in the greater New Haven community.

Vision: New Haven is a community where all young people gain the education and experience required to function productively in a knowledge-based economy.

Goals: 1) Foster a college-going culture among New Haven public school students and motivate students to gain admission to college; 2) Broaden and deepen community support for the New Haven Promise program; 3) Motivate scholars to graduate from college within four years; 4) Facilitate scholars' return to live, work and participate fully in the greater New Haven community; 5) Manage the evolution of New Haven Promise into an independent, nonprofit organization with the human and financial resources required for sustainability; 6) Utilize proprietary technology/innovation to inform the community and advance Promise and the broader movement

Scholarship Disbursement Since Inception

11/16/2020

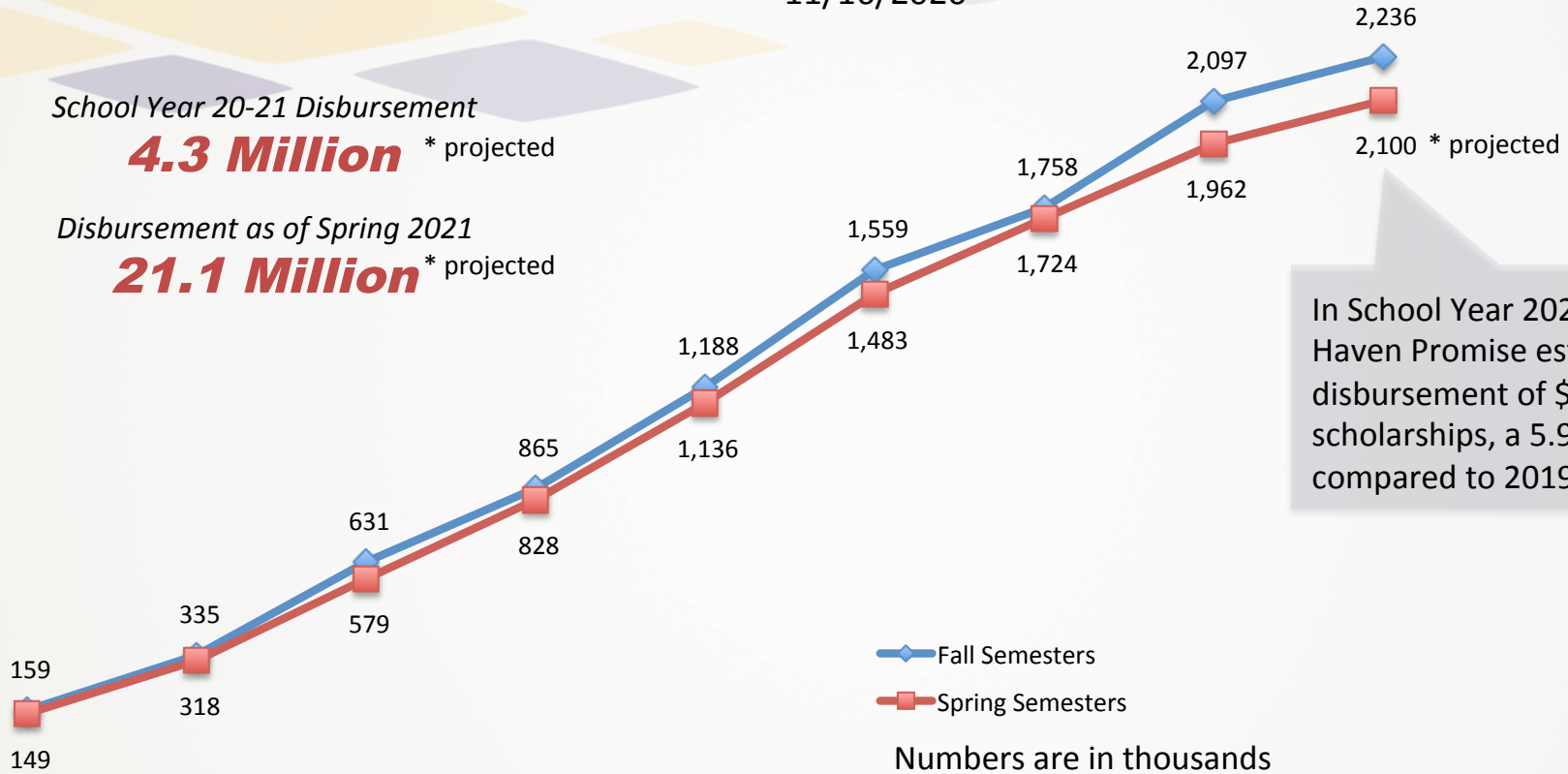
School Year 20-21 Disbursement

4.3 Million * projected

Disbursement as of Spring 2021

21.1 Million * projected

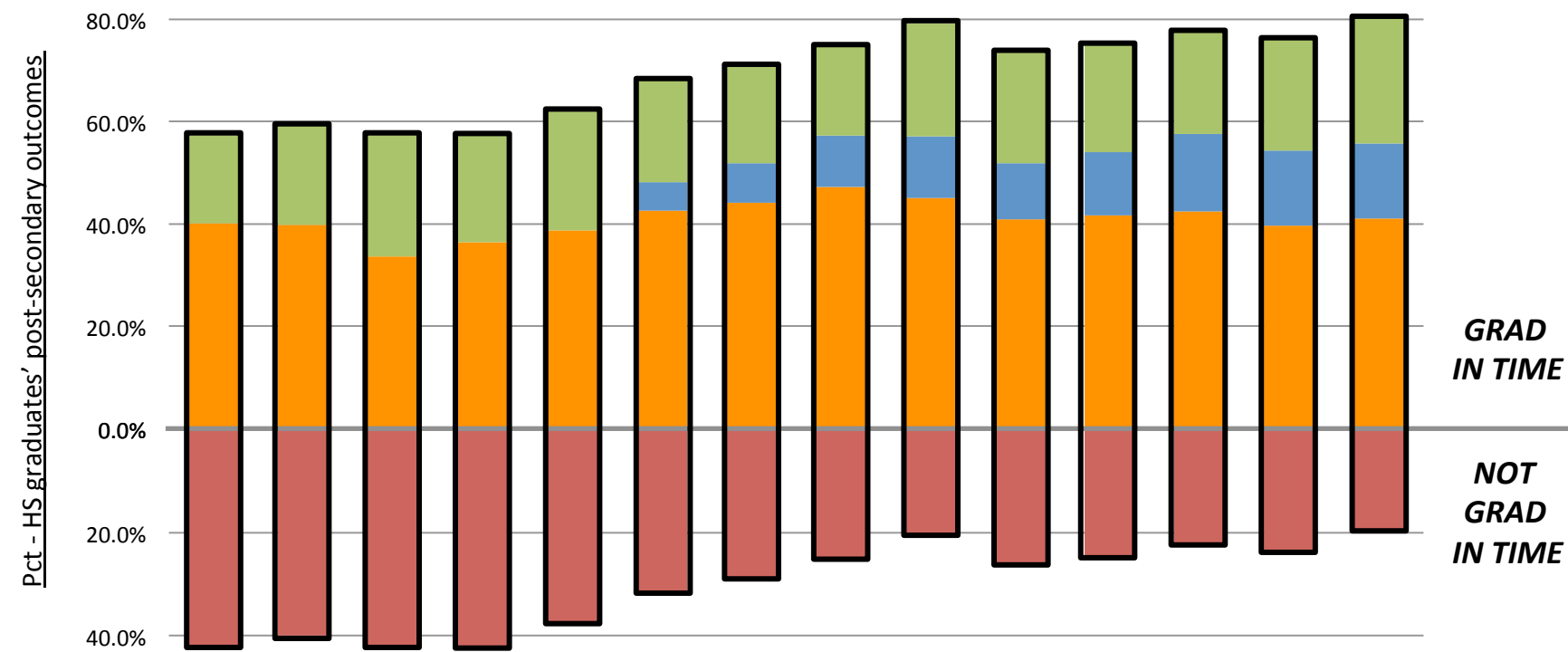
In School Year 2020-21, New Haven Promise estimates a disbursement of \$4.3 million in scholarships, a 5.9% increase compared to 2019-20.



2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
6.3%	5.1%	8.2%	4.3%	4.4%	4.9%	1.9%	6.4%	6% * Estimate

New Haven public schools

High School Cohort Outcomes



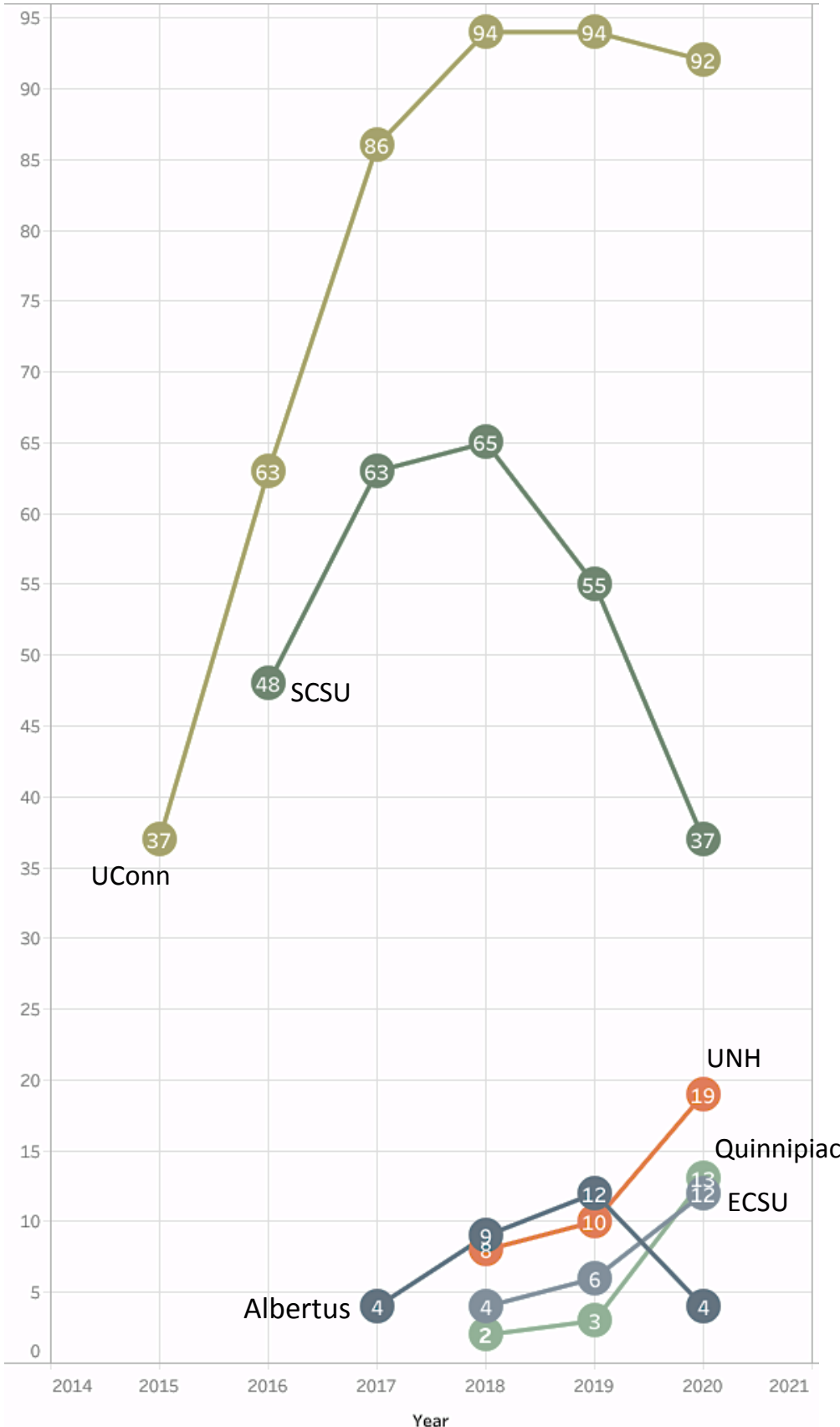
Cohort	2004	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Cohort Size	1500	1480	1554	1538	1627	1517	1403	1389	1385	1565	1528	1650	1656	1605

HS cohort by year and size

- Pct of students who didn't graduate from HS in their cohort
- Pct of students who didn't go to 4-year institution immediately after HS
- Pct of students who earned Promise and went to a CT 4-year institution immediately after HS
- Pct of non-Promise recipients going to a 4-year institution immediately after HS

Leveraged Scholarships Increase Attendance At Partner Colleges

Number of Scholars, First-Year Matriculation



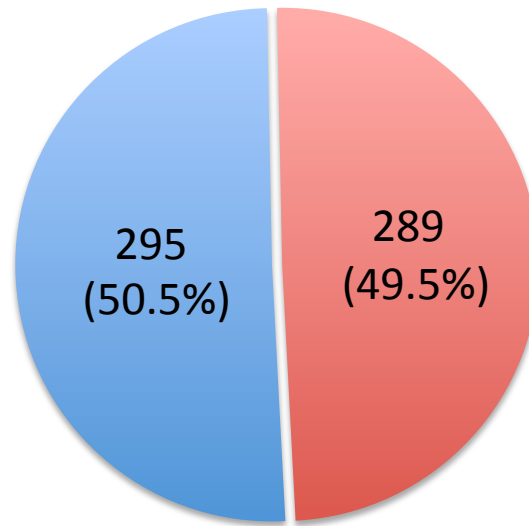
List of leveraged scholarships that are exclusive to Promise Scholars:

- December 2015, UConn announced \$5,000 institutional aid per year.
- SCSU offered 10 room scholarships for cohort 2018 and 2019, respectively.
- January 2018, Albertus announced institutional aid up to \$19,000 per year.
- June 2019, ECSU announced \$5,000 institutional aid per year.
- November 2019, Quinnipiac announced \$25,000 institutional aid per year.
- December 2019, University of New Haven announced \$25,000 institutional aid per year.

Graduating Class of 2020

Total Applicants: 584

■ Approved ■ Rejected



Total NHPS Senior Applications

<i>School</i>	<i>2021</i>		<i>2020</i>		<i>2019</i>		<i>2018</i>		<i>2017</i>	
	<i>Apps</i>	<i>Qual</i>	<i>Apps</i>	<i>Qual</i>	<i>Apps</i>	<i>Qual</i>	<i>Apps</i>	<i>Qual</i>	<i>Apps</i>	<i>Qual</i>
Career	41	—	45	27	58	35	63	25	52	25
Co-Op	52	—	69	39	63	42	88	63	76	50
Creed	—	—	—	—	—	—	20	7	13	5
Cross	144	—	168	80	206	110	133	87	153	117
ESUMS	26	—	28	14	17	13	26	15	27	11
Hillhouse	69	—	76	27	74	37	83	45	88	42
HSC	25	—	27	11	23	13	31	15	25	16
MBA	42	—	35	27	35	28	37	27	42	28
NH Academy	23	—	28	15	31	15	24	17	34	25
Riverside	0	—	1	0	2	0	2	0	5	3
Sound	23	—	33	22	25	17	39	24	28	14
<i>TOTAL</i>	<i>445*</i>	<i>—</i>	<i>510</i>	<i>262</i>	<i>534</i>	<i>310</i>	<i>546</i>	<i>325</i>	<i>543</i>	<i>336</i>
<i>Pct.</i>		<i>—</i>		<i>51.4%</i>		<i>58.1%</i>		<i>59.5%</i>		<i>61.9%</i>

*12.7% decrease
from 2020



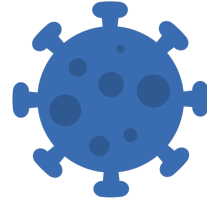
NEW HAVEN PUBLIC SCHOOLS

2020-2021 School Calendar

Calendario Escolar 2020-2021

COVID Impact

How New Haven Promise (NHP) transitioned to virtual services



Outreach/Communication:

- NHP attended several virtual meetings with counselors, provided a timeline to counselors and administrators for New Haven Promise and Passport to Promise, which was included in the district's virtual and physical calendar
- NHP collaborated with the key district staff to share resources and events that help seniors through the college, NHP and financial aid application process and remind students of upcoming deadlines
- We hosted information sessions for families, application day for seniors as well as performing an intensive calling campaign to high school seniors who pledged.
- NHP provided frequent progress reports to each high school during the application season.
- The class of 2020 used an application, CamScanner, to return scholarship forms and it was proven to be beneficial, safe and easy to use.

Involvement:

- NHP deepened our partnership with the district by providing several donations for the back-to-school rally, YFCE canvass and sponsoring the calendar.
- NHP shared free summer program opportunities with families and students through LEAP, Quinnipiac University, the Yale Center for British Art and other city organizations.
- NHP hosted virtual FAFSA workshops from October through December and a college essay-writing workshop with Quinnipiac University.

Community Service:

- NHP extended the community service deadline for the class of 2020.
- NHP hired a Community Service Fellow to support seniors with this requirement.
- NHP continued to create and identify qualifying, safe, in-person and virtual opportunities throughout the summer and into the 2020-21 school year.



Hey Patricia, we have an important message for you.

Your service to your community is needed more than ever by those impacted by COVID-19. Many virtual service opportunities focus on encouraging and supporting New Haveners most in need during the pandemic. You are working hard this year and we applaud your perseverance and grit.

New Haven Promise has compiled [a list of virtual community service opportunities that you can complete](#) and that will qualify towards earning the Promise scholarship.

Log your community service hours weekly as you do them on Promise's online [SERVO.CITY](#) portal. (Hours can be submitted on mobile or computer devices). [HERE](#) is a link to the guidelines for acceptable service hours. **Forty (40) hours are needed to become a New Haven Promise scholar.** [HERE](#) is a full list of community service opportunities to date.

Congratulations class of 2021!

Please reach out ASAP by email if you have issues or concerns. Good luck with the remainder of your senior year. **Patricia, YOU CAN DO IT!**

The New Haven Promise Team

New Haven Promise Sample Engagement Log

November 2020	Event Name	Organization
1-Nov	New Haven Promise Senior Application Day	Squash Haven
4-Nov	New Haven Promise Senior Application Day	New Haven Academy
7-Nov	Virtual FAFSA Workshop	New Haven Promise & Higher Heights
9-Nov	New Haven Promise Senior Application Day	Sound School
10-Nov	New Haven Promise Senior Application Day	High School in the Community
10-Nov	Virtual FAFSA Workshop	CT Students for a Dream & New Haven Promise
12-Nov	New Haven Promise Workshop	Common Ground High School
17-Nov	New Haven Promise Senior Application Day	Hillhouse High School
18-Nov	New Haven Promise Senior Application Day	ESUMS
18-Nov	Virtual FAFSA Workshop	New Haven Promise
19-Nov	New Haven Promise Senior Application Day 2	Hillhouse High School
24-Nov	New Haven Promise Senior Application Day	Metropolitan Business Academy
24-Nov	New Haven Promise Senior Application Day	Highville Charter School

Virtual FAFSA Workshops 2020 Summary

474 Registrants to date, representing 63 cities to date.

New Haven (131)

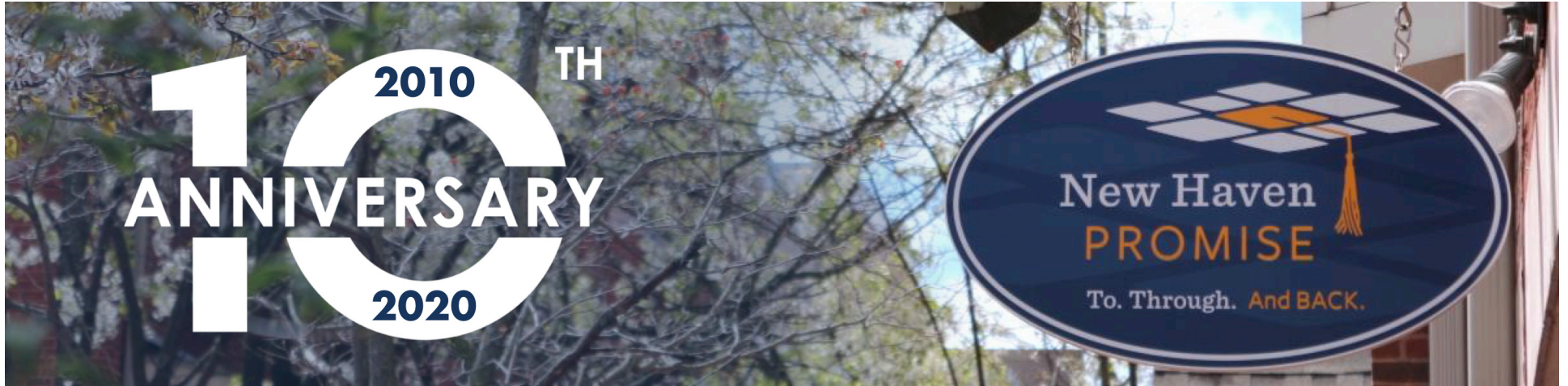
Ansonia (9)
Bantam (1)
Berlin (1)
Bethany (3)
Bethel (5)
Bloomfield (10)
Branford (1)
Bridgeport (5)
Bristol (15)
Brooklyn (1)
Burlington (1)
Canton (3)
Cheshire (5)
Clinton (2)
Columbia (1)
Cromwell (2)
Danbury (11)
East Hartford (1)
East Haven (3)
Enfield (1)

Hartford (64)

Glastonbury (1)
Greenwich (11)
Griswold (1)
Groton (3)
Guilford (9)
Hamden (9)
Hampton (1)
Kensington (1)
Litchfield (1)
Manchester (7)
Marlborough (1)
Meriden (2)
Milford (6)
Mystic (3)
Naugatuck (4)
New Britain (4)
New London (1)
North Branford (1)
North Franklin (1)
North Haven (2)

Waterbury (39)

Norwalk (13)
Norwich (1)
Old Greenwich (1)
Orange (1)
Ridgefield (1)
Riverside (4)
Seymour (1)
Shelton (2)
Somers (3)
South Windsor (7)
Stafford Springs (1)
Stamford (1)
Tolland (1)
Trumbull (16)
Wallingford (1)
West Hartford (5)
West Haven (17)
Westport (8)
Willimantic (2)
Woodbridge (4)



QUESTIONS?



MONTHLY FINANCIAL REPORT
through November 30, 2020 (FY 2020-21)

December 29, 2020



November Fiscal Results

- Total expenditures through 11/30/20 are \$64.0 million.
- General Fund expenditures incurred through 11/30/20 are \$46.8 million or 24.8% of the adopted budget.
- Grant expenditures incurred through 11/30/20 are \$17.2 million or 24.2% of the expected grant revenue.

Fiscal Year 2020-2021

Expenditures (Unaudited) as of October 31, 2020

Fiscal Year 2020-2021
Education Operating Fund (General Fund)
Monthly Financial Report (Unaudited) as of November 30, 2020

	FY2021 Adopted Budget (A)	YTD Actuals (B)	YTD %	Encumbrances (C)	Available (A+B+C)
Salaries					
Teacher Full-Time	\$74,343,383	(\$23,961,829)	32.23%	\$0	\$50,381,554
Admin & Management Full-Time	15,735,850	(7,049,706)	44.80%	0	8,686,144
Paraprofessionals	3,444,881	(1,334,382)	38.74%	0	2,110,499
Support Staff Full-Time	12,744,318	(4,169,678)	32.72%	0	8,574,640
Part Time & Seasonal	3,572,683	(280,506)	7.83%	(145,326)	3,146,851
Substitutes	1,550,000	(187,688)	12.11%	0	1,362,312
Overtime, Benefits, Other	3,733,500	(1,072,012)	28.71%	(23,262)	2,638,226
Total Salaries and Benefits	\$115,124,615	(\$38,055,800)	33.06%	(\$168,588)	\$76,900,227
Supplies and Services					
Instructional Supplies	\$3,361,774	(\$956,387)	28.45%	(\$1,322,005)	\$1,083,383
Tuition	20,302,634	(1,626,433)	8.01%	(21,903,704)	(3,227,503)
Utilities	10,567,200	(1,750,422)	16.56%	(8,475,383)	341,395
Transportation	22,792,625	(126,784)	0.56%	(23,675,889)	(1,010,049)
Maintenance, Property, Custodial	2,337,093	(461,033)	19.73%	(1,578,429)	297,631
Other Contractual Services	14,732,756	(3,858,607)	26.19%	(9,532,263)	1,341,886
Total Supplies and Services	\$74,094,082	(\$8,779,666)	11.85%	(\$66,487,673)	(\$1,173,257)
General Fund Totals	\$189,218,697	(\$46,835,467)	24.75%	(\$66,656,261)	\$75,726,970

Special Funds	Budget*	YTD Actuals	Encumbered	Available
Full Time Salaries	28,476,722	9,212,699	24,926	19,239,097
Employee Benefits	8,412,808	1,989,582	0	6,423,226
Part Time Personnel	5,361,172	1,552,392	0	3,808,780
Travel/Mileage	151,027	8,204	255	142,568
Equipment/Technology	6,711,379	884,462	4,568,713	1,258,204
Materials/Supplies	2,828,857	536,184	414,458	1,878,215
Purchased Property Services	891,471	162,500	227,500	501,471
Other Professional/Technical	9,130,303	347,286	4,951,180	3,831,837
Transportation/Field Trips	481,747	-67	280	481,534
Other Purchased Services	7,331,039	2,100,018	4,824,691	406,330
Parent Activities	66,641	0	0	66,641
Fixed Costs	1,281,243	393,473	0	887,770
Fees/Misc Expenses	0	0	0	0
Grand Total	71,124,409	17,186,733	15,012,003	38,925,673

*Carryover plus funds received



General Fund Details

Fiscal Year 2020-2021
Education Operating Fund (General Fund)
Monthly Financial Report (Unaudited) as of November 30, 2020

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Paraprofessionals	3,444,881	(1,334,382)	38.74%	0	2,110,499
Support Staff Full-Time	12,744,318	(4,169,678)	32.72%	0	8,574,640
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General Fund Totals	\$189,218,697	(\$46,835,467)	24.75%	(\$66,656,261)	\$75,726,970

Notes:

- Transportation and tuition expenditures do not reflect funds received from grants (Special Ed Excess Cost, Magnet School Transportation) or other revenues (tuition received from other districts sending students to New Haven). These would lower the gross expenditures.
- Three bi-weekly payrolls in the month of November; typical is two. Can't annualize month of November salary data.
- Next full-year projection in late January, after December results are analyzed.



Fiscal Year 2020-2021
 Education Operating Fund (General Fund)
 Monthly Financial Report (Unaudited) - November 30, 2020

YTD by Period	Account Description	Original Budget	YTD Actual	MTD Actual	Encumb.	Available Budget	% Used
Teachers Full-Time	Teachers	\$74,343,383	\$23,961,829	\$5,259,479	\$0	\$50,381,554	32.23
Admin & Management Full-Time	Salaries	1,267,622	476,915	84,597	0	790,707	37.62
	Directors Salaries	1,182,653	475,549	88,324	0	707,104	40.21
	Supervisor	2,403,685	1,005,973	200,405	0	1,397,712	41.85
	Department Heads/Principals/Aps	8,958,594	4,575,164	994,667	0	4,383,430	51.07
	Management	1,923,296	516,106	131,362	0	1,407,190	26.83
	Sub-Total	\$15,735,850	\$7,049,706	\$1,499,354	\$0	\$8,686,144	44.80
Paraprofessionals	ParaProfessionals	3,444,881	1,334,382	377,060	0	2,110,499	38.74
Support Staff Full-Time	Wages Temporary	485,951	190,170	54,301	-	295,781	39.13
	Custodians	5,696,207	1,765,326	340,438	0	3,930,881	30.99
	Building Repairs	872,079	339,104	66,162	0	532,975	38.88
	Clerical	2,946,648	1,006,825	237,825	0	1,939,824	34.17
	Security	2,635,464	826,014	192,596	0	1,809,450	31.34
	Truck Drivers	107,969	42,239	8,202	0	65,730	39.12
	Sub-Total	\$12,744,318	\$4,169,678	\$899,523	\$0	\$8,574,640	32.72
Part Time & Seasonal	Coaches	650,000	(1,500)	0	0	651,500	(0.23)
	Other Personnel	125,000	10,269	(3,358)	145,326	(30,595)	0.00
	Part-Time Payroll	2,208,763	213,005	84,777	0	1,995,759	9.64
	Seasonal	488,920	56,135	0	0	432,785	11.48
	Teachers Stipend	100,000	2,597	0	0	97,403	2.60
	Sub-Total	\$3,572,683	\$280,506	\$81,419	\$145,326	\$3,146,851	11.92
Substitutes	Substitutes	\$ 1,550,000	\$ 187,688	\$ 85,135	\$ -	\$ 1,362,312	\$ 12
Overtime, Benefits, Other	Overtime	605,000	265,133	80,065	0	339,867	43.82
	Longevity	275,000	383	0	0	274,617	0.14
	Custodial Overtime	625,500	554,598	132,071	0	70,902	88.66
	Retirement	1,700,000	251,429	128,196	21,224	1,427,347	16.04
	Employment Comp	495,000	7	0	0	494,993	0.00
	Professional Meetings*	33,000	462	75	2,038	30,500	7.58
	Sub-Total	\$3,733,500	\$1,072,012	\$340,407	\$23,262	\$2,638,226	29.34
	Salaries Sub-Total	\$115,124,615	\$38,055,800	\$8,542,377	\$168,588	\$76,900,227	33.20

Fiscal Year 2020-2021
Education Operating Fund (General Fund)
Monthly Financial Report (Unaudited) - November 30, 2020

YTD by Period	Account Description	Original Budget	YTD Actual	MTD Actual	Encumb.	Available Budget	% Used
Instructional Supplies	Equipment	269,062	18,299	13,416	92,291	158,473	41.10
	Computer Equipment	86,085	12,738	7,003	5,233	68,114	20.88
	Furniture	64,773	540	0	3,752	60,481	6.63
	Testing Materials	62,600	2,975	0	0	59,625	4.75
	Education Supplies Inventory	522,269	169,690	52,553	148,881	203,698	61.00
	General/Office Supplies	1,200,914	332,204	79,623	703,454	165,257	86.24
	Textbooks	449,970	148,782	43,975	125,057	176,131	60.86
	Library Books	160,000	0	0	98,031	61,969	61.27
	Periodicals	2,000	0	0	0	2,000	0.00
	Registrations, Dues & Subscrip.	116,500	89,917	17,300	50,043	(23,460)	120.14
	Student Activities	140,399	58,062	0	1,555	80,782	42.46
	Graduation	25,309	0	0	12,000	13,309	47.41
	Emergency Medical	203,000	115,000	57,500	67,797	20,203	90.05
Printing & Binding	31,000	0	0	0	31,000	0.00	
	Sub-Total	\$3,361,774	\$956,387	\$275,906	\$1,322,005	\$1,083,383	67.77
Tuition	Tuition	20,302,634	1,626,433	1,228,148	21,903,704	(3,227,503)	115.90
Utilities	Natural Gas	1,796,500	85,119	0	1,711,381	0	100.00
	Electricity	7,609,500	1,235,816	24,383	6,137,784	235,900	96.90
	Heating Fuels	10,000	0	0	0	10,000	0.00
	Water	234,760	99,126	0	250,874	(115,240)	149.09
	Telephone	646,000	186,457	17,260	220,490	239,053	62.99
	Telecommunications/Internet	60,000	489	0	8,311	51,200	14.67
	Sewer Usage	175,440	128,457	89	146,543	(99,560)	156.75
	Gas & Oil	35,000	14,957	0	0	20,043	42.74
	Sub-Total	\$10,567,200	\$1,750,422	\$41,733	\$8,475,383	\$341,395	96.77



Fiscal Year 2020-2021
 Education Operating Fund (General Fund)
 Monthly Financial Report (Unaudited) - November 30, 2020

YTD by Period	Account Description	Original Budget	YTD Actual	MTD Actual	Encumb.	Available Budget	% Used	
Transportation	Milage	617,400	77,972	13,542	363,548	175,879	71.51	
	Business Travel	4,500	0	0	0	4,500	0.00	
	Transportation	11,953,973	10,320	0	14,297,166	(2,353,514)	119.69	
	Special Education Transportation	4,248,895	18,354	0	4,167,997	62,545	98.53	
	Transportation Technical Schools	442,480	0	0	395,892	46,588	89.47	
	Transit Bus Passes	227,375	0	0	0	227,375	0.00	
	Field Trips	147,885	0	0	14,364	133,521	9.71	
	InterDistrict Transportation	1,339,000	0	0	1,097,464	241,536	81.96	
	Outplacement Transportation	3,605,000	20,138	27,031	3,125,258	459,604	87.25	
	Field Trips (Non-Public)	206,117	0	0	214,200	(8,083)	103.92	
	Sub-Total	\$22,792,625	\$126,784	\$40,573	\$23,675,889	(\$1,010,049)	104.43	
Maintenance, Property, Custodial	School Security	20,000	14,388	0	0	5,612	71.94	
	Building & Grounds Maint. Supp.	100,000	32,683	3,045	18,175	49,143	50.86	
	Custodial Supplies	488,000	108,836	3,002	341,164	38,000	92.21	
	Light Bulbs	30,000	813	0	1,264	27,923	6.92	
	Uniforms	22,703	0	0	0	22,703	0.00	
	Moving Expenses	50,000	14,768	6,747	60,232	(25,000)	150.00	
	Cleaning	26,000	6,000	0	0	20,000	23.08	
	Repairs & Maintenance	92,390	34,128	0	6,497	51,766	43.97	
	Building Maintenance	575,000	170,556	14,935	399,658	4,786	99.17	
	Rental	120,000	(48,118)	9,754	74,081	94,037	21.64	
	Rental of Equipment	8,000	307	307	9,693	(2,000)	125.00	
	Maintenance Agreement Services	725,000	123,532	18,845	667,666	(66,198)	109.13	
	Vehicle Repairs	80,000	3,140	2,037	0	76,860	3.92	
	Sub-Total	\$2,337,093	\$461,033	\$58,673	\$1,578,429	\$297,631	87.26	
Other Contractual Services	Other Contractual Services *	4,873,858	952,475	208,246	2,943,140	978,243	79.93	
	* Special Education	992,340	3,500	0	867,493	121,347	87.77	
	*Facilities	6,820,558	2,542,796	0	4,599,327	(321,564)	104.71	
	*IT	1,020,000	233,478	0	736,328	50,195	95.08	
	Legal Services	400,000	26,585	26,585	316,416	57,000	85.75	
	Other Purchased Services	18,500	3,650	113	14,738	113	99.39	
	Postage & Freight	157,500	96,124	231	54,823	6,553	95.84	
	Claims	450,000	0	0	0	450,000	0.00	
		Sub-Total	\$14,732,756	\$3,858,607	\$235,174	\$9,532,263	\$1,341,886	90.89
		Supplies & Services Sub-Total	\$74,094,082	\$8,779,666	\$1,880,206	\$66,487,673	(\$1,173,257)	101.58
	Combined Total	\$189,218,697	\$46,835,467	\$10,422,583	\$66,656,261	\$75,726,970	59.98	

* Breakout of Other Contractual Services by Department



Special Funds (Grant) Details

FY2020-2021

Grant Sources (Revenues)

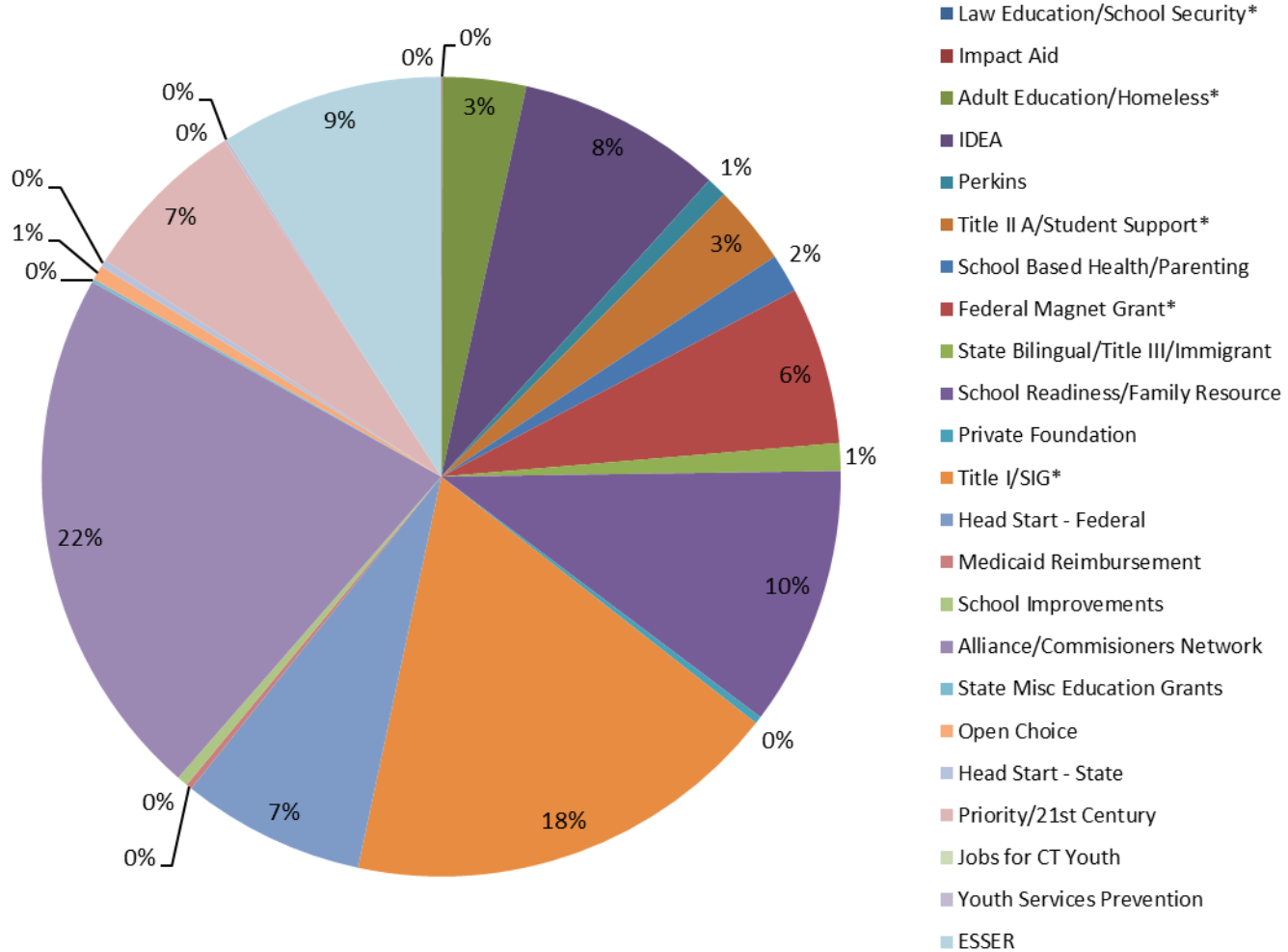
Common Titles	FY 2019/20 Funding	Carryover Funding	Received	Pending Approvals	Total	Total	YOY \$ Change in New Funds	YOY % Change
			FY 2020/21 Funding		Anticipated New Funding	Available Funds for 2020-21		
Law Education/School Security*	\$1,117,660	\$0	\$0		\$0	\$0	(\$1,117,660)	-100.0%
Impact Aid	\$55,778	\$0	\$0	\$48,000	\$48,000	\$48,000	(\$7,778)	-13.9%
Adult Education/Homeless*	\$3,062,754	\$0	\$2,936,457		\$2,936,457	\$2,936,457	(\$126,297)	-4.1%
IDEA*	\$7,492,744	\$652,088	\$6,561,623		\$6,561,623	\$7,213,711	(\$931,121)	-12.4%
Perkins*	\$489,882	\$210,654	\$0	\$501,238	\$501,238	\$711,892	\$11,356	2.3%
Title II A/Student Support*	\$2,296,085	\$1,064,068	\$0	\$1,723,613	\$1,723,613	\$2,787,681	(\$572,472)	-24.9%
School Based Health/Parenting	\$1,506,622	\$0	\$1,364,406		\$1,364,406	\$1,364,406	(\$142,216)	-9.4%
Federal Magnet Grant*	\$8,715,525	\$2,998,084	\$2,546,797	\$0	\$2,546,797	\$5,544,881	(\$6,168,728)	-70.8%
State Bilingual/Title III/Immigrar	\$1,001,111	\$287,905	\$201,850	\$483,066	\$684,916	\$972,821	(\$316,195)	-31.6%
School Readiness/Family Resour	\$9,350,141	\$49,346	\$8,685,811	\$406,120	\$9,091,931	\$9,141,277	(\$258,210)	-2.8%
Private Foundation	\$830,779	\$39,205	\$221,529		\$221,529	\$260,734	(\$609,250)	-73.3%
Title I/SIG*	\$14,284,218	\$3,416,517	\$0	\$12,066,930	\$12,066,930	\$15,483,447	(\$2,217,288)	-15.5%
Head Start - Federal*	\$6,192,036	\$0	\$6,464,922		\$6,464,922	\$6,464,922	\$272,886	4.4%
Medicaid Reimbursement	\$339,503	\$0	\$202,599		\$202,599	\$202,599	(\$136,904)	-40.3%
School Improvements	\$1,314,407	\$0	\$385,122		\$385,122	\$385,122	(\$929,285)	-70.7%
Alliance/Commisioners Network	\$17,043,041	\$0	\$18,860,436	\$0	\$18,860,436	\$18,860,436	\$1,817,395	10.7%
State Misc Education Grants	\$16,009	\$0	\$0	\$118,585	\$118,585	\$118,585	\$102,576	100.0%
Open Choice	\$529,992	\$0	\$0	\$514,350	\$514,350	\$514,350	(\$15,642)	-3.0%
Head Start - State	\$248,792	\$0	\$126,006	\$122,708	\$248,714	\$248,714	(\$78)	0.0%
Priority/21st Century	\$5,561,485	\$227,072	\$5,664,965		\$5,664,965	\$5,892,037	\$103,480	1.9%
Jobs for CT Youth	\$6,385	\$0	\$6,385		\$6,385	\$6,385	\$0	0.0%
Youth Services Prevention	\$90,000	\$0	\$90,000		\$90,000	\$90,000	\$0	100.0%
ESSER*	\$8,506,997	\$7,860,562	\$0		\$0	\$7,860,562	(\$8,506,997)	100.0%
	\$90,051,946	\$16,805,501	\$54,318,908	\$15,984,610	\$70,303,518	\$87,109,019	(\$19,748,428)	-21.9%

*As a result of Covid 19 many grants were awarded an extension to spend funds in fiscal year 2020-21.

Notes:

- New columns to display carryover funds from prior fiscal year and total available funds (carryover plus new funding).
- \$19 million drop in new funds largely due to ESSER and quarterly installments of Federal magnet funds.
- Coronavirus Relief Fund, not shown, adds \$2.3 million in new funds.

2020-21 FUNDED GRANTS AS OF NOVEMBER, 2020





Fiscal Year 2020-21 Grant Funds (Special Funds) Expenditures

	Budget*	YTD Actuals	Encumbered	Available
Full Time Salaries	28,476,722	9,212,699	24,926	19,239,097
Employee Benefits	8,412,808	1,989,582	0	6,423,226
Part Time Personnel	5,361,172	1,552,392	0	3,808,780
Travel/Mileage	151,027	8,204	255	142,568
Equipment/Technology	6,711,379	884,462	4,568,713	1,258,204
Materials/Supplies	2,828,857	536,184	414,458	1,878,215
Purchased Property Services	891,471	162,500	227,500	501,471
Other Professional/Technical	9,130,303	347,286	4,951,180	3,831,837
Transportation/Field Trips	481,747	-67	280	481,534
Other Purchased Services	7,331,039	2,100,018	4,824,691	406,330
Parent Activities	66,641	0	0	66,641
Fixed Costs	1,281,243	393,473	0	887,770
Fees/Misc Expenses	0	0	0	0
Grand Total	71,124,409	17,186,733	15,012,003	38,925,673

**Carryover plus funds received*



2020-21 GRANT FUNDED EXPENDITURES BY CATEGORY

