



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, November 15, 2021

MINUTES

Present: Mr. Matthew Wilcox, Ms. Yesenia Rivera, Mr. Larry Conaway
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Dr. Michael Finley, Mr. Thomas Lamb, Ms. Linda Hannans, Ms. Salina Manning, Ms. Keisha Redd-Hannans, Ms. Typhanie Jackson, Ms. Gemma Joseph Lumpkin, Mr. Joseph Barbarotta, Mr. Justin Harmon, Ms. Sue Peters, Ms. Mary Derwin, Ms. Toni Walker, Ms. Michelle Bonaro

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

Summary of Action Item Motions:

Motion to Recommend Approval: A motion by Mr. Wilcox, seconded by Ms. Rivera, to **Recommend Approval of 2 Abstracts, 1 Head Start Waiver, 1 Agreement, and 1 Change Order**, passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

A. INFORMATION ONLY:

1. Agreement with Hearst Communications, Inc., to provide an email advertising campaign, Facebook advertising and streaming audio/Spotify advertising about HSC to targeted audience of parents, in compliance with Federal Magnet School grant requirements, from December 14, 2021 to March 31, 2022, in an amount not to exceed \$10,500.00.
Funding Source: Magnet School Assistance Program **Acct. #**2517-6255-56694-0066
Presenter: Ms. Cari Strand **Document Link:** Hearst
2. Agreement with Flow Tech, Inc. to provide Aircuity Annual Maintenance Service to MBA for the period of December 1, 2021 to November 30, 2022, in an amount not to exceed \$6,750.00.
Funding Source: Capital Projects **Acct. #**3C20-2071-58101
Presenter: Mr. Joseph Barbarotta **Document Link:** FlowTech_IO

B. ABSTRACT:

1. New Haven School Readiness Supplemental Administrative Funds, in the amount of \$120,468.00 for July 1, 2021 to June 30, 2022.
Funding Source: Connecticut Office of Early Childhood (OEC)
Presenter: Ms. Denise Duclos **Document Link:** OEC
Discussion: Dr. Tracey states the money is coming in and is a great opportunity. Mr. Wilcox inquires about the position posting that is noted in the abstract. Dr. Tracey states that Ms. Duclos is retiring so the vacant position is referring to her retirement.
2. Title IVA – Student Support and Academic Enrichment Grant in the amount of \$767,870.00 (\$726,239.18 Public and \$41,630.82 Non-Public), for July 1, 2021 to June 30, 2022.
Funding Source: Connecticut State Department of Education
Presenter: Ms. Jessica Haxhi **Document Link:** TitleIVA

C. HEAD START WAIVER:

1. Authorization from the New Haven Board of Education to apply to the Department of Children and Families, Office of Head Start for a Non-Federal Share Waiver for Head Start Grant # 01CH0190503 in the amount of 34,364.49, retroactive for Fiscal Year 2021, due to Covid related reduced operational and facilities expenses during remote operations.

Presenter: Ms. Mary Derwin

Document Link: Waiver

Discussion: Mr. Conaway inquired what the waiver was for and if Ms. Derwin could elaborate on what the costs are to the District. Ms. Derwin states the waiver is needed for the District to receive retroactive funds from last year, and verbally the Dept. have said they will approve this. Federal Funds cover ~80% and the District covers the ~20%. Mr. Wilcox requests a short memo that provides more information on what the waiver is and what it will do financially for the district.

D. AGREEMENTS:

1. Agreement with Cornell-Scott Hill Health Center, to establish, equip and staff a school-based health and dental clinic at the Dr. Reginald Mayo Early Learning School, from December 1, 2021 to June 30, 2022, in an amount not to exceed \$200,000.

Funding Source: Head Start American Rescue Plan Program

Acct. #: 2532-6371-54411-0443 (\$100,000.00)

2532-6371-56694-0443 (\$100,000.00)

Presenter: Ms. Mary Derwin/Ms. Sue Peters

Document Link: CornellScott

Discussion: Mr. Wilcox inquires about the not to exceed amount of \$200,000.00 and what that will cover concerning the initial set up and need of equipment. Ms. Derwin states the equipment is \$95,000.00 but will be purchased through Cornell Scott since they have the expertise about the needs of the clinic. Mr. Wilcox asks if the estimated costs will be to sustain the clinic yearly. Ms. Peters states startup costs are always initially a lot especially the dental equipment and supplies. However, we will not know the average upkeep until the clinic levels off about two to three years before it can be sustainable. Mr. Wilcox asks if there is a potential start date, or timeline. Ms. Peters states they've already been in the talks with the for months and they are ready, they have applied for licensure and once the contract is signed they can start purchasing equipment. Which if all goes well by January 2022.

E. CHANGE ORDERS:

1. Change Order #1 to contract with Kone Elevator Inc. to increase funding amount of \$215,000.00 by \$32,249.66 to \$247,249.66.

Funding Source: Capital Projects

Acct. #3C202071-58101

Presenter: Mr. Joseph Barbarotta

Document Link: Kone_CO1

Discussion: Mr. Wilcox asks about the length of time the elevator at the school will be out of service. Mr. Barbarotta stated that it would be a couple of weeks. Currently at the school, there is a child on crutches and they have been in contact with the school, which they were able to arrange for until it is resolved.

I. DISCUSSION:

- **October 2021 Financial Report:** Ms. Hannans presented the budget report noting that it represents the period through October 31 of the fiscal year. The projections we hope to have available next month, as we are still receiving invoices still coming in, we should have an accurate picture at that time. Ms. Hannans indicated that the District is waiting for grant approvals from the State once the Federal Government releases funds with a couple still pending. A discussion ensued. **No motion was made and no vote was taken.**
- **Financial Implications of Adult Ed. Lease:** Mr. Lamb states that he and Ms. Hannans had a discussion regarding the lease in the confines of the Adult Ed. Grant to cover the increase.

However, he wants to add Taxes were previously paid as a pass thru which amounted to ~\$100,000.00 which was an additional cost to us which has been removed. As well as the additional funds, we were paying out for cleaning services. Alternatively, we would utilize our cleaning vendor Eco-Urban to clean the school as part of our existing cleaning services, which will reduce our cost by \$10,000.00. A discussion ensued. **No motion was made and no vote was taken.**

- **Transportation Update:** Mr. Jackson states we got the September and October bill which is being reviewed currently, against components of the contract to evaluate it. The bill is not an invoice, but after the review we should be able to provide more information by the next meeting.
- **Series 3000 Policies:** Mr. Wilcox asks Dr. Tracey if she selected a lead for these Policies. Mr. Wilcox asks the committee if there are any suggestions on which policies we should prioritize. He recommends that Section 3: Expenditures/Expending Authority should be one of the first ones the committee review. Mr. Lamb volunteers to be the lead on the policy revisions, since they are heavily utilized in Operations. **No motion was made and no vote was taken.**

Adjournment: A motion by Mr. Conaway, seconded by Ms. Rivera to adjourn the meeting at 5:27 p.m., passed unanimously by Roll Call Vote: Mr. Conaway, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Salina Manning