



NEW HAVEN PUBLIC SCHOOLS  
New Haven, Connecticut

**NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING**

**MINUTES**

**Tuesday, January 17, 2023**

**Present:** Mr. Matthew Wilcox, Dr. Orlando Yarborough  
**Staff:** Dr. Michael Finley, Dr. Paul Whyte, Ms. Patricia DeMaio  
Mr. Thomas Lamb, Ms. Keisha Redd-Hannans, Ms. Viviana Conner, Ms. Shubhra Gupta,  
Attorney Elias Alexiades, Ms. Rosalind Garcia, Mr. Pat DeLucia, Ms. Hyclis Williams,  
Mr. Pedro Mendia, Ms. Rebecca Hunt, Mr. Michael Gormany

**Call to Order:** Mr. Wilcox called the meeting to order at 4:33 p.m.

**Summary of Motions:**

1. **Motion to Recommend Approval of Action Items:** A motion by Mr. Wilcox, seconded by Dr. Yarborough, to Recommend Approval of 1 Abstracts and 23 Agreements and 5 Contracts, passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes
2. **Motion to Amend the Agenda:** A motion by Mr. Wilcox, seconded by Dr. Yarborough to amend the agenda, adding the Defining the Gap Update to the discussion, passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.
3. **Adjournment:** A motion by Ms. Rivera, seconded by Dr. Yarborough to adjourn the meeting at 6:30 p.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.

**I. INFORMATION ONLY & ACTION ITEMS:**

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

1. Agreement with Common Ground School to provide 8 field trips to Common Ground School for 18-27 students from Brennan-Rogers School, from February 14, 2023 to June 30, 2023, in an amount not to exceed \$8,640.00.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0021
2. Non-Financial Memorandum of Agreement with Grand Canyon University to provide students, families and staff to benefit from Grand Canyon University’s Learning, Leading and Serving programs, and provide reduced tuition for degree and certification programs, from January 10, 2023 to June 30, 2023.

**B. ABSTRACT:**

1. New Haven School Readiness Enrollment-based Grant, in the amount of \$862,080.00 for July 1, 2022 to September 30, 2023 was presented by Ms. Gupta, who answered questions about the grant. Mr. Wilcox

noted that the grant is a pass through for the District, and that the State and the New Haven Early Childhood Council, approve the centers funded through the grant.

Funding Source: CT State Office of Early Childhood

### C. AGREEMENTS:

1. Agreement with Leadership, Education and Athletics in Partnership, Inc., (LEAP) provide an after school literacy-based enrichment program for 245 students from 7 Title I School, Troup, Conte, F.A.M.E, King-Robinson, Clemente, Ross Woodward and Wexler Grant schools, from February 14, 2023 to June 30, 2023, in an amount not to exceed \$50,000.00 was presented by Ms. Connor. Dr. Yarborough expressed appreciation for the breakdown of services, as presented in the Agreement.

Funding Source: Title 1 Program

Acct. #2531-5265-56694-0000

**Items 2-21:** Ms. Gupta explained that the following Agreements are funded through the Enrollment grant, as previously presented. The grant provides additional funding for the centers, which were approved by the State and the New Haven Early Childhood Council.

2. Agreement with Auntie Rose Child Care and Development Center, to provide funding to support costs associated with provision of 37 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$35,520.00 was presented by Ms. Gupta.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

3. Agreement with All Our Children Academy, to provide funding to support costs associated with provision of 10 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$9,600.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

4. Agreement with Calvin Hill Day Care Center, to provide funding to support costs associated with provision of 10 early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$6,400.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

5. Agreement with Catholic Charities, to provide funding to support costs associated with provision of 164 full day/full year early childhood spaces at three locations, Centro San Jose Child Development Center, Catholic Charities Child Development Center and, St. Francis/St. Rose of Lima Child Development Center, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$157,440.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

6. Agreement with Creative ME, to provide funding to support costs associated with provision of 22 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$21,120.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

7. Agreement with Creating Kids at the Connecticut Children's Museum, to provide funding to support costs associated with provision of 9 school day/school year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$5,760.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

8. Agreement with Clifford W. Beers Child Guidance Clinic, Inc., to provide funding to support costs associated with provision of 44 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$42,240.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
9. Agreement with First Step Child Care and Learning Center, to provide funding to support costs associated with provision of 16 fully day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$15,360.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
10. Agreement with Friends Center for Children, to provide funding to support costs associated with provision of 60 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$57,600.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
11. Agreement with Leila Day Nurseries, Inc., to provide funding to support costs associated with provision of 18 full day and 4 part day/school year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$13,440.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
12. Agreement with Lulac Head Start, to provide funding to support costs associated with provision of 118 early childhood spaces at two locations, Lulac Head Start and Lulac Head Start Mill River Center, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$113,280.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
13. Agreement with Montessori School on Edgewood, to provide funding to support costs associated with provision of 31 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$29,760.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
14. Agreement with Morning Glory Early Learning Center, to provide funding to support costs associated with provision of 30 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$28,800.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
15. Agreement with New Haven Public Schools, to provide funding to support costs associated with provision of 142 full day/full year and 68 part day/school year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$123,520.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
16. Agreement with St. Aedan Preschool, to provide funding to support costs associated with provision of 69 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$66,240.00.  
Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442
17. Agreement with St. Andrew's Child Care Center, to provide funding to support costs associated with provision of 36 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount

not to exceed \$34,560.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

18. Agreement with The Little Schoolhouse, to provide funding to support costs associated with provision of 18 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$17,280.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

19. Agreement with Westville Community Nursery School, to provide funding to support costs associated with provision of 6 school day/school year and 6-part day/school year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$6,720.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

20. Agreement with Yale New Haven Hospital Day Care Center, to provide funding to support costs associated with provision of 22 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$21,120.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

21. Agreement with Central CT Coast YMCA, to provide funding to support costs associated with provision of 32 full day/full year early childhood spaces, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$30,720.00.

Funding Source: School Readiness Priority Enrollment Program Acct. #2523-6432-56697-0442

22. Agreement with Lexia Learning to provide the LETRS Training program for elementary educators the systems of language underlying literacy through blended format units, from January 24, 2023 to June 30, 2025, in an amount not to exceed \$124,865.00 was presented by Ms. Brantley who reported that due to multi-year funding, the Agreement also required Board of Alders approval.

Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0105

23. **WITHDRAWN:** Amendment #1 to Agreement with Christopher Williams Architects LLC to change funding source from 25606440-56697 to 25606440-56694, with no change in funding amount of \$77,520.00.

Funding Source: Manufacturing Pathway Grant Acct. #25606440-56694

Presenter: Mr. Thomas Lamb Document Link: CWAP2\_A1

**Discussion:** Ms. DeMaio withdrew the amendment, explaining that it was not a change in funding source, but a change in the budget object code, which can be accomplished internally.

24. Amendment #1 to Agreement A22-1616 with Shipman & Goodwin Labor to increase funding amount from \$80,000.00 by \$437,204.60 for a total amount of \$517,204.60, to invoices received and cover costs incurred for remainder of FY was presented by Mr. Lamb who explained that there were unanticipated costs for labor contract negotiations and other labor issues.

Funding Source: 2022-2023 Operating Budget Acct. #19047700-56696

**Discussion:** Mr. Wilcox asked that Mr. Lamb prepare a report for the Board of Education packets that provides a breakdown of the expenses by type.

25. Agreement with CESO for development and management of an RFP and contract process for the district's transportation services, from January 23, 2023 to June 30, 2023, in an amount not

to exceed \$34,500.00 was presented by Mr. Lamb.

**Funding Source:** 2022-2023 Operating Budget **Acct. #19047100-56694**

**Discussion:** Mr. Wilcox asked Mr. Lamb to provide an update and timeline on the RFP process for the Board of Education packets.

#### D. CONTRACTS:

1. Award of Contract to NPower Construction & Electrical to provide LED lighting to Career, MBA, Troup and Clinton Schools, from January 23, 2023 to June 30, 2023, in an amount not to exceed \$819,488.24 was presented by Ms. Hunt. She and Mr. Lamb provided detail about the project, which includes full replacement of fixtures to LED fixtures. A discussion ensued about potential utility cost savings, as well as the historical tracking of expenses. Mr. Wilcox noted the opportunity for curriculum tie-in on energy.  
 Funding Source: 2022-2023 Capital Projects Acct. #3C19-1995-58101 (\$693,593.41)  
 Funding Source: 2022-2023 Capital Projects Acct. #3C20-2074-58101 (\$125,894.24)
2. Award of Contract to Pro-Mech Inc. to provide replacement of failed dehumidification system at Martinez School pool, from January 23, 2023 to June 30, 2023, in an amount not to exceed \$608,760.00 was presented by Ms. Hunt who explained that the current system exceeded the 15-20 year life use. Mr. Lamb explained that the new installations have a 1 year manufacturer warranty and maintenance would be completed by current HVAC contractors.  
 Funding Source: ARP ESSER Acct. #2553-6399-58101
3. Award of Contract to Ruotolo Mechanical to provide replacement of booster pumps at John Daniels School, from February 1, 2023 to June 30, 2023, in an amount not to exceed \$51,975.00 was presented by Ms. Hunt. Funding Source: 2022-2023 Capital Projects Acct. #3C22-2261-58101.
4. Award of Contract to Ruotolo Mechanical to provide replacement of booster pumps at Mauro Sheridan School, from February 1, 2023 to June 30, 2023, in an amount not to exceed \$43,850.00 was presented by Ms. Hunt.  
 Funding Source: 2022-2023 Capital Projects Acct. #3C22-2261-58101
5. Award of Contract to Bridge-Haven Truck Sales, to purchase Refrigeration Box Truck and equipment, from January 3, 2023 to June 30, 2023, in an amount not to exceed \$270,000.00 was presented by Mr. Gormany. In response to questions, Mr. Gormany noted that costs include purchase of two trucks. The action item will be corrected to reflect this clarification  
 Funding Source: 2022-2023 Food Service Budget Acct. #25215200-58698

#### II. DISCUSSION:

- **November 2022 and December 2022 Financial Reports:** Ms. Hannans reviewed the reports as of December 31, 2022. She also reviewed the General Fund Forecast as of January 6, 2023, noting the additional funds for teacher salaries will be required due to the MOU for 6<sup>th</sup> class increases and updated vacancy needs. In addition, the overtime budget for custodians and security increased due to vacancies. Ms. Hannans explained that ESSER funds are being used to support the costs until vacancies are filled. In the non-personnel budget, Ms. Hannans explained that ESSER funds are being used by schools to cover instructional supply needs. She anticipates increases in utility costs and increases in legal costs. Ms.

Hannans also reviewed ongoing mitigation efforts. A discussion ensued. **No motion was made and no vote was taken.**

- **FY 2023-24 Budget Development Calendar:** Ms. Hannans reviewed the calendar, and provided updates on activities currently underway. Mr. Wilcox recommended tweaking the calendar by swapping dates for the public forums and Board of Education budget approval, so that public meetings occur prior to Board of Education approval. A discussion ensued. **No motion was made and no vote was taken.**
- **Defining the Gap Project Update:** Ms. Redd-Hannans provide an update and asked team members to provide their impressions. Mr. DeLucia, Ms. Garcia and Mr. Williams, union leadership representing teachers, administrators and para professional unions, spoke positivity about the experience as the committee examines current staffing versus staffing needs. **No Motion was made and no vote was taken.**
- **F&O Forms Update: TABLED.** Mr. Wilcox tabled the topic, explaining he and staff met with City finance departments and that more details must be ironed out before final drafts of the forms. **No motion was made and no vote was taken.**
- **Series 3000 Policy Update:** Mr. Wilcox reported that the policies were posted and sent to members and staff. He asked that any changes or corrections be made prior to the next meeting. At the next meeting he will vote to move policy drafts to the Governance Committee. **No motion was made and no vote was taken.**

**Adjournment:** A motion by Dr. Yarborough, seconded by Mr. Wilcox to adjourn the meeting at 6:30 p.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio