



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, May 3, 2021

MINUTES

VIRTUAL MEETING

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway

Staff: Dr. Iline Tracey, Mr. Phillip Penn, Dr. Paul Whyte, Ms. Patricia DeMaio, Ms. Michele Bonanno, Ms. Cynthia Scheetz, Ms. Typhanie Jackson, Ms. Gemma Joseph Lumpkin, Ms. Michelle Bonora, Mr. Joseph Barbarotta, Ms. Keisha Redd Hannans, Attorney Elia Alexiades
Closed Captioner

Call to Order: Mr. Wilcox called the meeting to order at 4:31 p.m.

Summary of Motions:

1. **Motion to Table Item #6 Agreement:** A motion by Mr. Wilcox, seconded by Ms. Rivera to **Table Item #6 Amendment #1 to Agreement with Tinley, Renehan & Dost LLP**, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.
2. **Motion to Recommend Approval:** A motion by Mr. Wilcox, seconded by Ms. Rivera to Recommend Approval of 3 Abstracts, 6 Agreements and 4 Contracts, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.
3. **Motion to Amend Finance & Operations Committee Meeting Calendar:** A motion by Mr. Wilcox, seconded by Ms. Rivera, to amend the Finance & Operations Committee Calendar by changing meeting dates from July 5, 2021 to July 6, 2021, and September 8, 2021 to September 7, 2021, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.
4. **Motion to Adjourn:** A motion by Ms. Rivera, seconded by Mr. Conaway to adjourn the meeting at 5:50 p.m., passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY & ACTION ITEMS:

A. **INFORMATION ONLY:** The Committee did not have questions about the following Information Only Items approved by the Superintendent:

1. **Superintendent Approved:** Agreement with Amy Melillo-Ruocco, LSW, to provide 4 days of social and emotional support to students of All Saints Catholic Academy, from May 17, 2021 to June 10, 2021, in an amount not to exceed \$1,500.00.
Funding Source: ESSERF Program **Acct. #2550-6342-56697-NP23**

2. **Superintendent Approved:** Agreement with UCLA to serve as the evaluator for the Magnet School Assistance Program, from May 10, 2021 to June 30, 2021 in an amount not to exceed \$15,000.00.
Funding Source: Magnet 17-22 Program **Acct.#** 2517-6251-56680-0000
3. **Superintendent Approved:** Agreement with National SAM Innovation Project, (SAM), to provide a cloud based software of tools and resources, including professional development support for school leaders, from January 4, 2021 to June 30, 2021 in an amount not to exceed \$9,000.00.
Funding Source: Wallace Foundation Grant Program **Acct. #**190-454-00-56694

B. ABSTRACTS

1. **Recommend Approval:** After-School FIRST Robotics Competition Program, in the amount of \$5,600.00 for July 1, 2020 to June 30, 2021 was presented by Ms. Scheetz who explained that the competition was canceled due to Covid, but that funds were used to purchase a 3-D printer for future competitions...
Funding Source: Connecticut State Department of Education
2. **Recommend Approval:** Elementary and Secondary School Emergency Relief Fund, (ESSER II) in the amount of \$26,119,251.00 for May 2020 to September 2023 was presented by Ms. Redd-Hannans who, in response to questions, explained that the amount indicated is year 1 funding, not the full award for the multi-year grant. Committee members asked that the total funding and year 1 funding be included for the Board of Education meeting. **Funding Source:** Connecticut State Department of Education
3. **Recommend Approval:** FASFA Challenge in the amount of \$10,520.00 for July 1, 2020 to June 30, 2021 was presented by Ms. Jackson. **Funding Source:** Connecticut State Department of Education

C. AGREEMENTS:

1. **Recommend Approval:** Amendment #1 to Agreement #95034620 All Pointe Home Care, LLC to change the Agreement start date from March 9, 2021 to February 23, 2021, and to increase the number of hours per day from 7 hours by 1 hour, to 8 hours per day, and to increase the funding amount from \$24,500.00 by \$7,500.00 to \$32,000.00, was presented by Ms. Jackson.
Funding Source: IDEA Program **Acct. #**2504-5034-56903-00
2. **Recommend Approval:** Amendment #1 to Agreement #96293542 with The Kids Kraze to reduce the Agreement amount from \$60,000.00 by \$55,904.00 to \$4,096.00 due to the Covid 19 impact on programming was presented by Ms. Joseph Lumpkin on behalf of Mr. David Diah.
Funding Source: Commissioner's Network – Wexler Program **Acct. #** 2547-6293-56694-0032
3. **Recommend Approval:** Amendment #1 to Agreement #95326627 with Ready, Inc. to expand the program from serving students in grades 2-8 at Wexler/Grant by adding grades K-1st grades for a total service of grades K-8 and, to increase funding of \$20,000.00 by \$10,500.00 to \$30,500.00 for service to ten additional students was presented by Ms. Joseph Lumpkin who answered committee questions.
Funding Sources:
21st Century Carryover Program **Acct. #** 2579-6345-56694-0032 (\$ 8,750.00)
Extended School Hours Program **Acct. #** 2579-5326-56694-0000 (\$11,250.00)
Commissioner's Network Program **Acct. #** 2547-6293-56694-0032 (\$10,500.00)

4. **Recommend Approval:** Amendment #2 to Grant Agreement with School Based Health Center from Connecticut Department of Public Health to increase grant funding amount of \$1,340,682.00 by \$3,912.00 to \$1,344,594.00 for the remaining three years of the grant was presented by Ms. DeMaio on behalf of Ms. Sue Peters. **Funding Source:** School Based Health Center Program **Acct. #** 2512-5124
5. **Recommend Approval:** Agreement with Lisa Rodriguez to provide Hillhouse High School with the JROTC program, from July 1 2020 to June 30, 2021, in an amount not to exceed \$92,699.81 was presented by Ms. Redd-Hannans who answered committee questions. Mr. Penn and Ms. Redd-Hannans confirmed that the U.S. Army reimburses the district for half of the contractor salary.
Funding Source: 2020-2021 Operating Budget **Acct. #** 190-43362-50135
6. **TABLED:** Amendment #1 to Agreement A20-0100 with Tinley, Renehan & Dost. LLP for Legal Services, to increase amount from \$14,000.00 by \$10,914.50 to \$24,917.50 was presented by Attorney Alexiades.
Discussion: Committee members expressed concern that the contractor exceeded the “not to exceed” amount of the original Agreement without prior Board of Education approval. They also expressed concern about the amendment amount. A discussion ensued. Committee members concurred that the Amendment should be further reviewed by staff to verify costs and renegotiated if possible. The Amendment will be resubmitted for final review by the Committee at the May 17, 2021 Finance & Operations Committee meeting.
Motion: A motion by Mr. Wilcox, seconded by Ms. Rivera to **Table Item #6 Amendment to Agreement with Tinley, Renehan & Dost LLP**, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes
7. **Recommend Approval:** Agreement with Svigals & Partners for Long-Term Facilities Study from May 1, 2021 to June 30, 2022, in an amount not to exceed \$395,000.00 was presented by Mr. Penn who explained the review process for selecting the contractor which included interviews and a review of various reports the company can produce. He explained that the study will take approximately six months to complete. Mr. Wilcox noted that the topic will be added to the City-wide Building Stewardship Committee.
Funding Source: Alliance Grant **Acct. #**25476106-56694

D. CONTRACTS:

1. **Recommend Approval:** Change Order #2 to Contract # 21632B-2-2 with Biosvert Plumbing Services LLC for On-Call HVAC Repairs to increase amount from \$400,000.00 by \$150,000.00 to \$550,000.00 was presented by Mr. Barbarotta.
Funding Source: Capital Projects **Acct. #**3C202074-58728
2. **Recommend Approval:** Change Order #2 to Contract #21632A-2-2 with Tucker Mechanical Services, LLC for On-Call HVAC Repairs to increase amount from \$400,000.00 by \$150,000.00 to \$550,000.00 was presented by Mr. Barbarotta.
Funding Source: Capital Projects **Acct. #**3C202074-58708

Discussion of Items #D1 and D2: Mr. Barbarotta explained that the increases are for cooling system start-up and preparations, after budgeted amounts were spent on filters and heating due to Covid. Mr. Penn noted that the Covid grants have reimbursed the Capital Accounts as much as possible, allowing funds for the cooling system start-ups. Mr. Conway asked if it is possible to budget for these expenses rather than submitting Change Orders. Mr. Penn explained that he and the City have discussed the potential of

combining or merging various line item accounts within the Capital Fund into a “Repair” line item, which would provide flexibility for unanticipated expenses without exceeding the line item budget. In response to questions, Mr. Barbarotta explained that there are two contractors in order to provide adequate coverage for work at multiple locations.

- 3. **Recommend Approval:** Change Order #1 to Contract #21678-1-4 with Encore Holdings, LLC for On-Call Fire Alarms and Inspection Services to increase from \$150,000.00 by \$125,000.00 to \$275,000.00 was presented by Mr. Barbarotta.

Funding Source: Capital Projects **Acct. #3C202071-58101**

- 4. **Recommend Approval:** Change Order #1 to Contract #21680-1-4 with Encore Holdings, LLC for On-Call Sprinkler Services to increase from \$150,000.00 by \$125,000.00 to \$275,000.00 was presented by Mr. Barbarotta.

Funding Source: Capital Projects **Acct. #3C202071-58101** (\$150,000.00)
 Capital Projects **Acct. #3C181890-58101** (\$8,525.51)
 Capital Projects **Acct. #3C202071-58101** (\$92,441.51)
 Capital Projects **Acct. #3C191983-58101** (\$24,032.98)

Discussion: Regarding Items # 3 and #4: Mr. Barbarotta explained that 20 panels are at end of lifecycle and must be replaced. In addition, he explained that the State requires a 10-year inspection and testing.

II. DISCUSSION:

- **Amended Finance & Operations Committee Calendar:** Ms. DeMaio explained that the current calendar contains two errors: the July 5, 2021 meeting is scheduled on a legal holiday and the September 8, 2021 date reflects the Rosh Hashanah holiday. The Amended Calendar presented moves the July 5, 2021 meeting to Tuesday, July 6, 2021, and the September 8, 2021 meeting date was moved back to Tuesday, September 7, 2021.
Motion: A motion by Mr. Wilcox, seconded by Ms. Rivera, to amend the Committee Calendar, changing meeting dates from July 5, 2021 to July 6, 2021, and September 8, 2021 to September 7, 2021, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.
- **Grant Win/Loss Report:** Mr. Penn reviewed details of the report. He explained that while some of the grants were anticipated, the grant writer, Ms. Lauren Strillacci, has also focused on new grant opportunities for the District which has created new funding opportunities. A discussion ensued.
No motion was made and no vote was taken.
- **Food Service Deficit:** Mr. Penn reported that Mr. Michael Gormany asked that the Committee table the item until next meeting.
No motion was made and no vote was taken.
- **Series 3000-3339 Business – Non-Instructional Operations Policies:** Mr. Wilcox led a discussion on a policy review process. Committee members discussed the potential of creating a sub-committee to provide a page by page review. It was recommended that the subcommittee include staff related to particular policies associated with their departments. They also discussed utilizing CABE services and policies, as well as Shipman and Goodwin, who have created model policies available to the district. Staff will follow-up with CABE and Shipman & Goodwin for pricing

comparisons.

No motion was made and no vote was taken.

Adjournment: A motion by Ms. Rivera, seconded by Mr. Conaway to adjourn the meeting at 5:50 p.m., passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes

Respectfully submitted,

Patricia A. DeMaio