



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION MEETING

Monday, March 22, 2023

ACTION ITEMS

A. INFORMATION ONLY:

1. Agreement with Make Haven, Inc., to provide an after-school parent engagement sewing program at Fair Haven School, from April 11, 2023 to June 30, 2023, in an amount not to exceed \$6,476.00.
Funding Source: Family Resource Center Program **Acct. #** 2523-6344-56697-0016
2. Agreement with Make Haven, Inc., to provide an after-school parent engagement sewing program at Hill Central, Brennan Rogers and Wexler Grant Family Resource Centers, from April 11, 2023 to June 30, 2023, in an amount not to exceed \$6,595.00.
Funding Source: Family Resource Center Program **Acct. #** 2552-6363-56697-0007



2023-24 Proposed General Fund Budget Presentation

March 13, 2023

STRATEGIC PLAN : SY 2020-2024



NEW HAVEN PUBLIC SCHOOLS

Core Values

We believe...

1 Equitable opportunities create the foundation necessary for every child to succeed

2 A culture of continuous improvement will ensure that all staff are learners and reflective practitioners

3 High expectations and standards are necessary to prepare students for college and career

4 Collaboration and partnerships with families and the New Haven community will enhance learning and achievement



Mission

To provide all students in New Haven Public Schools with personalized, authentic, and engaging learning experiences through creativity, exploration, innovation, critical thinking, problem-solving, and high quality instruction. To foster a culture of continuous improvement through collaborative partnerships with staff, families, and the New Haven community. To support students' growth and development by utilizing the Whole Child Framework.

Vision

Our vision is to be a premier urban school district that ensures access to equitable opportunities and successful outcomes for all students as they prepare for college, career, and life.

Priority Areas for 2020-2024

- 1 Academic Learning**
- 3 Youth & Family Engagement**
- 5 Operational Efficiencies**

- 2 Culture & Climate**
- 4 Talented Educators**

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What Are the Objectives of this Budget?

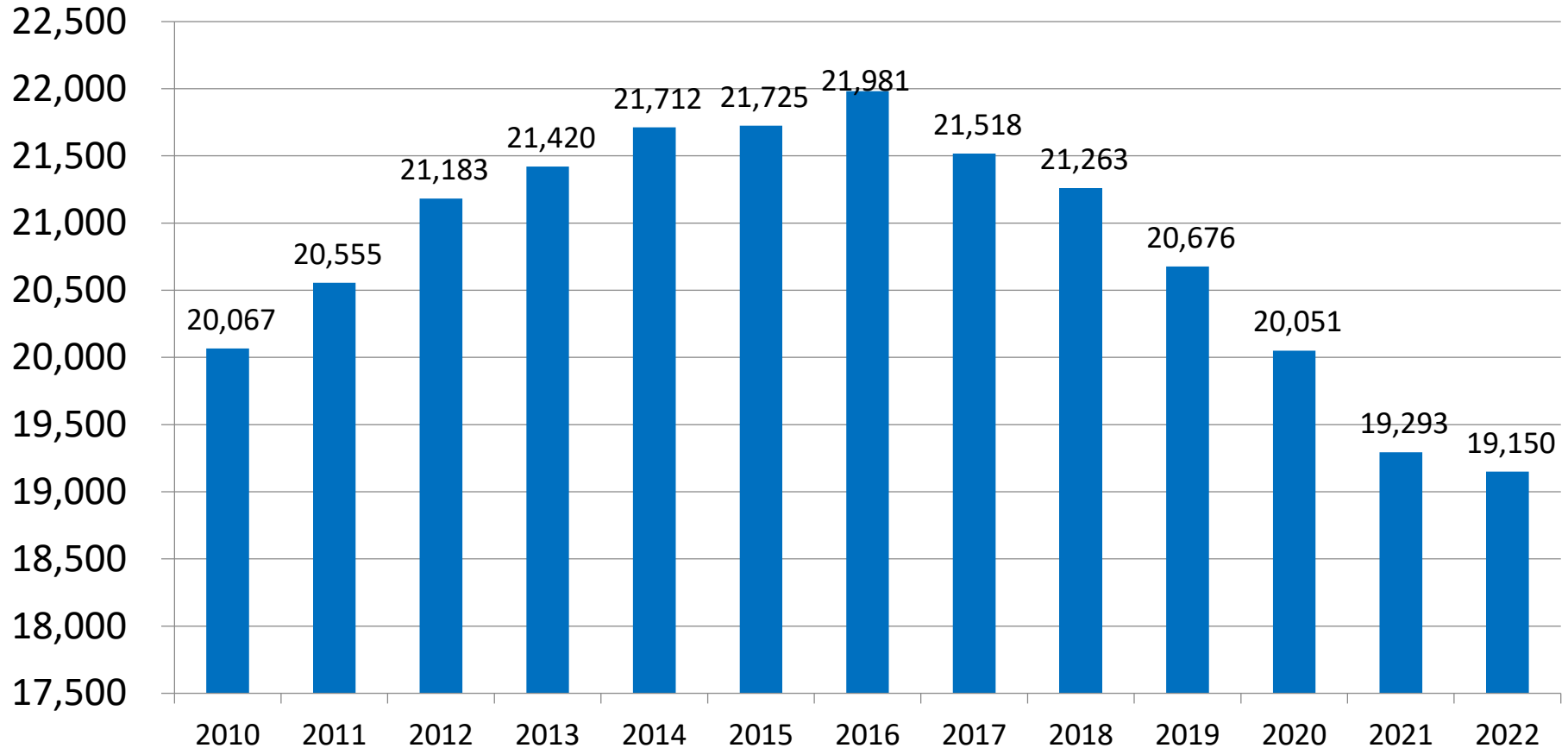
From the NHPS Strategic Plan, Priority Area 5.1, Equitable Resourcing: Create and implement a transparent budget process that is equitable and site based to support the instructional core and premised on a balanced budget.

- Allocate resource in a manner that promotes equity between magnet and neighborhood schools
- Present a budget that reflects the true cost of running the New Haven Public Schools
- Direct resources to the classroom learning environment
- Share budget process with the Community which offers a greater level of transparency

Key Trends: Historical Enrollment



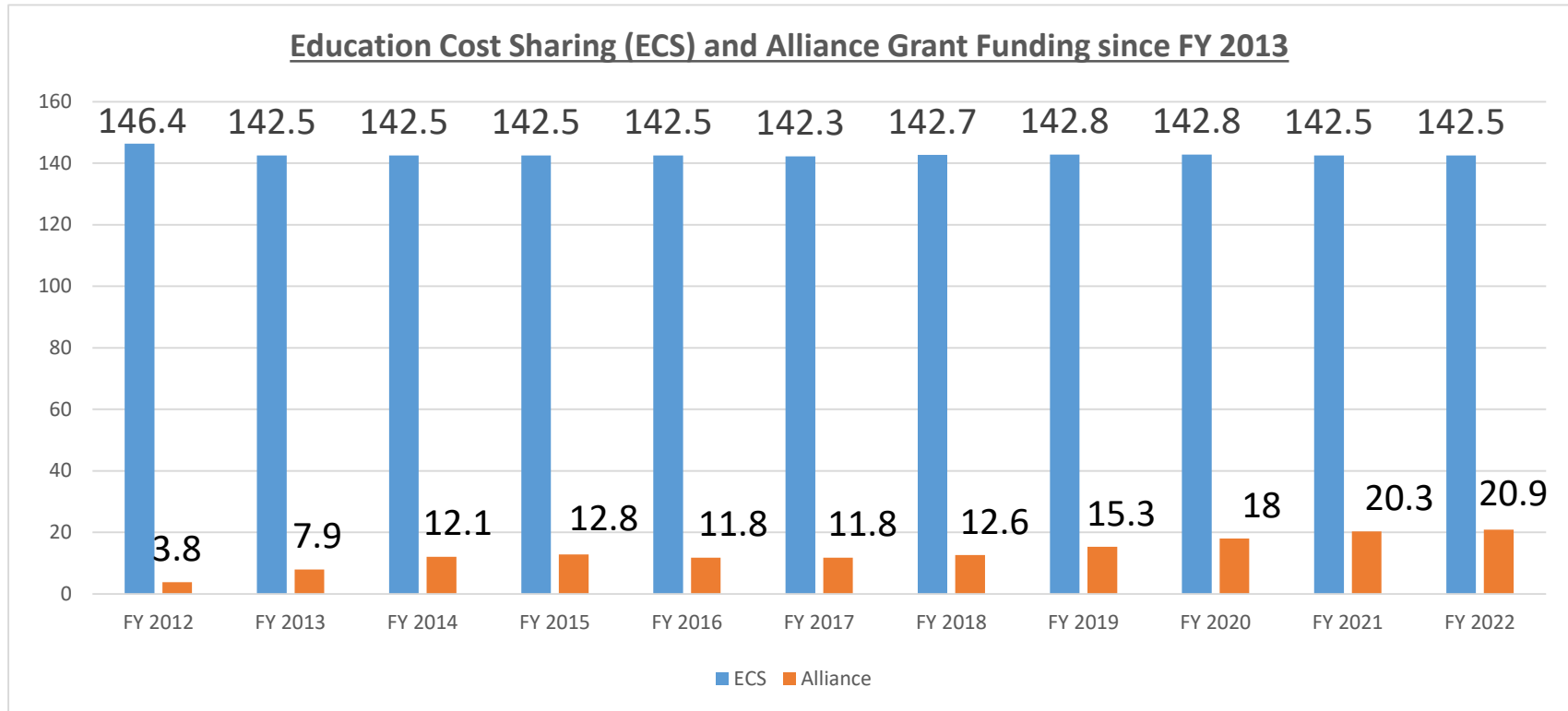
NEW HAVEN PUBLIC SCHOOLS



Key Trends: New Haven ECS and Alliance Funds



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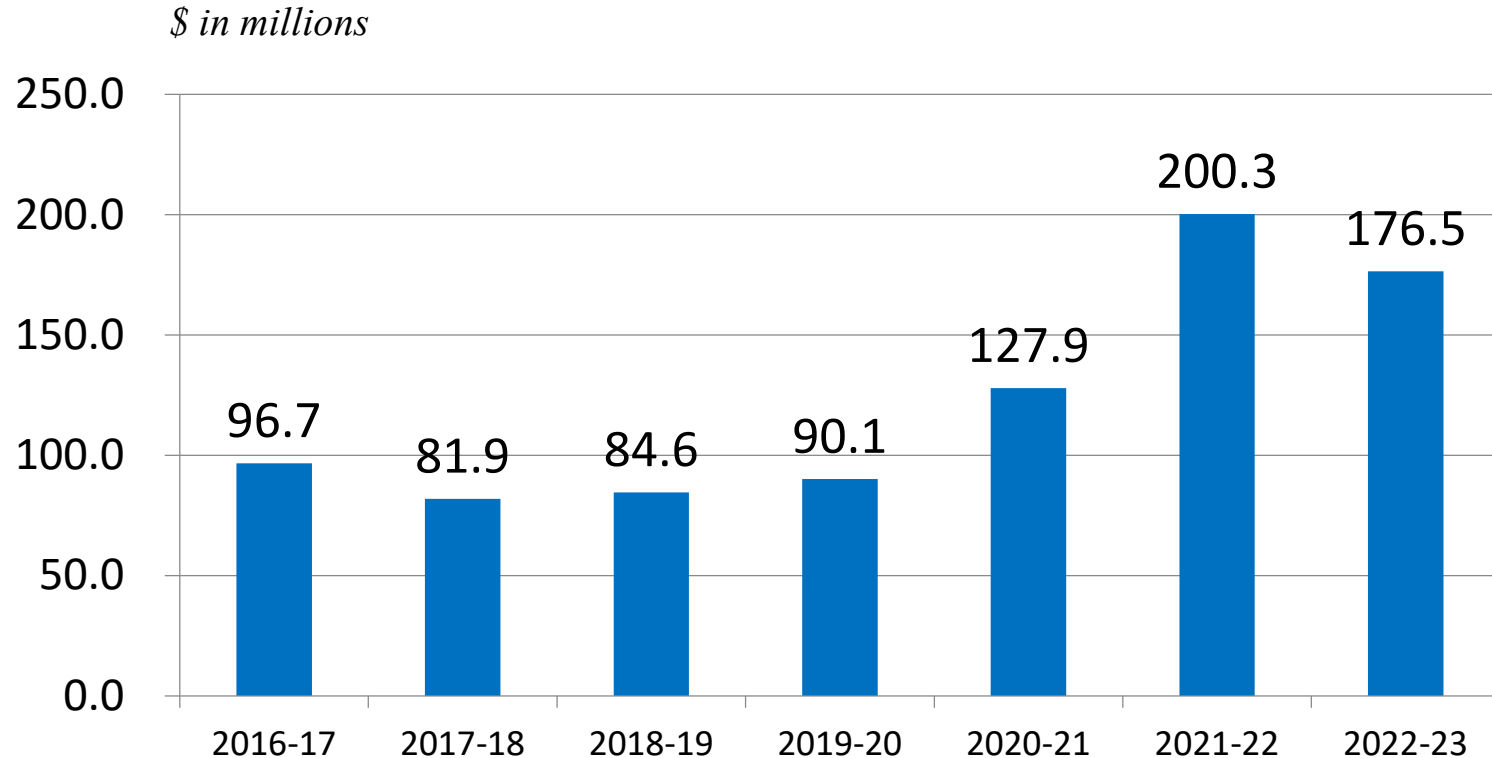


- By state statute, since New Haven is an Alliance District, any future change in ECS allocation must be made through the Alliance Grant.

Key Trends: Change in Grant Funds



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ESSER and ARP ESSER are multi year grants. The balance will continue to decrease over time as the funds are spent due to be fully expended in September 2024.

- 41 Schools
- 19,150 Students
 - 30 Pre-K – 8
 - 9 High Schools
 - 1 Alternative High School
 - 1 Adult Education Center



Our Students (As of October Enrollment)



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Current Student Enrollment	19,150
Hispanic/Latino of any race	48%
Black/African American	34%
White	10%
Asian	3%
Two or More Races	3%
English Learners (83% Spanish Speaking)	21%
Special Education	16%
Free/Reduced Meals - Community Eligibilit	75%
New Haven Residents	87%
Non-Residents	13%

72 Languages

68% English

26% Spanish

1.9% Pashto

1.0% Arabic

0.3% Mandarin

0.2% Turkish

2.6% of students speak

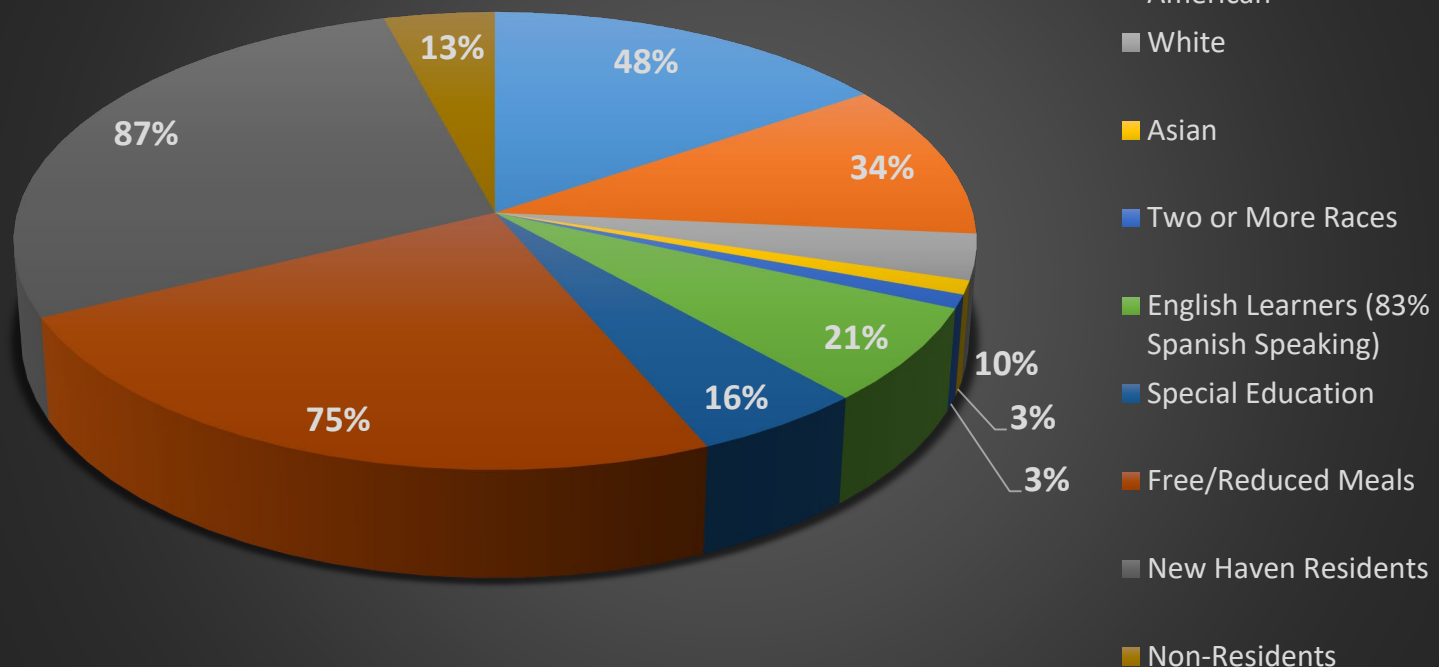
66 other languages

We serve a diverse population of 19,150 Students



NEW HAVEN PUBLIC SCHOOLS

Percentage

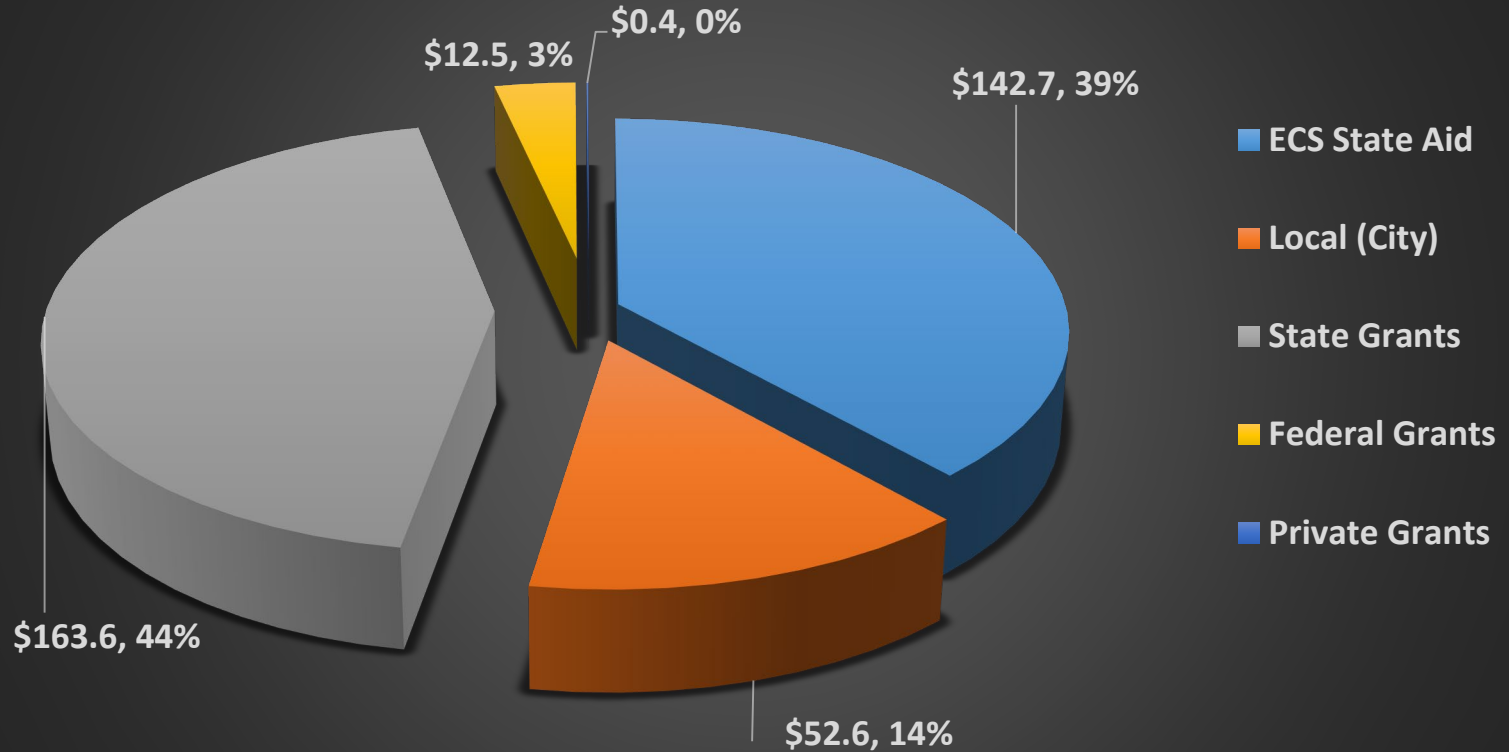


How Are Our Schools Funded?



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2022-2023 (\$371.9M Total)



Funding streams can be very different (sample of schools)



NEW HAVEN PUBLIC SCHOOLS

Fed Magnet	SIG	Title I SIG	CN	Title I	Resident Students	Suburban Students	School Name	Type
		X		X	413		Augusta Lewis Troup Magnet School	Neighborhood
				X	333		Barack Obama Strong	Neighborhood
				X	334	133	Barnard Magnet School	Magnet
					334	147	Beecher School	Magnet
					336	164	Benjamin Jepson Magnet School (PreK-8)	Magnet
					207	120	Betsy Ross Arts Magnet School	Magnet
				X	450		Bishop Woods Executive Academy	Neighborhood
				X	349		Brennan-Rogers	Neighborhood
				X	378		Celentano Museum Academy	Neighborhood
				X	399		Clemente Leadership Academy	Neighborhood
				X	462		Clinton Avenue School	Neighborhood
				X	607		Conte West Hills Magnet School	Neighborhood
					406	151	Cooperative Arts & Humanities High School	Magnet
X					309	172	Davis Street Magnet School	Magnet
					309		Dr. Mayo Early Learning Center	Neighborhood
X				X	490		East Rock Magnet School	Neighborhood
X					401		Edgewood Magnet School	Neighborhood
					297		Elm City Montessori	Neighborhood
					337	262	Engineering & Science University Magnet School	Magnet
				X	699		Fair Haven School	Neighborhood
				X	452		Family Academy of Multilingual Exploration	Neighborhood
X		X		X	216	68	High School In The Community	Magnet
				X	423		Hill Central Music Academy	Neighborhood

Initial Projection, 2023-24 Budget



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• 2022-23 Request	\$200,063,784
• 2022-23 Approved	\$195,263,784
Difference	(\$4.8m)
• 2022-2023 Budget	\$195,263,784
• 2023-2024 Request	\$207,071,931
Difference:	\$ 11,808,147
% increase:	6.05%

Proposed 2023-24 Budget



NEW HAVEN PUBLIC SCHOOLS

	2022/23 Approved Budget	FY 2024 Data without Adj.	<i>FY 2024 Request</i>	Change vs. 2023-24 Budget
Salaries & Benefits				
Teacher Full-Time	\$ 76,863,045	\$ 94,100,080	\$ 80,585,063	(3,722,018)
Admin & Management Full-Time	16,312,228	17,183,796	16,183,796	128,432
Paraprofessionals	3,192,914	4,695,985	4,395,985	(1,203,071)
Support Staff Full-Time	10,517,818	11,653,972	11,653,972	(1,136,154)
Part Time & Seasonal	3,054,774	3,301,638	3,201,638	(146,864)
Substitutes	1,000,000	1,100,000	1,100,000	(100,000)
Overtime, Benefits, Other	3,700,500	3,500,500	3,500,500	200,000
Total Salaries and Benefits	\$ 114,641,279	\$ 135,535,970	\$ 120,620,953	\$ (5,979,674)
Non-Salary Expenses				
Instructional Supplies	\$ 3,443,470	\$ 3,347,898	\$ 3,347,898	95,572
Tuition (Includes Tag Tuition)	21,549,657	24,782,106	24,782,106	(3,232,449)
Utilities	10,256,000	11,667,075	11,667,075	(1,411,075)
Transportation	26,625,696	29,750,472	26,518,950	106,746
Maintenance, Property, Custodial	3,587,808	3,600,518	3,600,518	(12,710)
Other Contractual Services	15,159,874	16,534,432	16,534,432	(1,374,558)
Total Non-Salary	\$ 80,622,505	\$ 89,682,500	\$ 86,450,978	\$ (5,828,473)
General Fund Totals	\$ 195,263,784	\$ 225,218,470	\$ 207,071,931	\$ (11,808,147)

FY 2023-2024 Estimated Expenditures

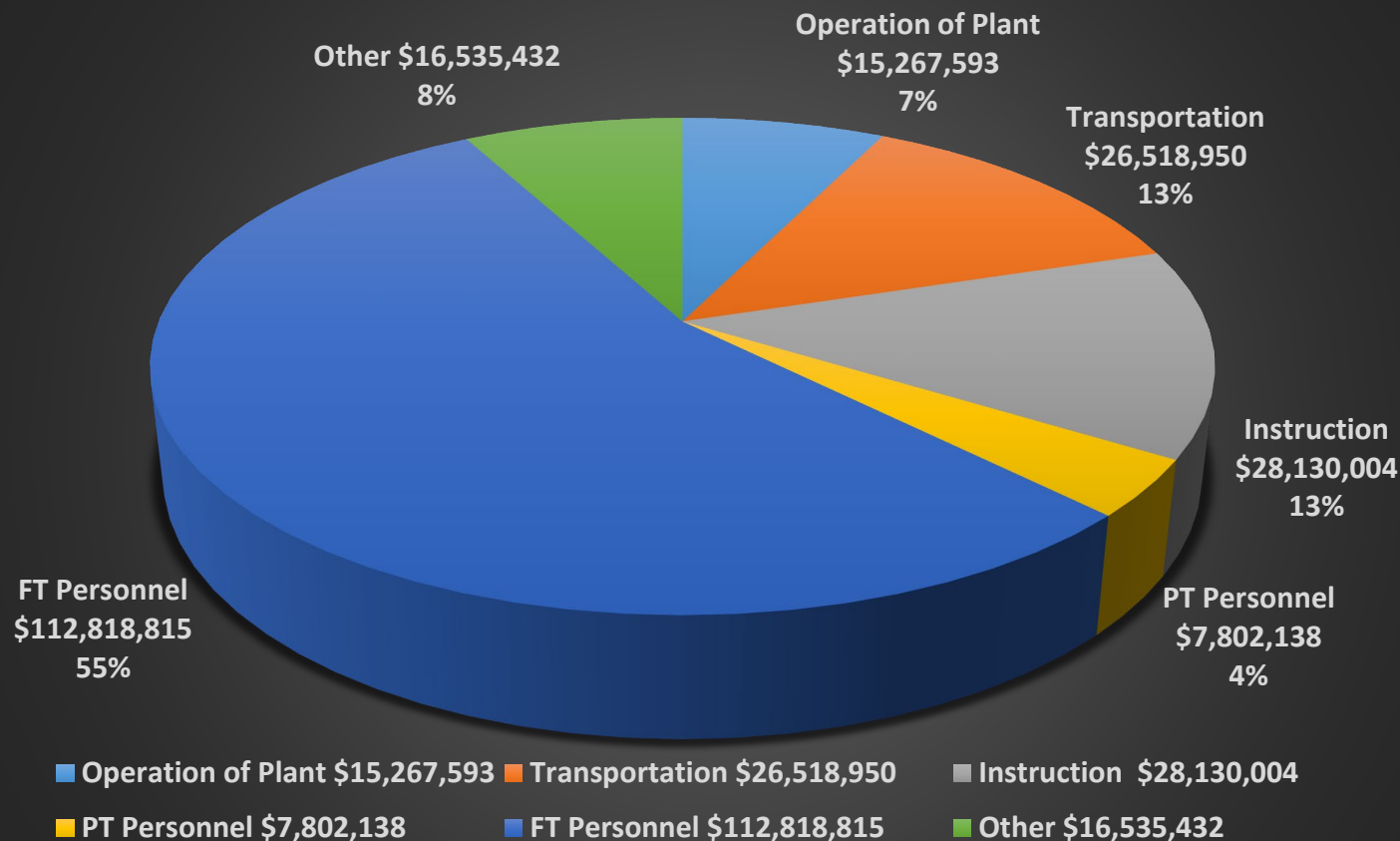


NEW HAVEN PUBLIC SCHOOLS

General Funds

2023-2024

Estimated Expenses: \$207,071,931



Notable Cost Drivers



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- 83% of the General Fund costs are in personnel, out of district tuition, transportation.
- Essentially all of the full-time staff are part of collective bargaining agreements.
- For the three largest bargaining units, the following contractual changes are in place for 2023-24:
 - Teachers – step movement and a 5.94% GWI
 - Administrators – step movement and 2.62% GWI
 - Paraprofessionals – in negotiation – 4% increase for place holder
- All others salary changes estimated at 3.0%.
- Transportation contract renewal – July 1, 2023 – anticipated increase 12%
- Price escalation as spelled out in long-term agreements and contracts (building maintenance, tuition etc.).

Proposed New Items (Not Included 2023-24 in Budget request)



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		Grant Eligible?
Labor Attorney, BOE	\$120,000	N
Deputy Purchasing Agent, BOE	\$84,254	N
Bilingual Examiner	\$60,000	N
Grades 6–8 Science Curriculum and Professional Development	\$3.2M	Y
Grades K-3 Literacy Curriculum and Professional Development	\$2.5M	Y
Grades 6-8 Math Curriculum and Professional Development	\$2.0M	Y
Licensing Costs for IT Updates	\$495,000	Y
EL Classroom Teachers (5 FTE)	\$375,000	Y
Special Education Teachers (5 FTE)	<u>\$375,000</u>	N
Total	\$9,209,254	

Budget Timeline



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<u>Action</u>	<u>Person Responsible</u>	<u>Due Date</u>
Full time staff rosters sent to Principals and other leaders for review	Finance Office	Complete
Budget process overview for Principals and Administrators at Superintendent's meeting	Finance Office	Complete
Budget discussions with Principals and Executive Team	Finance Office/ELT	Complete
Updated staff rosters sent back to Finance office	Schools/ELT	Complete
Non-staff budget templates sent to Principals and Administrators	Finance Office	Complete
Preliminary budgets due from schools and departments	Schools/Department	Complete
Internal budget reviews with Principals and Administrators	Schools/Superintendent/ELT	Complete
Provide budget update to Principals and Administrators at the Superintendent's Meeting	Finance Office/ELT	Complete

Budget Timeline, continued



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Budget revisions due from schools and departments	Schools/Departments	Complete
First draft of budget compiled	Finance Office	Complete
Budget Presentation to Finance and Operations Committee	Superintendent/CFO	February 21, 2023
Community Forum on Budget	BOE/CFO/Superintendent	March 7, 2023
Presentation to the Board of Education	Superintendent/CFO	March 27, 2023
Budget Hearing Board of Alders Finance Committee	Superintendent/CFO	March 30, 2023
Board of Education adoption of Final 2023 Budget	Superintendent/BOE	TBD – May 2023

- Grant funding, especially with respect to the Alliance grant (by statute, all future increases in ECS must come through Alliance)
- Further reductions in Federal and State funding
- The effect that a decrease in enrollment will have on revenue
- Tuition costs for students with disabilities placed in specialized schools
- Costs due to unfunded mandates
- Aging infrastructure – schools are getting older

- The award to New Haven of \$37.8m for the ESSER II grant has been extremely helpful as we designed robust academic and other improvements for our students.
- However, ESSER II is similar to a Title I grant, and has the same restrictions on not supplanting expenses in the existing General Fund budget. In addition ESSER II is scheduled to sunset on September 30, 2023.
- If we do face a deficit between our expected General Fund revenues and expenses for 2023-24, we will need to look at other sources of funds to close the gap.
- The \$80m award of ARP ESSER funds are a little more flexible. We will continue to utilize these funds to the extent allowable.



Our Children Are Our Future



FINANCIAL REPORTS

February 28, 2023

New Haven Board of Education
Finance & Operations Committee Meeting

March 20, 2023

STRATEGIC PLAN : SY 2020-2024



NEW HAVEN PUBLIC SCHOOLS

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- Monthly Financial Report General Funds as of February 28, 2023
- Monthly Financial Report Special Funds as of February 28, 2023

- Total expenditures through 2/28/23 are \$145.2 million.
- General Fund expenditures incurred through 02/28/23 are \$99.7 million or 51% of the adopted budget.
- Grant expenditures incurred through 02/28/23 are \$45.5 million or 36% of the current grant revenue.

Financial Report – General Fund February, 2023

General Fund/Operating Budget



NEW HAVEN PUBLIC SCHOOLS

Fiscal Year 2022-2023
Education Operating Fund (General Fund)
Monthly Financial & EOY Forecast Report (Unaudited) as of February 28, 2023

	FY2023 Adjusted Budget (A)	MONTHLY YTD Actuals (B)	YTD %	MONTHLY Encumbrance s (C)	Available (A-B+C)	Full-Year Expenditure Forecast (F)	Full Year Variance (A-F)
Salaries							
Teacher Full-Time	\$76,863,045	(\$41,488,298)	53.98%	\$0	\$35,374,747	75,504,452	1,358,593
Admin & Management Full-Time	16,312,228	(11,149,713)	68.35%	0	5,162,515	17,523,221	(1,210,993)
Paraprofessionals	3,192,914	(2,220,076)	69.53%	0	972,838	3,811,421	(618,507)
Support Staff Full-Time	10,517,818	(6,749,279)	64.17%	0	3,768,539	10,436,415	81,403
Part Time & Seasonal	3,054,774	(1,133,511)	37.11%	(172,857)	1,748,407	2,626,704	428,070
Substitutes	1,000,000	(1,422,274)	142.23%	0	(422,274)	831,259	168,741
Overtime, Benefits, Other	3,726,650	(2,356,083)	63.22%	(51,690)	1,318,877	3,887,081	(186,581)
Total Salaries and Benefits	\$114,667,429	(\$66,519,233)	58.01%	(\$224,546)	\$47,923,650	\$ 114,620,554	\$ 20,725
Supplies and Services							
Instructional Supplies	\$3,518,396	(\$1,843,495)	52.40%	(\$883,322)	\$791,579	2,683,727	759,743
Tuition	21,549,657	(8,257,078)	38.32%	(16,405,182)	(3,112,602)	24,533,721	(2,984,064)
Utilities	11,527,000	(5,987,333)	51.94%	(4,967,167)	572,500	10,866,445	625,555
Transportation	26,629,696	(9,451,892)	35.49%	(24,226,392)	(7,048,588)	29,562,992	(2,937,296)
Maintenance, Property, Custodial	2,339,060	(1,037,639)	44.36%	(1,057,727)	243,694	1,990,661	361,147
Other Contractual Services	15,032,546	(6,590,209)	43.84%	(7,766,082)	676,255	15,545,937	(386,063)
Total Supplies and Services	\$80,596,355	(\$33,167,646)	41.15%	(\$55,305,871)	(\$7,877,162)	\$ 85,183,483	\$ (4,560,978)
General Fund Totals	\$195,263,784	(\$99,686,879)	51.05%	(\$55,530,417)	\$40,046,488	\$ 199,804,037	\$ (4,540,253)

How to read the General Fund Report

- How to read the Monthly Financial and/or EOY Forecast Report (Unaudited) as of February 28, 2023 (letters refer to column letters on the prior page):
 - A- FY2023 Adopted Budget: These are the adopted totals for each category for FY 2022-23 (does not reflect any budget revisions)
 - B Monthly YTD Actuals: This is what was actually spent as of 2/28/23 without adjustments.
 - C Monthly Encumbrances: Any encumbrances which have been processed in Munis
 - (A-B+C) Available: What is available in Munis to spend as of 02/28/23.
 - F Full Year Expenditure Forecast – this is a projected expenditure by year end taking into consideration reimbursements and other adjustments (tuition reimbursements, revenue applied to each category, etc) This is not part of the actual expenditures, but rather where we expect to finally spend by 6/30/23 after these types of adjustments.
 - (A-F) Full Year Variance: With anticipated adjustments, where we will end the year after all costs and adjustments by category.
 - **Monthly actual** costs can be found in the next three slides (Monthly Financial Report (Unaudited) – February 28, 2023 in column “MTD Actual”

General Fund



NEW HAVEN PUBLIC SCHOOLS

Fiscal Year 2022-2023
Education Operating Fund (General Fund)
Monthly Financial Report (*Unaudited*) - February 28, 2023

YTD by Period	Account Description	Adjusted Budget	YTD Actual	MTD Actual	Encumb.	Available Budget	% Used
Teachers Full-Time	Teachers	\$76,863,045	\$41,488,298	\$6,382,795	\$0	\$35,374,747	53.98
Admin & Management Full-Time	Salaries	1,121,118	714,689	86,736	0	406,429	63.75
	Directors Salaries	979,166	456,800	51,748	0	522,366	46.65
	Supervisor	2,305,273	1,532,936	179,581	0	772,337	66.50
	Department Heads/Principals/Aps	10,461,529	7,557,930	993,812	0	2,903,599	72.24
	Management	1,445,142	887,357	121,459	0	557,785	61.40
	Sub-Total	\$16,312,228	\$11,149,713	\$1,433,336	\$0	\$5,162,515	68.35
Paraprofessionals	ParaProfessionals	3,192,914	2,220,076	265,597	0	972,838	69.53
Support Staff Full-Time	Wages Temporary	479,059	352,310	57,342	-	126,749	73.54
	Custodians	4,360,565	3,129,065	376,423	0	1,231,500	71.76
	Building Repairs	767,430	507,849	70,906	0	259,581	66.18
	Clerical	2,569,935	1,529,758	200,752	0	1,040,177	59.53
	Security	2,245,816	1,161,669	140,271	0	1,084,147	51.73
	Truck Drivers	95,013	68,628	8,533	0	26,385	72.23
	Sub-Total	\$10,517,818	\$6,749,279	\$854,228	\$0	\$3,768,539	64.17
Part Time & Seasonal	Coaches	650,000	166,681	0	0	483,319	25.64
	Other Personnel	125,000	114,794	14,585	150,857	(140,650)	0.00
	Part-Time Payroll	2,033,331	805,301	162,123	22,000	1,206,030	40.69
	Seasonal	146,443	21,424	0	0	125,019	14.63
	Teachers Stipend	100,000	25,311	25,311	0	74,690	25.31
	Tutors	0	0	0	0	0	#DIV/0!
	Sub-Total	\$3,054,774	\$1,133,511	\$202,019	\$172,857	\$1,748,407	42.76
Substitutes	Substitutes	\$ 1,000,000	\$ 1,422,274	\$ 299,559	\$ -	\$ (422,274)	\$ 142
Overtime, Benefits, Other	Overtime	605,000	1,042,232	169,409	0	(437,232)	172.27
	Longevity	275,000	177,080	0	0	97,920	64.39
	Custodial Overtime	625,500	755,406	83,124	0	(129,906)	120.77
	Retirement	1,700,000	378,880	37,435	50,732	1,270,387	25.27
	Medical Supplies	0	0	0	0	0	0.00
	In-Service Training	0	0	0	0	0	0.00
	Employment Comp	495,000	2,063	430	0	492,937	0.42
	Professional Meetings*	26,150	422	272	957	24,771	5.27
	Sub-Total	\$3,726,650	\$2,356,083	\$290,670	\$51,690	\$1,318,877	64.61
	Salaries Sub-Total	\$114,667,429	\$66,519,233	\$9,728,204	\$224,546	\$47,923,650	58.21

General Fund (cont)



NEW HAVEN PUBLIC SCHOOLS

Instructional Supplies	Equipment	320,009	90,469	(15,408)	67,305	162,234	49.30
	Computer Equipment	90,767	23,984	0	0	66,783	26.42
	Software	28,723	16,678	0	0	12,045	0.00
	Furniture	127,245	71,551	0	23,575	32,119	74.76
	Materials & Supplies Intruction	0	0	0	0	0	0.00
	Materials & Supplies Admin.	0	0	0	0	0	#DIV/0!
	Office/Classroom Supplies	0	0	0	0	0	0.00
	Testing Materials	82,600	0	0	717	81,883	0.87
	Education Supplies Inventory	565,159	398,471	7,253	52,798	113,890	79.85
	General/Office Supplies	1,329,976	850,027	4,823	534,240	(54,291)	104.08
	Academic Awards	0	0	0	0	0	0.00
	Books, Maps, etc.	0	0	0	0	0	0.00
	Textbooks	322,399	134,631	784	20,576	167,192	48.14
	Library Books	132,515	74,384	3,271	58,337	(205)	100.16
	Periodicals	2,000	0	0	0	2,000	0.00
	Other Materials & Supplies	0	0	0	0	0	0.00
	Duplicating & Photo Supplies	0	0	0	0	0	0.00
	Audio-Visual Supplies	0	0	0	0	0	0.00
	Communications/Websites	0	0	0	0	0	0.00
	Registrations, Dues & Subscrip.	143,985	79,784	2,935	10,879	53,322	62.97
	Student Activities	95,500	1,554	(15,962)	7,990	85,956	9.99
	Graduation	43,518	2,280	2,280	15,935	25,303	41.86
	Emergency Medical	209,000	99,682	13,965	90,971	18,348	91.22
	Printing & Binding	25,000	0	0	0	25,000	0.00
	Parent Activities	0	0	0	0	0	#DIV/0!
	Sub-Total	\$3,518,396	\$1,843,495	\$3,940	\$883,322	\$791,579	77.50
Tuition	Tuition	21,549,657	8,257,078	(4,134,382)	16,405,182	(3,112,602)	114.44
Utilities	Natural Gas	2,546,500	1,041,803	7,894	1,504,697	0	100.00
	Electricity	7,709,500	4,270,104	628,126	2,892,068	547,328	92.90
	Heating Fuels	10,000	0	0	0	10,000	0.00
	Water	265,000	164,554	32,433	235,446	(135,000)	150.94
	Telephone	646,000	263,540	19,360	205,792	176,668	72.65
	Telecommunications/Internet	90,000	29,324	850	19,726	40,950	54.50
	Sewer Usage	225,000	172,561	43,949	109,438	(56,999)	125.33
	Gas & Oil	35,000	45,447	7,257	0	(10,447)	129.85
	Sub-Total	\$11,527,000	\$5,987,333	\$739,869	\$4,967,167	\$572,500	95.03

General Fund (cont)



NEW HAVEN PUBLIC SCHOOLS

Transportation	Milage	610,900	164,233	4,642	296,225	150,441	75.37
	Business Travel	4,000	2,029	0	773	1,198	70.05
	Transportation	14,703,984	5,340,521	24,788	11,688,858	(2,325,395)	115.81
	Special Education Transportation	5,198,895	1,875,046	95,199	5,362,854	(2,039,005)	139.22
	Transportation Techincal Schools	552,480	183,910	0	581,538	(212,968)	138.55
	Transit Bus Passes	227,375	0	0	0	227,375	0.00
	Field Trips	181,945	24,391	6,980	38,761	118,793	34.71
	InterDistrict Transportation	1,289,000	(223,707)	0	3,434,938	(1,922,230)	249.13
	Outplacement Transportation	3,655,000	1,943,368	49,308	2,711,808	(1,000,177)	127.36
	Field Trips (Non-Public)	206,117	142,100	39,981	110,637	(46,619)	122.62
Sub-Total		\$26,629,696	\$9,451,892	\$220,897	\$24,226,392	(\$7,048,588)	126.47
Maintenance, Property, Custodial	School Security	12,000	9,075	540	0	2,925	75.63
	Building & Grounds Maint. Supp.	100,000	119,767	15,424	31,346	(51,112)	151.11
	Custodial Supplies	488,000	329,480	1,776	117,020	41,500	91.50
	Light Bulbs	30,000	22,751	0	4,465	2,784	90.72
	Uniforms	22,252	31,683	3,000	14,511	(23,942)	207.59
	Moving Expenses	50,000	19,644	1,662	45,356	(15,000)	130.00
	Cleaning	26,000	16,000	0	0	10,000	61.54
	Repairs & Maintenance	102,808	35,673	0	22,697	44,438	56.78
	Building Maintenance	575,000	275,772	35,547	165,779	133,449	76.79
	Rental	120,000	13,248	0	7,331	99,421	17.15
	Rental of Equipment	8,000	5,785	1,704	6,215	(4,000)	150.00
	Maintenance Agreement Services	725,000	121,472	5,253	599,349	4,179	99.42
	Vehicle Repairs	80,000	37,289	543	43,659	(948)	101.18
	Rolling Stock	0	0	0	0	0	#DIV/0!
Sub-Total		\$2,339,060	\$1,037,639	\$65,449	\$1,057,727	\$243,694	89.58
Other Contractual Services	Other Contractual Services *	4,607,612	1,682,780	(397,823)	1,905,858	1,018,973	77.89
	* Special Education	1,042,340	59,523	4,550	609,964	372,853	64.23
	* Facilities	7,220,558	3,973,581	443,067	4,544,107	(1,297,130)	117.96
	* IT	1,000,000	557,910	3,242	395,761	46,329	95.37
	Legal Services	534,036	196,246	945	236,954	100,836	81.12
	Other Purchased Services	17,500	10,240	0	11,304	(4,044)	123.11
	Postage & Freight	160,500	89,929	154	62,134	8,438	94.74
	Claims	450,000	20,000	0	0	430,000	4.44
	Contingencies	0	0	0	0	0	0.00
Sub-Total		\$15,032,546	\$6,590,209	\$54,135	\$7,766,082	\$676,255	95.50
Supplies & Services Sub-Total		\$80,596,355	\$33,167,646	(\$3,050,091)	\$55,305,871	(\$7,877,162)	109.77
Combined Total		\$195,263,784	\$99,686,879	\$6,678,113	\$55,530,417	\$40,046,488	79.49

* Breakout of Other Contractual Services by Department

Reporting For Information Purposes Only - MTD Actuals for the Month referenced above.

Salaries

1. Based on current spending certified salary lines have been supported by reimbursement sources as well as savings with vacancies.
2. Overtime budget for custodians and security due to staff shortages. ESSER funds are being used to support overtime costs for security and custodial needs as we await vacancies to be filled.

Non Personnel

1. Schools have received ESSER funds to cover instructional supply needs including technology and enrichment activities/field trips.
2. We continue to monitor and collect tuition fees and reimbursements to support the needs of tuition and transportation.
3. We will continue to look at anticipated rate increases for utilities (anticipated up to 50% increase) although warmer climate has reduced that need for this period. We will monitor each month to compare projection with actual costs and adjust our projections accordingly.

- **We continue to review all purchase orders and agreements to determine if absolutely necessary or can be deferred; at this time only emergency purchase orders are being approved against General Funds**
- **We continue to review all open purchase orders and utilizing special funds as appropriate.**
- **We have reprogrammed unspent grant funds to cover current needs where applicable**
- **We continue to review request to hire ensuring that the new hire is coming at a appropriate salary based on experience and looking at individual building needs**
- **We continue to monitor and request that all new grant applications that allow Indirect Costs to be included in the application**
- **We have surveyed comparable districts to determine if our tuition reimbursement rates are in line and review need for rate increase for the upcoming year**
- **We continue to use ARP ESSER funds to cover costs**
 - **Para's working as substitutes**
 - **Bus Monitors**
 - **Extra cleaning costs due to Covid (Buses & Buildings)**
 - **Custodial and Security Overtime due to Covid related instances**

Unknowns which may add additional costs



NEW HAVEN PUBLIC SCHOOLS

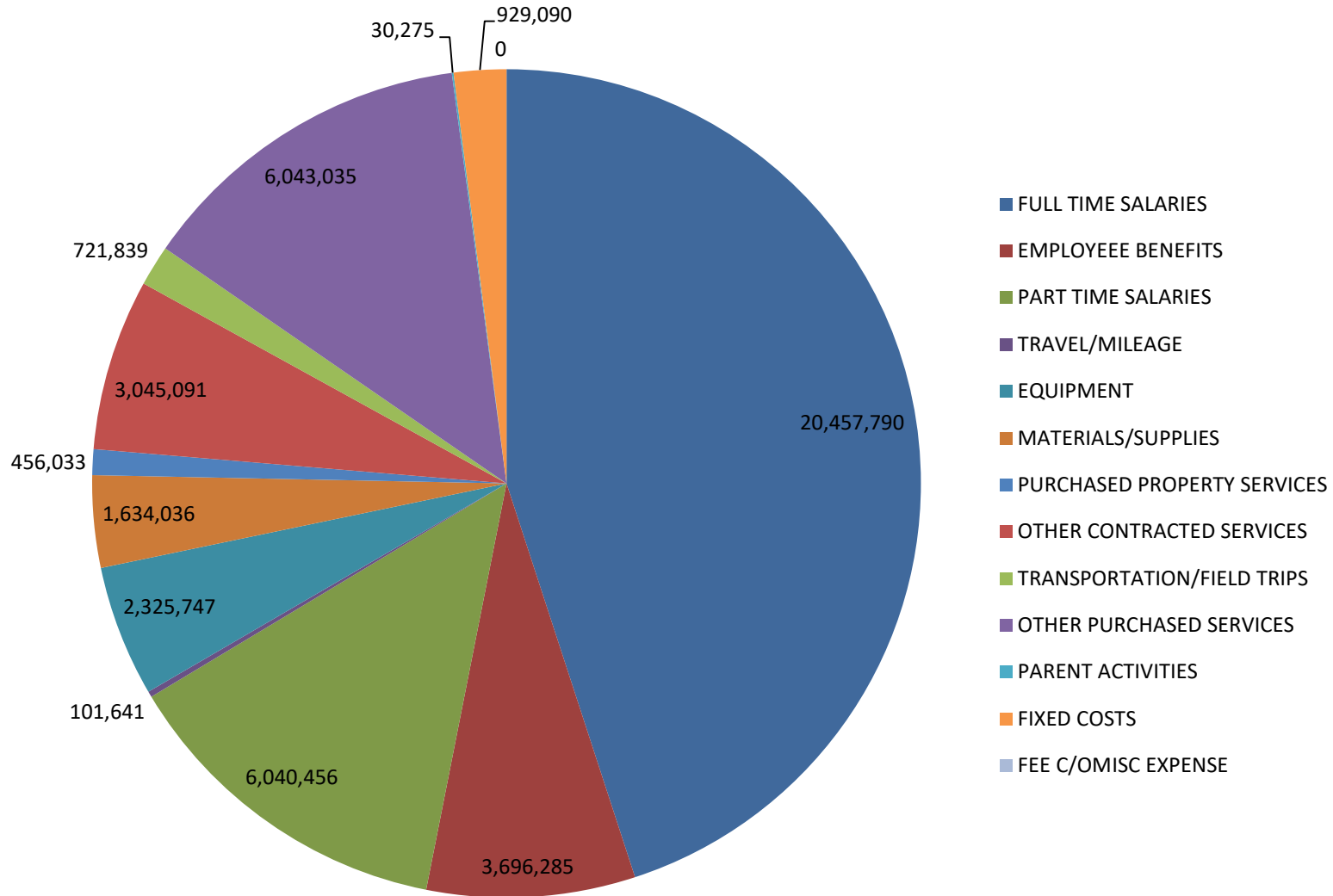
- **Increases in Utility (Gas, Oil, Electric)**
 - **Unemployment Costs**
 - **Increase in Outplacement/Open Choice Students and SPED Services from outside districts/agencies**
 - **Legal/Litigation Costs**
-
- *Keep in mind that the current budget reports are based year to date expenses and represent a snapshot in time. We also use historical data, current encumbrances and items within our control(known to us during the reporting period). We monitor closely and will continue to make changes as issues arise.*

Financial Report – Grants February 28, 2023

Fiscal Year 2022-23 Special Funds Monthly Financial Report (Unaudited) as of February 28, 2023

	Budget	YTD Actuals	Encumbered	Available
Full Time Salaries	56,720,563	20,457,789.95	26,993.00	36,235,780
Employee Benefits	14,978,368	3,696,284.77	0.00	11,282,083
Part Time Personnel	26,786,747	6,040,456.27	0.00	20,746,290
Travel/Mileage	534,896	101,641.33	9,889.08	423,366
Equipment/Technology	12,731,463	2,325,747.48	1,116,591.91	9,289,123
Materials/Supplies	12,840,127	1,634,035.81	966,169.92	10,239,921
Purchased Property Services	1,149,409	456,033.36	234,160.18	459,215
Other Professional/Technical	19,080,296	3,045,090.59	8,388,220.67	7,646,985
Transportation/Field Trips	3,268,618	721,838.94	61,721.25	2,485,058
Other Purchased Services	25,660,800	6,043,035.45	7,321,241.34	12,296,523
Parent Activities	261,487	30,274.83	8,019.49	223,193
Fixed Costs	3,159,927	929,089.60	0.00	2,230,838
Fees/Misc Expenses/Student Activities	150,000	0.00	0.00	150,000
Grand Total	177,322,701	45,481,318	18,133,007	113,708,376

2022-23 GRANT FUNDED EXPENDITURES BY CATEGORY



- How to read the new grant revenue exhibit (letters refer to column letters on the prior page):
 - A The total amount we were awarded for the grant in 2021-22
 - B Because of Covid-19, we are permitted to roll over unexpended money in some grants in 2022-23. It 'carries over' to the next fiscal year.
 - C This is new funding we were awarded in 2022-23
 - D Funding we haven't received yet, but expect to receive.
 - E C+D. The total new money we'll receive for the grant this year.
 - F B+E. The sum of the carryover funds and the new money. This is what's available to spend in 2022-23.
 - GE-A. This measures the change in new money only, and excludes the effect of the carryover.
 - HG/A. Calculates, on a percentage basis, the change in the new money year over year.

Summary of Grants Revenue



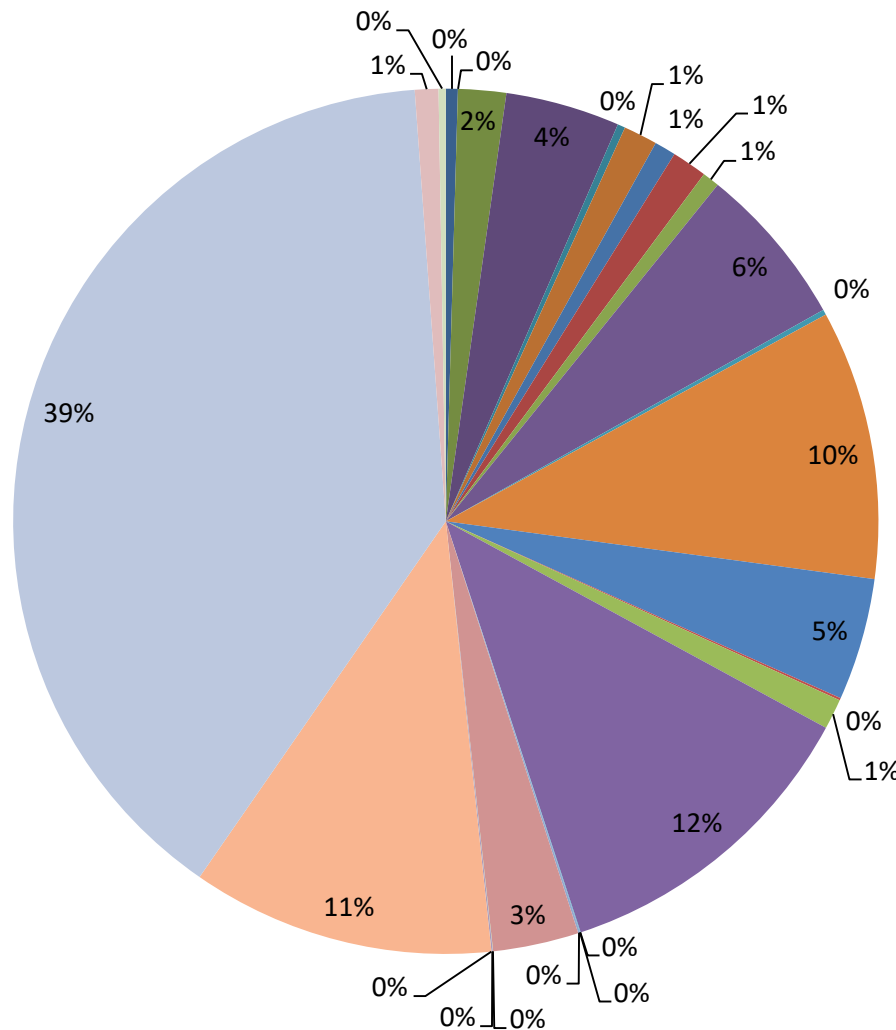
NEW HAVEN PUBLIC SCHOOLS

Fiscal Year 2022-23 Special Funds Revenue

	A	B	C	D	E	F	G	H
	FY 2021-22	Carryover	Received		Total	Total	YOY \$ Change	YOY
Common Titles	Funding	Funding	FY2022-23	Pending	Anticipated	Available Funds	in New Funds	% Change
			Funding	Approvals	New Funding	for 2022-23		
Law Education/School Security	\$787,061	\$787,061			\$0	\$787,061	(\$787,061)	0.0%
Impact Aid	\$10,303	\$0	\$10,356		\$10,356	\$10,356	\$53	0.5%
Adult Education/Homeless*	\$3,242,672	\$60,000	\$3,106,223		\$3,106,223	\$3,166,223	(\$136,449)	-4.2%
IDEA*	\$7,332,434	\$620,604	\$6,916,475		\$6,916,475	\$7,537,079	(\$415,959)	-5.7%
Perkins*	\$652,073	\$0	\$505,020		\$505,020	\$505,020	(\$147,053)	-22.6%
Title II A/Student Support*	\$3,030,291	\$1,395,737	\$1,744,073		\$1,744,073	\$3,139,810	(\$1,286,218)	-42.4%
School Based Health/Parenting	\$1,399,459	\$17,814	\$1,394,594		\$1,394,594	\$1,412,408	(\$4,865)	-0.3%
Federal Magnet Grant*	\$4,972,659	\$2,320,724			\$0	\$2,320,724	(\$4,972,659)	-100.0%
State Bilingual/Title III/Immigrant	\$1,060,618	\$211,304	\$917,658		\$917,658	\$1,128,962	(\$142,960)	-13.5%
School Readiness/Family Resource	\$9,724,866	\$140,963	\$10,548,116		\$10,548,116	\$10,689,079	\$823,250	8.5%
Private Foundation	\$435,873	\$272,168	\$167,668		\$167,668	\$439,836	(\$268,205)	-61.5%
Title I/SIG*	\$16,717,400	\$4,415,582	\$13,346,044		\$13,346,044	\$17,761,626	(\$3,371,356)	-20.2%
Head Start - Federal*	\$7,686,198	\$1,828,788	\$6,235,156		\$6,235,156	\$8,063,944	(\$1,451,042)	-18.9%
Medicaid Reimbursement	\$219,642	\$0	\$210,436		\$210,436	\$210,436	(\$9,206)	-4.2%
Manufacturing Pathways	\$0	\$0	\$2,000,000		\$2,000,000	\$2,000,000	\$2,000,000	0.0%
Alliance/Comm Network/Low								
Performing	\$20,876,678	\$0	\$21,238,171		\$21,238,171	\$21,238,171	\$361,493	1.7%
State Misc Education Grants	\$29,417	\$5,017	\$32,855		\$32,855	\$37,872	\$3,438	100.0%
Open Choice	\$483,941	\$0			\$0	\$0	(\$483,941)	-100.0%
Head Start - State	\$248,714	\$0	\$130,759		\$130,759	\$130,759	(\$117,955)	-47.4%
Priority/21st Century*	\$6,037,905	\$216,710	\$5,440,480		\$5,440,480	\$5,657,190	(\$597,425)	-9.9%
Jobs for CT Youth	\$29,307	\$0	\$20,500		\$20,500	\$20,500	(\$8,807)	-30.1%
ARP After School	\$0	\$0	\$90,000		\$90,000	\$90,000	\$90,000	0.0%
ESSER*	\$1,750,667	\$0			\$0	\$0	(\$1,750,667)	-100.0%
ESSER II	\$37,398,032	\$19,981,102			\$0	\$19,981,102	(\$37,398,032)	-100.0%
ARP ESSER	\$80,017,233	\$69,214,187			\$0	\$69,214,187	(\$80,017,233)	0.0%
ARP ESSER Special Education	\$1,951,134	\$1,551,134			\$0	\$1,551,134	(\$1,951,134)	0.0%
ARP ESSER Homeless Youth	\$472,682	\$472,682			\$0	\$472,682	(\$472,682)	0.0%
	\$206,567,259	\$103,511,577	\$74,054,584	\$0	\$74,054,584	\$177,566,161	(\$132,512,675)	-64.1%

*As a result of Covid 19 federal grants were awarded an extension to spend funds in fiscal year 2020-21, 2021-22 and recently received extension into FY23

2022-23 FUNDED GRANT REVENUE AS OF February 23, 2023



- Law Education/School Security*
- Impact Aid
- Adult Education/Homeless*
- IDEA
- Perkins
- Title II A/Student Support*
- School Based Health/Parenting
- Federal Magnet Grant*
- State Bilingual/Title III/Immigrant
- School Readiness/Family Resource
- Private Foundation
- Title I/SIG*
- Head Start - Federal*
- Medicaid Reimbursement
- Manufacturing Pathways
- Alliance/Comm Netwk/Low Performing
- State Misc Education Grants
- Open Choice
- Head Start - State
- Priority/21st Century
- Jobs for CT Youth
- ARP ESSER After School
- ESSER
- ESSER II
- ARP ESSER
- ARP ESSER Special Education
- ARP ESSER Homeless Youth





**Finance and Operations Committee
March 20, 2023
Staffing Guidelines Presentation**

Dr. Iline Tracey, Superintendent
Keisha Redd-Hannans, Assistant Superintendent of Curriculum, Instruction, and Assessment

STRATEGIC PLAN : SY 2020-2024



NEW HAVEN PUBLIC SCHOOLS

Core Values

We believe...

1 Equitable opportunities create the foundation necessary for every child to succeed

3 High expectations and standards are necessary to prepare students for college and career

2 A culture of continuous improvement will ensure that all staff are learners and reflective practitioners

4 Collaboration and partnerships with families and the New Haven community will enhance learning and achievement



Mission

To provide all students in New Haven Public Schools with personalized, authentic, and engaging learning experiences through creativity, exploration, innovation, critical thinking, problem-solving, and high quality instruction. To foster a culture of continuous improvement through collaborative partnerships with staff, families, and the New Haven community. To support students' growth and development by utilizing the Whole Child Framework.

Vision

Our vision is to be a premier urban school district that ensures access to equitable opportunities and successful outcomes for all students as they prepare for college, career, and life.

Priority Areas for 2020-2024

- 1 Academic Learning**
- 3 Youth & Family Engagement**
- 5 Operational Efficiencies**

- 2 Culture & Climate**
- 4 Talented Educators**

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Forty-Three Positions Examined



NEW HAVEN PUBLIC SCHOOLS

Principal	Speech/Language	Nurse
Assistant Principal	Psychologist	Restorative Practice Coach (Non-Certified)
Classroom Teachers	School Counselor	School Climate Culture Specialist (Teacher)
Unified Arts	Multilingual Coaches	Youth Development Coordinator (Non-Certified)
Physical Education	Bilingual Classroom Teachers	Behavioral Specialist (Registered Behavioral Technician Certificate)
Literacy Coach	ESOL Teachers, Dual Language Program	In-House Suspension Worker (Non-Certified)
Mathematics Coach	ESOL Teachers, ESL Program	Student Retention Specialist
Technology Facilitator/Technician (Non-Certified)	Magnet Coaches (Magnet Resource)/Theme Coaches	Family Resource Coordinator/Parent Liaison
Librarian Media Specialist	Lead Teachers/Instructional Coaches	Drop-out Prevention Worker
STEM Teacher	Reading Interventionists	School Community Care Coordinator
Special Education (Resource)	Math Interventionists	Custodian
Special Education (self-contained)	Building Substitutes	Administrative Assistant
PPT Facilitator	Paraprofessionals	Security
BCBA (Board Certified Behavior Analyst)	Paraprofessionals (SPED)	
Social Worker	Paraprofessionals (self-contained)	

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

Position	Elementary Guidelines	High School Guidelines
Principal	1.0 FTE Per School	1.0 FTE Per School
Assistant Principal	Staffing is based on enrollment. Schools with 300-600 students will receive 1 assistant principal, 601 – 1,050 students will receive 2 assistant principals, and schools with 1,051 – 1,400 students will receive 3 assistant principals.	Staffing is based on enrollment. Schools with up to 300-600 students will receive 1 assistant principal, 601 – 900 students will receive 2 assistant principals, schools with 901 – 1,200 students will receive 3 assistant principals, 1,201-1,500 students will receive 4 assistant principals, and 1,501 – 1,800 will receive 5 assistant principals.
Classroom Teachers	Classroom teacher are assigned on a ratio of 1 teacher for every 20 students in Pre Kindergarten, 1 teacher for every 26 students in Kindergarten thru grade 2, and 1 teacher for every 27 students in grades 3-8.	Classroom teachers are assigned on a ratio of 1 teacher for every 125 students in grade 9 –12. The number of students required to enroll in a specific course may impact staffing ratios.
Unified Arts	Class sizes may exceed the stated maximum in special or experimental teaching situations (band, choral, music, art etc.). Classes shall not exceed 40 pupils. *The ratio of 1 teacher to 30 students shall be maintained and exceptions shall be made where special teaching programs prevail.	Class sizes may exceed the stated maximum in special or experimental teaching situations (band, choral, music, art, etc.). Classes shall not exceed 40 pupils. *The ratio of 1 teacher to 30 students shall be maintained and exceptions shall be made where special teaching programs prevail.
Physical Education	Class sizes may exceed the stated maximum in special or experimental teaching situations (PE). Classes shall not exceed 40 pupils. *The ratio of 1 teacher to 30 students shall be maintained and exceptions shall be made where special teaching programs prevail.	Class sizes may exceed the stated maximum in special or experimental teaching situations (PE). Classes shall not exceed 40 pupils. *The ratio of 1 teacher to 30 students shall be maintained and exceptions shall be made where special teaching programs prevail.
Literacy Coach	1.0 FTE per School 0-699 and 2.0 FTE per school 700 - 1000	0.0 FTE Per School
Mathematics Coach	1.0 FTE per School 0-699 and 2.0 FTE per school 700 - 1000	0.0 FTE Per School

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

Position	Elementary Guidelines	High School Guidelines
Technology Facilitator/Technician (Non-Certified)	Staffing is based on enrollment. Schools with 300-600 students will receive 0.5 FTE, 601 – 1,200 students will receive 1.0 FTE, and 1,200 students will receive 2.0 FTE	Staffing is based on enrollment. Schools with 300-600 students will receive 0.5 FTE, 601 – 1,200 students will receive 1.0 FTE, and 1,200 students will receive 2.0 FTE
Librarian Media Specialist	1.0 FTE per school based on enrollment. Support Staff for schools 601 – 1,200 students will receive 0.5 FTE	1.0 FTE per school based on enrollment. Support Staff for schools with 300-700 students will receive 0.5 FTE, 701 – 1,200 students will receive 1.0 FTE
STEM Teacher	1.0 FTE per school	
Special Education (Resource)	Special education teachers are assigned on a ratio of one teacher for every 20 students. The number of required hours based off the IEP may influence this ratio.	Special education teachers are assigned on a ratio of one teacher for every 20 students. The number of required hours based off the IEP may influence this ratio.
Special Education (self-contained)	Self-contained special education teachers are assigned on a ratio of one teacher for every 10 students. Alternative learning locations provided in school when ratios exceed 10. 2 Paraprofessionals are assigned per classroom and 3 paraprofessionals per autistic classroom.	Self-contained special education teachers are assigned on a ratio of one teacher for every 10 students. Alternative learning locations provided in school when ratios exceed 10. 2 paraprofessionals are assigned per classroom and 3 paraprofessionals per autistic classroom.
PPT Facilitator	1 FTE per school with adjusted caseload to accommodate for those extra responsibilities.	1 FTE per school with adjusted caseload to accommodate for those extra responsibilities.
BCBA (Board Certified Behavior Analyst)	1 FTE for every 3 specialized classrooms that program for students with disabilities	1 FTE for every 3 specialized classrooms that program for students with disabilities
Social Worker	1 FTE for Elementary/Prek-8 Schools, 1.5 FTE for schools 600+	1 FTE for every 250 students

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

Position	Elementary Guidelines	High School Guidelines
Speech/Language	Speech/Language pathologists are assigned on a ratio of one Speech/Language pathologist for every 45 students. The number of required hours based off the IEP may influence this ratio. When ratios are exceeded, district will consider utilizing contractual services.	Speech/Language pathologists are assigned on a ratio of one Speech/Language pathologist for every 45 students. The number of required hours based off the IEP may influence this ratio. When ratios are exceeded, district will consider utilizing contractual services.
Psychologist	Psychologists are assigned a ratio of one psychologist for every 45 students. The number of required hours based on the IEP may influence this ratio. When ratios are exceeded, district will consider utilizing contractual services.	Psychologists are assigned a ratio of one psychologist for every 45 students. The number of required hours based on the IEP may influence this ratio. When ratios are exceeded, district will consider utilizing contractual services.
School Counselor	1 FTE for Elementary/PreK-8th School, 1.5 FTE for schools 600+	1 FTE for every 250 students
Multilingual Coaches	1 per school with over 20% of the student population identified as MLs.	1 per school with over 20% of the student population identified as MLs
Bilingual Classroom Teachers	1:26 / 1:27 ratio, according to teachers' contract	4:125 ratio for core subject areas of Language Arts, Math, Science, and Social Studies
ESOL Teachers, Dual Language Program	1:65 ratio	1:50 ratio
ESOL Teachers, ESL Program	Staffing is based on students' grade level and level of English proficiency (see Time Allocations for ELD Instruction Per Week Chart). The teacher-to-student ratio is a maximum of 1:50. One additional teacher should be assigned when there are more than 40 newcomer students.	Staffing is based on students' grade level and level of English proficiency (see Time Allocations for ELD Instruction Per Week). The teacher-to-student ratio is a maximum of 1:50. One additional teacher should be assigned when there are more than 30 newcomer students.
Magnet Coaches (Magnet Resource)/Theme Coaches	1.0 FTE per school	1.0 FTE per school

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

Position	Elementary Guidelines	High School Guidelines
Lead Teachers/Instructional Coaches		Lead Teacher 1.0 FTE per content area with reduced case load.
Reading Interventionists	1.0 FTE K-5 1.0 FTE 6-8	1.0 FTE per 600 students
Math Interventionists	1.0 FTE K-5 1.0 FTE 6-8	1.0 FTE per 600 students
Building Substitutes	Add a permanent union substitute(s) 1.0 FTE; assign two permanent substitutes to two building schools such as Worthington Hooker and Brennan Rogers	Add a permanent union substitute(s) FTE 1.0 or more based on student enrollment plays a significant role on the number of permanent substitutes assigned
Paraprofessionals	1.0 FTE for every K-1 class. 1.0 FTE in grade 2 and 1.0 FTE in grade 3. 2.0 FTE in each pre-k class.	Per IEP recommendations
Paraprofessionals (SPED)	3.0 FTE to cover K-2, 3-5, and 6-8.	4.0 FTE to cover grades 9-12.
Paraprofessionals (self-contained)	2.0 FTE are assigned per self-contained classroom and 3.0 FTE per autistic classroom.	2.0 FTE are assigned per self-contained classroom and 3.0 FTE per autistic classroom.
Nurse	1.0 FTE per school; if 750 students or more will receive additional support	1.0 FTE per school; if 750 students or more will receive additional support

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

Position	Elementary Guidelines	High School Guidelines
Restorative Practice Coach (Non-Certified)	0.25 FTE per school. Each Restorative Coach will work with leadership and will be trained in Restorative Practices and the Comer Pathways. 0.5 FTE per school for schools with 600 or more students. 1.0 FTE for schools with 1,000 or more students.	0.25 FTE per school. Each Restorative Coach will work with leadership and will be trained in Restorative Practices and the Comer Pathways. 0.5 FTE per school for schools with 600 or more students. 1.0 FTE for schools with 1,000 or more students.
School Climate Culture Specialist (Teacher)	1.0 FTE per school who is trained in Restorative Practices and the Comer Pathways. This person will work on developing schoolwide programs for positive climate which includes, restorative practices, managing affect within the building and planning activities and events that include families. This person will also assist teachers in supporting positive climate within the classroom. 2.0 FTE per school for schools with 600 or more students.	1.0 FTE per school who is trained in Restorative Practices and the Comer Pathways. This person will work on developing schoolwide programs for positive climate which includes, restorative practices, managing affect within the building and planning activities and events that include families. This person will also assist teachers in supporting positive climate within the classroom. 2.0 FTE per school for schools with 600 or more students.
Youth Development Coordinator (Non-Certified)	0.25 FTE per school. 0.5 FTE per school for schools with 600 or more students. 1.0 FTE for schools with 1,000 or more students.	0.25 FTE per school. 0.5 FTE per school for schools with 600 or more students. 1.0 FTE for schools with 1,000 or more students.
Behavioral Specialist (Registered Behavioral Technician Certificate)	1.0 FTE per school based on needs	1.0 FTE per school based on needs
In-House Suspension Worker (Non-Certified)	1.0 FTE per school and 2.0 FTE for schools with 600 or more students	1.0 FTE per school, 2.0 FTE for schools with 600 - 1000 students, and 3.0 FTE for 1,000 or more students
Student Retention Specialist	1.0 FTE per school and 2.0 FTE for schools with 600 or more students	1.0 FTE per school, 2.0 FTE for schools with 600 - 1000 students, and 3.0 FTE for 1,000 or more students
Family Resource Coordinator/Parent Liaison*	1.0 FTE per school	1.0 FTE per school
Drop-out Prevention Worker	Each school receives 1.0 FTE. Staffing may increase based on the number of students chronically absent.	Each school receives 1.0 FTE. Staffing may increase based on the number of students chronically absent.
School Community Care Coordinator	1.0 FTE per school	1.0 FTE per school

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

Position	Elementary Guidelines	High School Guidelines
Custodian	1.0 FTE Building Manager during the day and 1.0 FTE Evening Assistant Manager.	1.0 FTE Building Manager during the day and 1.0 FTE Evening Assistant Manager.
Administrative Assistant	Staffing is based on enrollment. Schools with 0-400 students will receive 1.0 FTE 12-month administrative assistant, 400 – 800 students will receive 2.0 FTE 12-month administrative assistants, and 800 or more students will receive 3.0 FTE 12-month administrative assistants.	Staffing is based on enrollment. Schools with 0-400 students will receive 1.0 FTE 12-month administrative assistant, 400 – 800 students will receive 2.0 FTE 12-month administrative assistants, and 800 or more students will receive 3.0 FTE 12-month administrative assistants.
Security	Staffing is based on enrollment and need. Schools with 0-600 students will receive 1.0 FTE security guards, 601 – 1,000 students will receive 2.0 FTE security guards.	Staffing is based on enrollment and need. Schools with 0-500 students will receive 2.0 FTE security guards, 501 – 750 students will receive 3.0 FTE security guards, 751 - 1,000 will receive 4.0 FTE security guards, 1,001 - 1,250 students will receive 5.0 FTE security guards, 1,251 - 1,500 students will receive 6.0 security guards, and 1,501 - 1,750 students will receive 7.0 security guards.

Staffing Guidelines



NEW HAVEN PUBLIC SCHOOLS

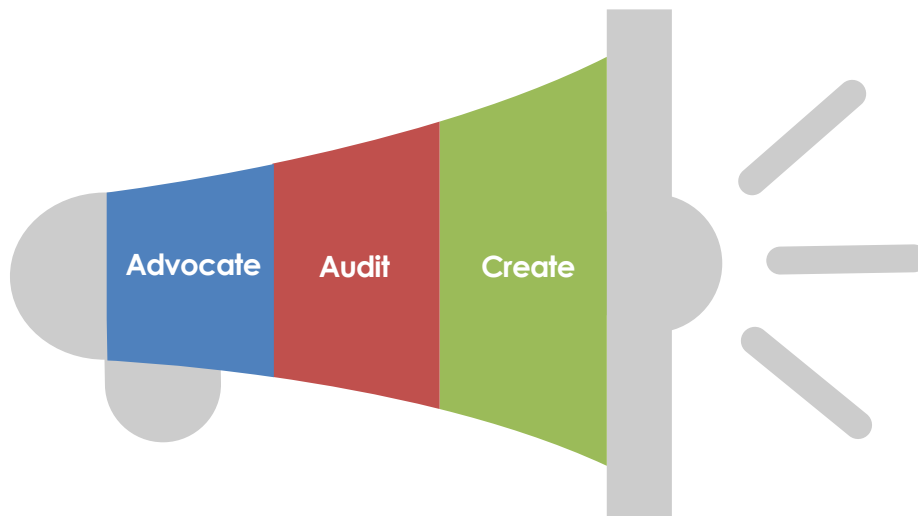
Total Need: 709 Staff Salaries: \$39,226,995 Benefits: \$15,922,282 Total Cost: \$55,149,277

Position	Need	Cost	Position	Need	Cost
Principal	0	\$0	Magnet Coaches (Magnet Resource)/Theme Coaches	25	\$ 1,625,000.00
Assistant Principal	0	\$0	Lead Teachers/Instructional Coaches	0	\$0
Classroom Teachers	0	\$0	Reading Interventionists	41	\$2,665,000.00
Unified Arts	0	\$0	Math Interventionists	41	\$2,665,000.00
Physical Education	0	\$0	Building Substitutes	41	\$2,665,000.00
Literacy Coach	0	\$0	Paraprofessionals	60	\$1,500,000.00
Mathematics Coach	1	\$65,000.00	Paraprofessionals (SPED)		
Technology Facilitator/Technician (Non-Certified)	26	\$1,300,000.00	Paraprofessionals (self-contained)	65	\$1,625,000.00
Librarian Media Specialist	13	\$845,000.00	Nurse	0	\$0
STEM Teacher	35	\$2,275,000.00	Custodian	0	\$0
Special Education (Resource)			Administrative Assistant	25	\$1,100,000.00
Special Education (self-contained)			Security	8	\$ 312,000.00
PPT Facilitator	30	\$2,250,000.00	Restorative Practice Coach (Non-Certified)	14	\$ 910,000.00
BCBA (Board Certified Behavior Analyst)			School Climate Culture Specialist (Teacher)	49	\$3,185,000.00
Social Worker	16.5	\$1,155,000.00	Youth Development Coordinator (Non-Certified)	14	\$ 672,000.00
Speech/Language	20	\$1,400,000.00	Behavioral Specialist (Registered Behavioral Technician Certificate)	20	\$1,300,000.00
Psychologist	6	\$ 420,000.00	In-House Suspension Worker (Non-Certified)	30	\$1,500,000.00
School Counselor	11	\$ 715,000.00	Student Retention Specialist	0	\$0
Multilingual Coaches	17.5	\$1,137,500.00	Family Resource Coordinator/Parent Liaison	0	\$0
Bilingual Classroom Teachers			Drop-out Prevention Worker	21	\$1,050,000.00
ESOL Teachers, Dual Language Program			School Community Care Coordinator	41	\$2,050,000.00
ESOL Teachers, ESL Program	38	\$2,400,000			

Next Steps



NEW HAVEN PUBLIC SCHOOLS



- **Advocate**
Advocate for additional funding at the federal, state, and local levels
- **Audit**
Audit current positions for impact and redundancy of duties
- **Create**
Create a 5-year phase-in plan

Staffing Guidelines Committee Members



NEW HAVEN PUBLIC SCHOOLS

Thank You!

Keisha Redd-Hannans, Lead

Christie-Lynn	Beaton	Typhanie	Jackson
Leslie	Blatteau	Gemma	Joseph-Lumpkin
Michele	Bonanno	Pedro	Mendia
Jamie	Coady	Kristin	Mendoza
Viviana	Conner	Marquelle	Middleton
Michael	Finley	Kim	Rogers
Lisa	Flegler	Stephen	Siena
Rosalind	Garcia	Paul	Whyte
Jenn	Graves	Hyclis	Williams
Linda	Hannans		



NEW HAVEN PUBLIC SCHOOLS

Thomas Lamb
Chief Operating Officer

Tel: 475-220-1590
Thomas.Lamb@new-haven.k12.ct.us

MEMORANDUM

To: Dr. Tracey, Finance & Operations Committee, and The Board of Education.

From: Thomas Lamb, COO

Date: 3/20/2023

Re: Shipman & Goodwin Agreement Amendment One

Attached please find a copy of the package submitted to the Finance & Operations Committee on March 20th, 2023 along with additional information.

I am seeking your approval to amend an outside legal services agreement with the law firm of Shipman & Goodwin providing general legal services to the New Haven Public Schools (NHPS). There are currently two agreements in place for services to the New Haven Public School with Shipman & Goodwin. One agreement for Employee Relation Matters and one for General Legal services. This amendment will increase the original General Services Legal agreement of seventy-thousand dollars (\$70,000.00) by sixty-two thousand dollars (\$62,000) for an agreement total of one-hundred thirty-two thousand (\$132,000.00).

This amendment is requested due to a shortfall in the General Legal Services contract due an increase in the defense of claims made against the New Haven Public Schools. The bulk of the expense related to this agreement comes from a claim made against NHPS by Eco Urban Pioneers related to the award of the NHPS part time custodial contract. This claim was subsequently withdrawn by Eco Urban and the matter is now closed. Legal costs associated with claim are forty-eight thousand two hundred ninety-three dollars (\$48,920). The detail of this work is provided as attached document. This represents nearly 70% of the original General Legal Services contract.

Additional General Legal Service matters include consultation on general education matters, business contracts, ADA complaints, a charge dispute for Special Education services, FOIA complaints.

The additional funding in the amount of sixty-two thousand dollars (\$62,000) can be provided from 2022-2023 Operating Budget 190-47700-56696 and was provided in consultation with the business office.

Respectfully submitted,

Thomas Lamb

G-General P-Personnel L-Litigation

Shipman & Goodwin - General Legal Matter Tracking

**Services are provided the month before invoiced.*

<u>PO</u>	<u>Matter</u>	<u>Total Fees:</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>
G	64 - Eco Urban Pioneers, LLC	\$ 48,293.00	\$ -	\$ -	\$ 17,563.00	\$ 23,870.00	\$ 5,320.00	\$ 875.00	\$ 665.00		
	Bill Disbursement Summary - Eco	\$ 505.00					\$ 505.00				
G	31 - General Consultation of Educational Matters	\$ 6,790.00	\$ 1,645.00	\$ 1,890.00	\$ 1,925.00	\$ 420.00	\$ 665.00	\$ 70.00	\$ 175.00		
G	40 - Business Contracts	\$ 3,395.00	\$ -	\$ -	\$ 3,045.00	\$ 350.00	\$ -	\$ -	\$ -		
G	66 - ADA Complaint A Walder	\$ 1,960.00	\$ -	\$ -	\$ -	\$ 1,960.00		\$ -	\$ -		
G	58 - Charge Dispute for SPED Services	\$ 1,330.00	\$ 945.00	\$ 280.00	\$ -	\$ -	\$ 105.00	\$ -	\$ -		
P/G	63 - 2022 SRO MOU Negotiations	\$ 805.00	\$ -	\$ -	\$ 490.00	\$ 35.00	\$ 175.00	\$ 70.00	\$ 35.00		
G	48 - FOIA Complaints	\$ 210.00	\$ 210.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	TOTALS:	\$ 63,288.00	\$ 2,800.00	\$ 2,170.00	\$ 23,023.00	\$ 26,635.00	\$ 6,770.00	\$ 1,015.00	\$ 875.00	\$ -	\$ -
	CUMULATIVE TOTALS:		\$ 2,800.00	\$ 4,970.00	\$ 27,993.00	\$ 54,628.00	\$ 61,398.00	\$ 62,413.00	\$ 63,288.00		

Legal Matter Tracking

64 – Eco Urban Pioneers, LLC

Summary

Name	Position	Hours	Rate	Total
S. Dlugoszewski	Associate	43.1	\$350	\$15,085.00
C. McCallum	Associate	2.6	\$350	\$910.00
L. Asklof	Partner	89.3	\$350	\$31,255
J. Katz	Partner	1	\$350	\$350
M. Clifford	Paralegal	3.3	\$210	\$693.00
Bill Disbursement				\$505
			TOTAL	\$48,798.00

Date	Name	Hours	Description
8/29/2022	M. Clifford	1.5	Create Hosted review database for L. Asklof to facilitate document review; load client documents into same; report on corrupted file.
9/1/2022	S. Dlugoszewski	1.5	Draft Memorandum in Support of Motion to Dismiss.
9/1/2022	L. Asklof	2.5	Review documents in database provided by Client; research applicable procurement policies.
9/2/2022	L. Asklof	2.2	Continued review and analysis of documents forwarded by client.
9/5/2022	L. Asklof	1.4	Analysis of relevant chapter and section of the City Charter; consider documents still needed; email to all related to documents, conference call and FOIA request.
9/6/2022	L. Asklof	0.4	Consider emails related to FOIA request response; provide directions to upload additional documents to DISCO; exchange emails to coordinate calls.
9/6/2022	S. Dlugoszewski	0.3	Analysis of documents and correspondence related to bid.
9/6/2022	M. Clifford	0.6	Load documents received from E. Alexiades into hosted review platform in preparation for review.
9/7/2022	L. Asklof	3.0	Continue to review additional records uploaded from client; conference call to discuss strategy and facts; consider draft letter to address Alderman complaints; telephone discussion with E. Alexiades.
9/7/2022	S. Dlugoszewski	2.5	Research related to potential objections to a complaint without a return date; detailed discussion with client regarding facts related to RFP.
9/7/2022	M. Clifford	0.6	Upload client documents to hosted review platform in preparation for attorney review.
9/8/2022	L. Asklof	1.3	Consider arguments related to apples-to-apples comparison and ultimate basis of decision on price of submission; consider proposed letter for Alderman meeting; suggest revisions to same.
9/8/2022	S. Dlugoszewski	0.2	Analysis of draft letter to Board of Alders.
9/9/2022	L. Asklof	0.7	Consider letter sent to the Board of Alders related to scope and purview for a review of procurement policies and procedures; exchange emails about Alderman meeting; telephone call with E. Alexiades; consider response from Finance Committee Chair.
9/9/2022	M. Clifford	0.6	Load documents received from E. Alexiades into hosted review platform in preparation for review.



NEW HAVEN PUBLIC SCHOOLS

9/12/2022	L. Asklof	7.2	Conference call with clients to discuss Finance Committee meeting; analysis of BOE policy related to procurement; telephone call with BOE representatives to prepare for Finance Committee meeting; travel to and attend Finance Committee meeting in New Haven CT.
9/12/2022	S. Dlugoszewski	1.6	Participate in conference call with client in preparation for Finance Committee meeting; review and analysis of Board of Education Procurement Policy; participate in conference call with client regarding Board of Education Procurement Policy.
9/14/2022	L. Asklof	2.2	Continued review of documents forwarded by the client; consider articles related to Finance Committee meeting; exchange emails to coordinate strategy call; exchange emails with E. Alexiades.
9/14/2022	S. Dlugoszewski	0.2	Review and analysis of news articles related to janitorial contract award.
9/15/2022	L. Asklof	1.9	Complete review of documents forwarded; revise notes regarding same; telephone discussion with E. Alexiades.
9/16/2022	L. Asklof	0.2	Follow-up email to V. Church; exchange further emails with V. Church and schedule call.
9/19/2022	L. Asklof	2.0	Conference call with counsel to coordinate tasks for motion to dismiss and discuss facts and documents that need clarification; email to BOE clients to coordinate fact gathering meeting review of Dattco motion to dismiss decision; exchange further emails.
9/19/2022	S. Dlugoszewski	1.0	Participate in discussion with client and counsel for City of New Haven to develop strategy related to motion to dismiss.
9/20/2022	L. Asklof	0.3	Exchange emails to coordinate fact gathering meeting; exchange emails about motion for continuance.
9/20/2022	S. Dlugoszewski	0.8	Draft motion for continuance; draft caseflow request related to motion for continuance; telephone calls with E. Hibson regarding consent to motion for continuance; email correspondence to L. Asklof regarding plaintiff's decision to withhold consent to motion for continuance.
9/20/2022	L. Asklof	0.2	Consider and exchange emails related to Motion for Continuance.
9/21/2022	S. Dlugoszewski	0.1	Revise draft motion for continuance and caseflow request related thereto.
9/22/2022	L. Asklof	1.2	Consider appearance for New Haven Public Schools and whether it is a legal entity; telephone call with E. Alexiades regarding same and service on the BOE; analysis of Charter sections forwarded identifying the New Haven Public Schools as a department within the BOE, not subject to suit; exchange further emails with E. Alexiades and V. Church regarding appearance; file appearance and motion for continuance.
9/22/2022	S. Dlugoszewski	0.7	Plan and prepare for client meeting; analysis of plaintiffs' objection to motion for continuance; email correspondence to client regarding plaintiff's objection to motion for continuance.
9/23/2022	L. Asklof	0.4	Consider court notices; consider email from E Alexiades.
9/26/2022	L. Asklof	5.0	Consider emails from T. Lamb to reschedule meeting; meeting at BOE offices to review documents and gather facts with M. Finley.
9/26/2022	S. Dlugoszewski	3.4	Attend client meeting with M. Finley to obtain facts critical to motion to dismiss.
9/27/2022	L. Asklof	0.5	Exchange emails with T. Lamb and others to coordinate fact finding meeting; email exchange with T. Lamb regarding full RFP.
9/28/2022	S. Dlugoszewski	0.1	E-mail correspondence to client regarding additional meeting to gather facts relevant to motion to dismiss.
9/29/2022	L. Asklof	0.5	Draft Affidavit for M. Finley.
10/2/2022	L. Asklof	1.2	Draft M. Finley Affidavit.



NEW HAVEN PUBLIC SCHOOLS

10/3/2022	L. Asklof	1.5	Complete Draft of M. Finley Affidavit and proposed exhibits; email to prepare a share file for proposed Finley exhibits; begin to draft T. Lamb Affidavit.
10/3/2022	S. Dlugoszewski	0.5	Research Connecticut law related to lack of standing for disappointed bidders in connection with drafting motion to dismiss.
10/4/2022	L. Asklof	1.7	Exchange emails with M. Clifford related to M. Finley affidavit exhibits; forward same to M. Finley for review; continue preparation of affidavit for T. Lamb.
10/4/2022	S. Dlugoszewski	0.1	Email correspondence to T. Lamb regarding in-person meeting to develop facts needed for motion to dismiss.
10/5/2022	L. Asklof	0.2	Exchange emails related to meeting; follow-up phone call regarding same.
10/5/2022	S. Dlugoszewski	0.2	Discussion with L. Asklof in preparation for in-person meeting with client to develop facts needed for motion to dismiss.
10/6/2022	L. Asklof	6.4	Meeting with T. Lamb in New Haven to prepare Affidavit
10/6/2022	S. Dlugoszewski	1.8	E-mail correspondence from E. Hibson regarding short calendar marking participate in meeting with T. Lamb to gather facts relevant to motion to dismiss.
10/7/2022	L. Asklof	4.1	Revise M. Finley Affidavit following discussion with T. Lamb; forward revision to M. Finley; continue to draft T. Lamb Affidavit; telephone call with V. Church; forward Affidavits and exhibits to client for review.
10/7/2022	S. Dlugoszewski	1.1	Participate in discussion with counsel for the City of New Haven regarding strategy related to motion to dismiss and upcoming court conference; discussion with L. Asklof regarding strategy related to motion to dismiss; prepare exhibits in support of motion to dismiss.
10/10/2022	S. Dlugoszewski	3.1	Draft memorandum in support of motion to dismiss; revise draft Affidavits in support of motion to dismiss; prepare exhibits in support of motion to dismiss.
10/11/2022	S. Dlugoszewski	1.8	Draft memorandum in support of motion to dismiss; revise draft Affidavits in support of motion to dismiss; prepare exhibits in support of motion to dismiss; e-mails with E. Hibson regarding scope of remote hearing on 10/13/2022; telephone call with V. Church regarding scope of remote hearing on 10/13/2022; e-mail correspondence with New Haven Caseflow regarding scope of remote hearing on 10/13/2022; draft caseflow request seeking postponement of remote hearing on 10/13/2022.
10/12/2022	S. Dlugoszewski	1.6	Draft memorandum in support of motion to dismiss; revise draft Affidavits in support of motion to dismiss; analysis of the court's order on caseflow request; e-mails with clients regarding draft Affidavits and strategy related to remote hearing set for 10/13/2022.
10/13/2022	S. Dlugoszewski	2.4	Draft memorandum in support of motion to dismiss; revise draft Affidavits in support of motion to dismiss; research related to appropriate service of process on a school district in connection with preparation of motion to dismiss; telephone call with V. Church in preparation for court conference; attend court conference before J. Kamp; telephone call with V. Church regarding case strategy following conference before J. Kamp.
10/14/2022	S. Dlugoszewski	1.3	Analysis of cases cited in motion to dismiss to determine procedural posture, and specifically, whether each of those cases was commenced as an action for injunctive relief.



NEW HAVEN PUBLIC SCHOOLS

10/16/2022	L. Asklof	2.1	Review and revise motion to dismiss and Affidavits; exchange emails with T. Lamb.
10/17/2022	L. Asklof	2.9	Continued review and revisions to Motion to Dismiss; exchange emails related to motion; telephone call with J. Katz regarding strategy with judge; analysis of the bidding decisions.
10/17/2022	S. Dlugoszewski	1.0	Telephone call with M. Finley regarding affidavit in support of motion to dismiss; discussion with J. Katz and L. Asklof regarding strategy related to motion to dismiss and hearing on plaintiff's application for temporary injunction; revise draft motion to dismiss per L. Asklofs comments.
10/17/2022	J. Katz	1.0	Read cases on standing and unsuccessful bidders in municipal competitive bidding process, including telephone conversation with counsel regarding same.
10/18/2022	L. Asklof	2.4	Analysis of caselaw detailing standing arguments; exchange emails related to same; exchange emails with T. Lamb; telephone call with VP of SJS about possible intervening motion; telephone call with P. King regarding strategy.
10/18/2022	S. Dlugoszewski	2.1	Research related to implications of a challenge to the court's subject matter jurisdiction in connection with revisions to draft motion to dismiss; revise draft motion to dismiss per L. Asklofs comments; discussion with L. Asklof regarding coordination with City of New Haven on briefing related to motion to dismiss.
10/19/2022	L. Asklof	3.9	Exchange emails with P. King; exchange emails with J. Loeb regarding status of pleadings; review and revise revised Motion to Dismiss; participate in conference call to discuss filing a Joint Motion to Dismiss review Affidavits and corresponding exhibits.
10/19/2022	S. Dlugoszewski	2.9	Revise draft motion to dismiss per L. Asklofs comments; prepare exhibits to client Affidavits and revise Affidavits accordingly; research related to whether SJS is an indispensable party.
10/19/2022	C. McCallum	1.2	Analysis of Connecticut case law related to jurisdictional challenges to an application for temporary injunction in connection with ongoing briefing related to motion to dismiss.
10/20/2022	C. McCallum	1.4	Analysis of Connecticut case law related to jurisdictional challenges to an application for temporary injunction in connection with ongoing briefing related to motion to dismiss.
10/20/2022	L. Asklof	4.7	Continue revisions to memorandum of law; review and make suggested revisions to M. Garmany affidavit; review all Affidavits in conjunction with exhibits; telephone call to E. Alexiades and T. Lamb; exchange emails with V. Church; consider additional research performed related to injunctions and motions to dismiss; consider email from T. Lamb; revise M. Finley affidavit to conform to new information; email to M. Finley; exchange further emails with V. Church related to Garmany affidavit; receipt of executed SJS contract; further exchange of emails related to motion and Affidavits.
10/20/2022	S. Dlugoszewski	4.1	Revise draft motion to dismiss to include citations to Gormany affidavit and revised set of exhibits; revise set of exhibits to accompany motion to dismiss; discussion with L. Asklof regarding strategy related to revisions to draft motion to dismiss; revise client Affidavits; e-mail correspondence to client contacts requesting signatures on Affidavits; e-mail correspondence to counsel for the City of New Haven regarding draft memorandum in support of motion to dismiss.



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10/21/2022	L. Asklof	2.9	Exchange emails with City counsel; review Joint memorandum to Motion to Dismiss review revised M. Gormany affidavit; revise memorandum; exchange further emails regarding same
10/21/2022	S. Dlugoszewski	1.4	Revise draft motion to dismiss to include citations to Gormany affidavit and revised set of exhibits; revise set of exhibits to accompany motion to dismiss; e-mail correspondence to counsel for the City of New Haven regarding draft memorandum in support of motion to dismiss.
10/23/2022	S. Dlugoszewski	1.2	Revise draft motion to dismiss and accompanying papers in preparation for filing on docket.
10/24/2022	L. Asklof	2.1	Review relevant portion of transcript of 8/8/22 Board meeting; review final paper for Motion to Dismiss to ensure conformity; email with attached Affidavits and exhibits to SJS counsel.
10/24/2022	S. Dlugoszewski	0.3	Make final revisions to Motion to Dismiss papers in preparation for filing on docket; e-mail correspondence with V. Church regarding finalized Affidavit of M. Germany.
10/25/2022	L. Asklof	0.9	Telephone call with J. Loeb regarding motion to intervene, motion to dismiss and Affidavits; email to all regarding same; review court marking of 11/4/22 hearing; exchange emails related to same.
10/26/2022	L. Asklof	0.2	Follow-up discussion related to court marking hearing officer.
10/26/2022	S. Dlugoszewski	0.3	Telephone call to clerk's office regarding status of remote hearing on plaintiffs' motion for temporary injunction.
10/28/2022	L. Asklof	0.2	Confirm court markings; email to co-counsel.
11/1/2022	S. Dlugoszewski	1.0	Email correspondence to counsel for City of New Haven regarding SJS's motion to intervene; review and analysis of SJS's motion to intervene; telephone call to New Haven clerk's office regarding status of hearing on plaintiffs application for temporary injunction; e-mail correspondence to N. Gardner regarding status of hearing on plaintiffs application for temporary injunction; e-mail correspondence to K. Mitchell regarding status of hearing on plaintiffs application for temporary injunction.
11/1/2022	L. Asklof	1.2	Exchange various emails related to the court's note marking off the court hearing; listen to voice message from H. Levine; consider motion to intervene and request for admission Pro Hae Vice; follow-up telephone call with H. Levine.
11/2/2022	S. Dlugoszewski	0.3	Email correspondence to K. Mitchell regarding status of hearing on plaintiffs application for temporary injunction; email correspondence with P. King regarding status of hearing on plaintiffs application for temporary injunction; email correspondence with N. Gardner regarding status of hearing on plaintiffs application for temporary injunction.
11/2/2022	L. Asklof	2.7	Exchange emails related to court hearing and confusion generated by the clerk's office; perform research and prepare notes for Injunction hearing.
11/3/2022	L. Asklof	1.3	Consider Exhibits previously submitted by plaintiffs' counsel for injunction hearing; review court docket for status update; email to all counsel related to confusing messages from court; consider email forwarded marking hearing off; further exchange of emails clarifying status; exchange emails with H. Levine regarding same; further exchange of emails with P. King.
11/3/2022	S. Dlugoszewski	0.1	Discussion with L. Asklof regarding the court's cancellation of 11/4/2022 hearing on plaintiff's application for temporary injunction.



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11/6/2022	L. Asklof	0.1	Review Court markings.
11/7/2022	S. Dlugoszewski	0.1	Review and analysis of J. Loeb's motion to appear Pro Hae Vice for intervening defendant SJS Services.
11/9/2022	S. Dlugoszewski	0.1	Analysis of SJS Services' short calendar marking confirmation related to its motion to intervene.
11/10/2022	L. Asklof	0.1	Note court calendar markings.
11/15/2022	L. Asklof	0.3	Respond to audit request and provide status of litigation.
11/16/2022	L. Asklof	0.3	Consider court decisions related to motion to intervene and Pro Hae Vice motion.
11/16/2022	S. Dlugoszewski	0.1	Analysis of the court's 11/14/2022 order granting SJS Services' motion to intervene.
11/17/2022	L. Asklof	0.2	Note court decisions; exchange emails with J. Loeb and H. Levine about Defendants' Motion to Dismiss.
11/18/2022	S. Dlugoszewski	0.1	E-mail correspondence from H. Levine confirming SJS will join in the Defendants' Motion to Dismiss.
11/18/2022	L. Asklof	0.7	Exchange emails with H. Levine about joining Defendants' Motion to Dismiss; exchange further emails between counsel for joint counsel discussion; coordinate conference call with all counsel.
11/18/2022	S. Dlugoszewski	0.1	Analysis of J. Loeb's revised motion for permission to appear Pro Hae Vice for SJS Services.
11/21/2022	L. Asklof	1.3	Consider new Motion for admission Pro Hae Vice; conference call with all counsel to strategize; begin preparation of draft limited joint defense agreement.
11/21/2022	S. Dlugoszewski	0.5	Participate in strategy call with counsel for the City of New Haven and SJS Services regarding potential joint defense agreement and SJS Services' joinder in the original Defendants' Motion to Dismiss.
11/22/2022	L. Asklof	1.4	Draft three-way joint defense agreement; forward draft to all counsel.
11/23/2022	L. Asklof	0.1	Note Court Markings.
11/28/2022	L. Asklof	0.3	Consider court markings and filings; exchange email regarding strategy.
11/28/2022	S. Dlugoszewski	0.1	Analysis of docket to assess status of Defendants' Motion to Dismiss.
11/29/2022	S. Dlugoszewski	0.1	E-mail correspondence from L. Asklof regarding her discussion with plaintiffs counsel related to Defendants' Motion to Dismiss.
11/29/2022	L. Asklof	2.4	Consider response from P. King regarding strategy; exchange emails with H. Levine regarding same; consider email related to Joint Defense Agreement; prepare for and participate in telephone discussion with E. Hibson regarding withdrawal of action; email summarizing call with E. Hibson; prepare notes relative MTD arguments.
11/30/2022	L. Asklof	0.1	Consider caseflow request.
11/30/2022	S. Dlugoszewski	0.1	Analysis of plaintiffs caseflow request seeking entry of a scheduling order or a date for its objection to Defendants' Motion to Dismiss.
12/1/2022	S. Dlugoszewski	0.1	Analysis of the Court's 12/1/2022 order indicating that it would schedule a remote status conference.
12/1/2022	L. Asklof	0.2	Note Court calendar markings.
12/2/2022	L. Asklof	0.3	Note Court scheduling of conference; follow-up email to corporate counsel regarding Joint Defense agreement.



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12/2/2022	S. Dlugoszewski	0.1	Analysis of the Court's 12/1/2022 notice scheduling a remote status conference for 1/4/2023; e-mail correspondence to all defense counsel regarding 1/4/2023 status conference.
12/5/2022	L. Asklof	0.5	Consider suggested revisions to Joint Defense agreement; revise same and finalize; forward to counsel for signature; receipt of signed agreements.
12/6/2022	L. Asklof	0.2	Receipt of fully executed Joint Defense agreement; consider Court order regarding admission pro hac vice; Court mailing related to motion to Dismiss; email to counsel discussing strategy to claiming MTD.
12/6/2022	S. Dlugoszewski	0.2	Analysis of the Court's 12/5/2022 granting J. Loeb's motion for permission to appear pro hac vice; e-mail correspondence to all defense counsel regarding fully executed common interest agreement; develop strategy related to short calendar marking of defendants' motion to dismiss.
12/7/2022	S. Dlugoszewski	0.2	Analysis of notice of J. Loeb's request for a juris number.
12/8/2022	L. Asklof	0.1	Note appearance of Attorney J. Loeb.
12/8/2022	S. Dlugoszewski	0.1	Analysis of J. Loeb's appearance for SJS Services.
12/28/2022	L. Asklof	0.3	Telephone discussion with H. Levine regarding motion to dismiss: consider and exchange emails about Court conference.
12/29/2022	L. Asklof	0.2	Consider email related to Court conference; accept Court calendar for conference.
01/04/2023	L. Asklof	1.2	Prepare for and participate in court conference; email clients status of court conference; exchange further emails regarding same; receipt of documents from client.
01/05/2023	L. Asklof	0.2	Consider withdrawal of action; exchange emails regarding same.
01/05/2023	S. Dlugoszewski	0.1	Analysis of plaintiffs withdrawal of action; e-mail correspondence to client regarding plaintiffs withdrawal of action.
01/11/2023	L. Asklof	0.4	Exchange emails with P. King relative to the withdrawal of action.



NEW HAVEN PUBLIC SCHOOLS



CS Disco, Inc.
EIN: 464254444
billing@csdisco.com

Invoice #: 201550
Date: 11/01/2022

Bill To

Shipman & Goodwin LLP
One Constituion Plaza
Hartford CT 06103
United States

Ship To

Shipman & Goodwin LLP
One Constituion Plaza
Hartford CT 06103
United States

Invoice Amount Due:

\$505.00

Due Date: 12/16/2022

Review Database Name	Billing Code	PO Number
New Haven BOE - Injunction		

DISCO Ediscovery			Pro-Rated		Price	Amount
Start Date	End Date	Description	Size (GB)	Quantity		
10/10/2022	10/31/2022	Data Ingest: 0.001 GB to Active, prorated for 22 of 31 days in October	0.001	1.00	0.00	\$0.00
10/20/2022	10/31/2022	Data Ingest: 0.002 GB to Active, prorated for 12 of 31 days in October	0.002	1.00	0.00	\$0.00
10/21/2022	10/31/2022	Data Ingest: 0.001 GB to Active, prorated for 11 of 31 days in October	0.001	1.00	0.00	\$0.00
11/01/2022	11/30/2022	Review DB Monthly Minimum for November	1	1.00	500.00	\$500.00
11/01/2022	11/30/2022	0.06 GB Active for November	0.057	1.00	0.00	\$0.00
Subtotal						\$500.00

Tax \$5.00

Total \$505.00

Amount Paid / Credits Applied (\$0.00)

AMOUNT DUE \$505.00

Legal Matter Tracking

31 – General Consultation of Educational Matters

Summary

Name	Position	Hours	Rate	Total
T. Mooney	Partner	8.8	\$350	\$3,080
N. Sieira Millan	Associate	10.6	\$350	\$3,710
			TOTAL	\$6,790.00

Date	Name	Hours	Description
07/07/2022	N. Sieira Millan	0.3	Attention to SRO negotiations; telephone conference with M. Wilcox regarding strategy; correspondence with K. Casini regarding next steps.
07/13/2022	N. Sieira Millan	0.1	Attention to correspondence from M. Wilcox regarding SRO Memorandum of Understanding.
07/14/2022	N. Sieira Millan	0.2	Correspondence with W. Battey and K. Casini regarding SRO Memorandum of Understanding negotiations.
07/18/2022	N. Sieira Millan	0.5	Telephone conference with E. Alexiades and K. Casini regarding SRO Memorandum of Understanding.
07/19/2022	N. Sieira Millan	1.0	Telephone conference with E. Alexiades regarding Board governance matters; telephone conference with M. Wilcox regarding same; attention to Board policy matters.
07/20/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding SRO Memorandum of Understanding matters.
07/21/2022	N. Sieira Millan	0.8	Strategy conference with W. Battey, E. Alexiades and M. Wilcox regarding SRO negotiations; correspondence with K. Casini regarding update.
07/22/2022	N. Sieira Millan	0.7	Review Board's report concerning SRO program; draft SRO Agreement; correspondence with M. Wilcox regarding all matters; telephone conference with I. Tracey regarding Board governance matters.
08/02/2022	N. Sieira Millan	0.2	Attention to SRO Memorandum of Understanding matters; correspondence with negotiations committee regarding same.
08/04/2022	T. Mooney	1.1	Telephone conference with Y. Rivera regarding Superintendent evaluation; prepare for and attend Board meeting to discuss evaluation procedures.
08/04/2022	N. Sieira Millan	1.3	Telephone conference with L. Mack regarding Board governance matters; telephone conference with E. Alexiades regarding SRO Memorandum of Understanding, transportation matters and Board governance matters; develop strategy regarding all matters; follow-up call with E. Alexiades regarding transportation matter.
08/09/2022	N. Sieira Millan	0.1	Correspondence with E. Alexiades regarding MPP matters.
08/10/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding Memorandum of Understanding matters.
08/11/2022	N. Sieira Millan	0.2	Multiple emails with I. Tracey regarding matters related to SRO Memorandum of Understanding.
08/15/2022	N. Sieira Millan	1.4	Strategy conference with I. Tracey and administrative team regarding SRO language.



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08/17/2022	T. Mooney	0.4	Telephone conference with Y. Rivera regarding Superintendent evaluation process; telephone conference with Board members regarding evaluation procedures.
08/19/2022	N. Sieira Millan	0.3	Telephone conference with T. Lamb regarding background check statutes.
08/29/2022	T. Mooney	0.2	Telephone conference with E. Alexiades regarding school construction, location of adult education facility.
08/30/2022	N. Sieira Millan	0.1	Correspondence with L. Rizzo-Stowe regarding labor conference matters.
09/01/2022	T. Mooney	0.4	Telephone conference with I. Tracey regarding access to school for students without health assessments, related review of legal authority and related correspondence, telephone conference with E. Alexiades regarding same.
09/08/2022	T. Mooney	0.3	Telephone conference with Y. Rivera regarding evaluation procedures; related review of contract, related correspondence with Y. Rivera.
09/12/2022	T. Mooney	0.2	Correspondence with E. Alexiades regarding evaluation documents, related telephone conference.
09/13/2022	T. Mooney	0.2	Telephone conference with J. Elicker regarding search process.
09/21/2022	T. Mooney	0.8	Prepare for and attend conference with Y. Rivera and J. Elicker regarding superintendent search process.
09/22/2022	T. Mooney	0.3	Correspondence with Y. Rivera regarding posting of meeting; related correspondence regarding statutory citations.
09/24/2022	T. Mooney	1.2	Draft memorandum regarding superintendent search process.
09/27/2022	T. Mooney	2.1	Prepare for and attend executive session regarding search, evaluation; related correspondence with Y. Rivera, E. Alexiades.
10/6/2022	T. Mooney	0.7	Review RFP for Superintendent Search, related correspondence with E. Alexiades.
10/24/2022	T. Mooney	0.5	Correspondence with Y. Rivera regarding authority to call remote meetings, related review of Bylaws, Robert's Rules; related review of additional information from E. Alexiades.
11/8/2022	T. Mooney	0.2	Telephone conference with E. Alexiades, M. Pinto regarding rededication of property from the Board of Education to the City.
11/9/2022	N. Sieira Millan	1.3	Attention to remote instruction and detailed review of pertinent legal authority; develop strategy regarding same.
11/22/2022	N. Sieira Millan	0.4	Telephone conference with E. Alexiades regarding Board governance matters generally.
12/19/2022	T. Mooney	0.2	Correspondence with I. Tracey, K. Hannans, M. Finley regarding CTECS correspondence related to admission to school; related correspondence with S. Scott.
01/05/2023	N. Sieira Millan	0.5	Telephone conference and correspondence with R. Johnson regarding Board governance matters related to agenda; telephone conference with I. Tracey regarding meeting with fiscal authority; telephone conference with M. Gormany regarding meeting with fiscal authority and related next steps.

Legal Matter Tracking

31 – General Consultation of Educational Matters

Summary

Name	Position	Hours	Rate	Total
T. Mooney	Partner	8.8	\$350	\$3,080
N. Sieira Millan	Associate	10.6	\$350	\$3,710
			TOTAL	\$6,790.00

Date	Name	Hours	Description
07/07/2022	N. Sieira Millan	0.3	Attention to SRO negotiations; telephone conference with M. Wilcox regarding strategy; correspondence with K. Casini regarding next steps.
07/13/2022	N. Sieira Millan	0.1	Attention to correspondence from M. Wilcox regarding SRO Memorandum of Understanding.
07/14/2022	N. Sieira Millan	0.2	Correspondence with W. Battey and K. Casini regarding SRO Memorandum of Understanding negotiations.
07/18/2022	N. Sieira Millan	0.5	Telephone conference with E. Alexiades and K. Casini regarding SRO Memorandum of Understanding.
07/19/2022	N. Sieira Millan	1.0	Telephone conference with E. Alexiades regarding Board governance matters; telephone conference with M. Wilcox regarding same; attention to Board policy matters.
07/20/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding SRO Memorandum of Understanding matters.
07/21/2022	N. Sieira Millan	0.8	Strategy conference with W. Battey, E. Alexiades and M. Wilcox regarding SRO negotiations; correspondence with K. Casini regarding update.
07/22/2022	N. Sieira Millan	0.7	Review Board's report concerning SRO program; draft SRO Agreement; correspondence with M. Wilcox regarding all matters; telephone conference with I. Tracey regarding Board governance matters.
08/02/2022	N. Sieira Millan	0.2	Attention to SRO Memorandum of Understanding matters; correspondence with negotiations committee regarding same.
08/04/2022	T. Mooney	1.1	Telephone conference with Y. Rivera regarding Superintendent evaluation; prepare for and attend Board meeting to discuss evaluation procedures.
08/04/2022	N. Sieira Millan	1.3	Telephone conference with L. Mack regarding Board governance matters; telephone conference with E. Alexiades regarding SRO Memorandum of Understanding, transportation matters and Board governance matters; develop strategy regarding all matters; follow-up call with E. Alexiades regarding transportation matter.
08/09/2022	N. Sieira Millan	0.1	Correspondence with E. Alexiades regarding MPP matters.
08/10/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding Memorandum of Understanding matters.
08/11/2022	N. Sieira Millan	0.2	Multiple emails with I. Tracey regarding matters related to SRO Memorandum of Understanding.
08/15/2022	N. Sieira Millan	1.4	Strategy conference with I. Tracey and administrative team regarding SRO language.



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08/17/2022	T. Mooney	0.4	Telephone conference with Y. Rivera regarding Superintendent evaluation process; telephone conference with Board members regarding evaluation procedures.
08/19/2022	N. Sieira Millan	0.3	Telephone conference with T. Lamb regarding background check statutes.
08/29/2022	T. Mooney	0.2	Telephone conference with E. Alexiades regarding school construction, location of adult education facility.
08/30/2022	N. Sieira Millan	0.1	Correspondence with L. Rizzo-Stowe regarding labor conference matters.
09/01/2022	T. Mooney	0.4	Telephone conference with I. Tracey regarding access to school for students without health assessments, related review of legal authority and related correspondence, telephone conference with E. Alexiades regarding same.
09/08/2022	T. Mooney	0.3	Telephone conference with Y. Rivera regarding evaluation procedures; related review of contract, related correspondence with Y. Rivera.
09/12/2022	T. Mooney	0.2	Correspondence with E. Alexiades regarding evaluation documents, related telephone conference.
09/13/2022	T. Mooney	0.2	Telephone conference with J. Elicker regarding search process.
09/21/2022	T. Mooney	0.8	Prepare for and attend conference with Y. Rivera and J. Elicker regarding superintendent search process.
09/22/2022	T. Mooney	0.3	Correspondence with Y. Rivera regarding posting of meeting; related correspondence regarding statutory citations.
09/24/2022	T. Mooney	1.2	Draft memorandum regarding superintendent search process.
09/27/2022	T. Mooney	2.1	Prepare for and attend executive session regarding search, evaluation; related correspondence with Y. Rivera, E. Alexiades.
10/6/2022	T. Mooney	0.7	Review RFP for Superintendent Search, related correspondence with E. Alexiades.
10/24/2022	T. Mooney	0.5	Correspondence with Y. Rivera regarding authority to call remote meetings, related review of Bylaws, Robert's Rules; related review of additional information from E. Alexiades.
11/8/2022	T. Mooney	0.2	Telephone conference with E. Alexiades, M. Pinto regarding rededication of property from the Board of Education to the City.
11/9/2022	N. Sieira Millan	1.3	Attention to remote instruction and detailed review of pertinent legal authority; develop strategy regarding same.
11/22/2022	N. Sieira Millan	0.4	Telephone conference with E. Alexiades regarding Board governance matters generally.
12/19/2022	T. Mooney	0.2	Correspondence with I. Tracey, K. Hannans, M. Finley regarding CTECS correspondence related to admission to school; related correspondence with S. Scott.
01/05/2023	N. Sieira Millan	0.5	Telephone conference and correspondence with R. Johnson regarding Board governance matters related to agenda; telephone conference with I. Tracey regarding meeting with fiscal authority; telephone conference with M. Gormany regarding meeting with fiscal authority and related next steps.

Legal Matter Tracking

40 – Business Contracts

Summary

Name	Position	Hours	Rate	Total
T. Mooney	Partner	1.4	\$350	\$490
L. Asklof	Partner	1.7	\$350	\$595
C. Tracey	Counsel	6.2	\$350	\$2,170
D. Braun	Counsel	0.4	\$350	\$140
			TOTAL	\$3,395

Date	Name	Hours	Description
09/09/2022	T. Mooney	1.4	Correspondence with L. Robertson, A. Bellach, C. Tracey regarding expedited review of contract for mental health services; related telephone conference and correspondence with I. Tracey regarding proposed agreement.
09/09/2022	C. Tracey	5.9	Review and revise agreement with C. Beers; multiple conference calls regarding same; develop strategy; conduct research.
09/13/2022	C. Tracey	0.1	Correspondence related to C. Beers agreement.
09/14/2022	C. Tracey	0.2	Attention to correspondence regarding C. Beers agreement.
09/20/2022	L. Asklof	0.6	Telephone discussion with T. Lamb about RFP for transportation contract.
09/21/2022	L. Asklof	0.5	Communicate with C. Tracey relative to the drafting of a RFP for transportation.
10/04/2022	L. Asklof	0.4	Exchange emails with T. Lamb related to transportation RFP; exchange emails with D. Braun regarding same.
10/07/2022	L. Asklof	0.2	Address question raised by E. Alexiades search firm RFP.
10/11/2022	D. Braun	0.2	Review transportation RFPs to prepare for upcoming documentation.
10/13/2022	D. Braun	0.2	Correspondence with R. Lamb regarding transportation RFP; attention to issues regarding timeline regarding same.



NEW HAVEN PUBLIC SCHOOLS

Legal Matter Tracking

66 – ADA Complaint A. Walder

Summary

Name	Position	Hours	Rate	Total
P. Murphy	Partner	0.2	\$350	\$70.00
N. Sieira Millan	Associate	5.4	\$350	\$1,890.00
			TOTAL	\$1,960.00

Date	Name	Hours	Description
10/12/2022	P. Murphy	0.1	Assess service issues for discovery requests to CHRO and A. Walder.
10/12/2022	N. Sieira Millan	0.4	Develop strategy regarding interrogatories.
10/13/2022	P. Murphy	0.1	Review final request for production to be issued to CHRO and A. Walder.
10/26/2022	N. Sieira Millan	5.0	Prepare for CHRO settlement conference by reviewing notes and Corporation Counsel records; represent Board at settlement conference; multiple conferences with I. Tracey regarding same; multiple emails with M. Duprey and E. Alexiades regarding Charter provisions and related approval processes.



NEW HAVEN PUBLIC SCHOOLS

Legal Matter Tracking

58 – Charge Dispute for SPED Services

Summary

Name	Position	Hours	Rate	Total
T. Mooney	Partner	3.8	\$350	\$1,330.00
			TOTAL	\$1,330.00

Date	Name	Hours	Description
07/11/2022	T. Mooney	2.3	Review materials regarding special education charges by Booker T. Washington Academy, related telephone conference with T. Jackson to prepare for conference call; conference call with K. Roy, M. Sommaruga, J. Taylor, T. Jackson; follow up call with T. Jackson.
07/14/2022	T. Mooney	0.2	Correspondence with T. Jackson regarding BTWA proposed meeting with the State Department of Education.
07/18/2022	T. Mooney	0.2	Correspondence with K. Roy regarding proposed meeting with the State Department of Education.
08/02/2022	T. Mooney	0.3	Correspondence to P. King regarding dispute, next steps.
08/06/2022	T. Mooney	0.5	Correspondence to P. King regarding need for counsel in reimbursement dispute with Booker T. Washington Academy.
11/26/2022	T. Mooney	0.3	Review correspondence and attachments from Connecticut State Department of Education regarding claimed charges for special education services at Charter School, related correspondence with M. McKean, related correspondence T. Jackson.

Legal Matter Tracking

63 – 2022 SRO MOU Negotiations

Summary

Name	Position	Hours	Rate	Total
N. Sieira Millan	Associate	2.3	\$350	\$805.00
			TOTAL	\$805.00

Date	Name	Hours	Description
09/01/2022	N. Sieira Millan	0.5	Finalize MOU; conduct legal research regarding crisis intervention teams; correspondence with negotiations committee regarding same.
09/02/2022	N. Sieira Millan	0.1	Communication with E. Alexiades regarding MOU matters.
09/06/2022	N. Sieira Millan	0.7	Telephone conference with E. Alexiades regarding draft; telephone conference with M. Wilcox regarding same; communications with K. Casini regarding first draft of SRO MOU.
09/27/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding negotiation matters.
10/06/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding MOU matters.
11/08/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding status of negotiations.
11/15/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding negotiations update.
11/30/2022	N. Sieira Millan	0.3	Attention to negotiation matters; review counterproposals; correspondence with M. Wilcox regarding next steps.
12/01/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding negotiation matters.
12/07/2022	N. Sieira Millan	0.1	Correspondence with K. Casini regarding revisions to MOU.
01/25/2023	N. Sieira Millan	0.1	Correspondence with P. King regarding SRO negotiations



NEW HAVEN PUBLIC SCHOOLS

Legal Matter Tracking

48 – FOIA Complaints

Summary

Name	Position	Hours	Rate	Total
N. Sieira Millan	Associate	.6	\$350	\$210
			TOTAL	\$210

Date	Name	Hours	Description
07/18/2022	N. Sieira Millan	0.6	Review Freedom of Information Act complaint; correspondence and strategy conference with L. Mack and T. Bonner regarding strategy; correspondence and telephone conference with E. Alexiades regarding same.

The Enrollment and Handling Non-Resident School Age Students

Defining Resident and Non-Resident Students

I. Resident Students

- A. Children of school age as defined under CT general statute 10-184 who:
 - 1. Are not graduates of a high school or vocational school,
 - 2. Primarily reside in the City of New Haven with a parent or legal guardian who is a resident of the City of New Haven with the intent to remain indefinitely, and
 - 3. Are *bona fide* residents of New Haven entitled to school accommodations provided by the New Haven Public Schools without payment of tuition.
- B. A bona fide resident for purpose of this policy is defined as:
 - 1. Any child who is primarily residing with his or her parent who is a genuine resident of New Haven; or
 - 2. Any child who is primarily residing with a legally appointed guardian who is a bona fide resident of New Haven; or
 - 3. A legally emancipated minor or a child eighteen years of age or older who is primarily residing in New Haven with the intent to reside on a permanent basis.
- C. A resident with disabilities who is at least 3 years of age is entitled to receive educational services based on an Individual Education Program (IEP) designed by a Pupil Placement Team (PPT). Special education students are entitled to education services until the earlier of age 21 or graduation.
- D. Primary residence is defined as where the student is actually living.
- E. If the property on which a residence is located is situated partially in New Haven and partially in another town, and taxes are paid in both towns, the parents may choose to enroll their child in a New Haven Public Schools. New Haven Public Schools will not deny the child a free-public education so as proof of property taxes can be verified by the city's tax assessor.

II. Non-Resident Students

- A. Children of school age who are not residents of New Haven but who are legally residing with adult relatives or non-relatives who are bona fide residents of New Haven may be entitled to school accommodations provided by the New Haven Board of Education without payment of tuition provided that the child primarily resides in New Haven and the adult has legal custody of the child, according to Connecticut General Statutes Section 10-253: and the residency provision:
 - 1. Is to be permanent. For the purpose of this policy, the term "permanent" shall be defined as the intent by the non-resident student, the New Haven relative or non-

New Haven Public Schools

relative, and the student's parent or guardian, that said student intends to reside in New Haven indefinitely;

2. Is provided by the New Haven relative or non-relative without payment (any monetary remuneration for the support of the student) or compensation of any type by the child's parent or legal guardian; and
3. Is **not** for the sole purpose of attending New Haven Public Schools.

The Superintendent or their appointed designee shall require that affidavits be executed by both the child's parent or legal guardian and the New Haven relative or non-relative attesting to the child's residence in New Haven. The Superintendent or their appointed designee may also require any other supporting documentation as she/he deems necessary.

New Haven Public Schools exists to serve the residents of New Haven. The New Haven Board of Education recognizes that certain circumstances warrant consideration of non-residents as students. The following shall govern admittance of non-resident students:

- B. When a family moves from New Haven during the school year, a child enrolled at a non-Interdistrict Magnet School may be permitted to continue to attend the New Haven school he/she was attending for the remainder of the school year under the following terms and conditions and at the discretion of the Superintendent or their appointed designee:
 1. During the final marking period, a New Haven school-aged resident who is enrolled in the eighth grade or the 12th grade of high school may be permitted to complete the remainder of the school year, tuition free, within the discretion of the Superintendent or their appointed designee ;
 2. In all cases where a student continues in attendance in the New Haven public schools after his/her family moves from New Haven, transportation to and from New Haven must be provided by the family.
- C. Children who are citizens of a foreign country who reside in New Haven and who first receive approval by the Superintendent or their appointed designee , may be permitted to attend the New Haven Public Schools in accordance with the requirements of state and federal law. Tuition for attendance by foreign students may be assessed as permitted by state and/or federal law.
- D. Any student not affected by Section II (B) or (C) stated above, may be assessed at a tuition rate equal to the Minimum Expenditure Requirement (MER) as published by the State Department of Education for the fiscal year commencing July 1.
- E. Students who are considered to be homeless under the McKinney-Vento Homeless Assistance Act shall be permitted to attend the New Haven Public Schools in accordance with state and federal law, and New Haven Board of Education Policy 5118.1.

New Haven Public Schools

- F. The Superintendent or their appointed designee shall make the decision regarding the residency status of any child. At the end of each school year, the Superintendent or their appointed designee will review the status of non-resident children enrolled pursuant to this policy for approval or denial of the following school year.
- G. The Superintendent shall require that parents or guardians of a child provide an appropriate proof of residency in New Haven prior to enrollment of their child in New Haven Public Schools. The Superintendent shall also require that parents or guardians of a child already enrolled in the New Haven Public Schools provide appropriate proof of residency in New Haven when there is:
1. Change of residence address;
 2. Return of school mailing by the U.S. Postal Service because addressee unknown at the address given to the school;
 3. Report of non-resident status of student enrolled in New Haven; and
 4. Any other indications of non-residency.

Upon the suspicion of non-residency, the Superintendent or their designee may request an investigation, which may include:

1. Study of documentation previously submitted by parent/guardian;
2. Requirement to submit documents verifying a residency;
3. An investigation of tax records to determine residency; and
4. Additional investigation if deemed necessary.

H. If after a careful review of available evidence, the Superintendent of Schools or his/her designee believes a student is not entitled to attend local schools, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older shall be informed in writing that, as of a particular date, the student may no longer attend local schools, and the Superintendent shall notify the Board of Education, (if known), where the child should attend school. If after review district residency is established by the evidence, the parent or guardian, the student if an emancipated minor, or a student eighteen (18) years of age or older shall be so informed.

I. If a student is removed from a district school for residency reasons the Superintendent of Schools or his/her designee shall: 1) inform the parent, guardian, emancipated minor, or student eighteen (18) years of age or older of hearing rights before the Board of Education and that the student/s may continue in local schools pending a hearing before the Board of Education if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older 2) that upon request, a transcript of the hearing will be provided 3) that a local Board of Education decision may be appealed to the State Board and that the student/s may continue in local schools pending a hearing before the State Board if requested in writing by the parent, guardian, emancipated minor, or student eighteen (18) years of age or older 4) that if the appeal to the State Board of Education is lost, a per diem tuition will be assessed for each day a student attended local schools when not eligible to attend.

New Haven Public Schools

J. In the event it is determined by the Superintendent of Schools that a child is not a legal resident of New Haven and is not entitled to be provided free school accommodations by the New Haven Public Schools, the parent or guardian of the child or the legally emancipated minor or child over the age of eighteen (18) shall be notified in writing pursuant to Connecticut General Statutes Section 10-186 that they have a right to request a hearing before the New Haven Board of Education, or a committee of the Board, regarding this issue. The district may appoint an impartial hearing board of one or more persons to conduct this hearing on behalf of the Board, in accordance with Connecticut General Statutes Section 10-186(b)(1). The Superintendent shall have the discretion to appoint an impartial hearing officer as directed from time to time by the Board.

K. Upon written request, the Board of Education shall provide a hearing within ten (10) days after receipt of such request. If there is a hearing, the Board shall make a stenographic record or tape recording of the hearing; shall make a decision on student eligibility to attend local schools within ten (10) days after the hearing; and shall notify the parent, guardian, emancipated minor, or student eighteen (18) years of age or older of its findings. Hearings shall be conducted in accordance with the provisions of Sections 4-177 to 4-180 inclusive of Connecticut General Statutes.

The Board shall, within ten (10) days after receipt of notice of an appeal, forward the hearing record to the State Board of Education.

L. In the event it is determined that a child is not legally entitled to be provided school accommodation by the New Haven Board of Education without the payment of tuition, the New Haven Board of Education may, pursuant to Connecticut General Statutes Section 10-186, assess the child's parent or guardian for tuition for that period of time that the child was not legally entitled to attend the New Haven Public Schools and may seek civil remedies to collect any unpaid assessments of tuition.