



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, March 20, 2022

MINUTES

Present: Mr. Matthew Wilcox, Dr. Orlando Yarborough, Ms. Yesenia Rivera
Staff: Dr. Iline Tracey, Dr. Paul Whyte, Ms. Patricia DeMaio, Dr. Michael Finley, Ms. Linda Hannans, Mr. Thomas Lamb, Ms. Jessica Haxhi, Ms. Gilda Herrera, Ms. Viviana Conner, Ms. Keisha Redd-Hannans, Ms. Mary Derwin, Ms. Rosalyn Diaz, Ms. Kristin Mendoza, Ms. Jamie Coady, Ms. Lisa Flegler, Mr. Marquelle Middleton, Ms. Hyclis Williams, Ms. Rosalind Garcia

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

Request to Move Agreement from Information Only to Action Item: Dr. Tracey requested that Information Only item #3 Agreement with Casa Otoñal, Inc., move to Agreements Action item #1.

Recusal: Ms. Rivera recused herself from discussion and voting on Action Item #1 with Casa Otoñal, Inc.

Summary of Motions:

1. **Motions to Recommend Approval of Action Item Agreement #1:** A motion by Mr. Wilcox, seconded by Dr. Yarborough to Recommend Approval of Agreement #1 with Casa Otoñal, was approved by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes; Ms. Rivera, Recused.
2. **Motion to Recommend Approval of Remaining Action Items:** A motion by Mr. Wilcox, seconded by Dr. Yarborough, to Recommend Approval of 2 Grant Applications, 7 Agreements, 1 Contract and 2 Purchase Orders, was unanimously approved by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
3. **Motion to send Block Two Series 3000 Policies to Governance Committee:** A motion by Mr. Wilcox, seconded by Dr. Yarborough, to send the following Series 3000 policies to the Governance Committee: 3331; 3240; 3250;3260;3280;3290;3542;3542.1; 3542.22; 3542.31; 3542.33;3542.34; 3542.41; 3542.42; 3542.45. Motion passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
4. **Motion to Adjourn:** A motion by Ms. Rivera, seconded by Dr. Yarborough, to adjourn the meeting at 6:21 p.m., passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Dr. Yarborough, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY AND ACTION ITEMS:

1. **INFORMATION ONLY:** 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

B. APPROVAL FOR GRANT APPLICATIONS:

1. Request Approval to submit New Haven Public Schools Head Start Program, Extended use of Federal COVID funding, Grant 01 HE000822, in the amount of \$206,905.52 from March 30, 2023 to June 30, 2023 was presented by Ms. Derwin.
2. Request Approval to submit a funding application to the U.S. Office of Head Start for the continuation grant for Head Start Basic funds in the amount of \$6,235,156.00, of which \$6,168,222.00 is designated for Program Operations and \$66,934.00 is designated for training and technical assistance, for the project period of July 1, 2022 through March 30, 2024 was presented by Ms. Derwin.

C. AGREEMENTS:

1. **Moved from Information Only to Action Items. Recusal:** Ms. Rivera recused herself from discussion and voting on this item:

Agreement with Casa Otoñal Inc., to provide outreach and case management for 20 students identified as chronically absent, from March 28, 2023 to June 23, 2023, in an amount not to exceed \$7,800.00 was presented by Ms. Joseph-Lumpkin.

Funding Source: ARP ESSER III Carryover Program

Acct. # 2553-6399-56697-0482

2. Amendment #2 to Agreement with Baystate Interpreters, Inc. to increase funding amount from \$25,000.00 by \$20,000.00 for a total amount of \$45,000.00 was presented by Ms. Haxhi. In answer to questions about the increase, she explained that there was a backlog of SPED PPT reports.

Funding Source: IDEA Program

Acct. # 2504-5042-56903-0000

3. Agreement with Crown Castle International Corp. for WAN infrastructure, solution and maintenance, from July 1, 2023 to June 30, 2028 was presented by Mr. Lamb on behalf of Ms. Herrera.

2023-2024: \$310,500.00 (ERATE: \$31,050.00);

2024-2025: \$310,500.00 (ERATE: \$31,050.00);

2025-2026: \$310,500.00 (ERATE: \$31,050.00);

2026-2027: \$310,500.00 (ERATE: \$31,050.00);

2027-2028: \$310,500.00 (ERATE: \$31,050.00) in an amount not to exceed \$1,552,500.00, (ERATE

Discount applied: \$155,250.00)

Funding Source: 2023-2024 Capital Projects

Acct. # 3C22-2263-58704

4. Agreement with Gateway Community College to provide the Gateway to College Program for 16-20-year-old students who left high school without earning a diploma, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$550,000.00 was presented by Dr. Whyte on behalf of Ms. Jackson.

Funding Sources: Alliance Program

Acct. # 2547-6107-56694-0000 (\$367,245.00)

Priority Schools Program

Acct. # 2579-5319-56694-0000 (\$182,755.00)

5. Agreement with The Justice Education Center, Inc., to provide a Spring Break Fun Camp at James Hillhouse High School for 150 students, from March 28, 2023 to June 30, 2023, in an amount not to exceed \$100,000.00 was presented by Ms. Joseph-Lumpkin.
Funding Source: Title I Program **Acct. #** 2531-5256-56694-0480
6. Amendment #2 to Agreement #95326164 with Upon this Rock Ministries, to expand the Scope of Service to provide programming during school closures and school vacation, for a total of 7 sessions; and to increase funding of \$102,900.00 by \$4,550.00 to \$107,450.00 was presented by Ms. Joseph-Lumpkin.
Funding Sources:
Extended School Hours Program **Acct. #** 2579-5326-56694-0444 (\$42,000.00)
ARP ESSER III C/O Program **Acct. #** 2553-6399-56697-0444 (\$60,000.00)
Extended School Hours Program Acct. # 2579-5326-56694-0444 (\$4,550.00)
7. Agreement with Clifford Beers Guidance Clinic, to provide a Spring Intersession Program during April recess, at four school locations and at Camp Farnum, for 500 students, grades K-8th, from March 28, 2023 to June 30, 2023 in an amount not to exceed \$248,601.00 was presented by Ms. Joseph-Lumpkin who answered questions about the cost.
Funding Source:
ESSER II Program **Acct. #**2552-6363-56697-0444 (\$237,601.00)
McKinney-Vento Homeless Program **Acct. #**2503-5027-56697-0480 (\$ 11,000.00)
8. Amendment #1 to Agreement A22-1615 with Shipman & Goodwin for general legal services to increase funding amount from \$70,000.00 by \$62,000.00 for a total amount of \$132,000.00 to cover fees incurred for the remainder of the agreement was provided by Mr. Lamb who explained that this amendment covers general costs, versus the earlier amendment for labor costs.
Funding Source: 2022-2023 Operating Budget **Acct. #** 190-47700-56696
Presenter: Mr. Thomas Lamb **Document Link:** ShipmanGen_A1
Discussion: Mr. Wilcox requested that Mr. Lamb provide a memo for the Board of Education packet that provides more detail about the costs covered in this Amendment.

D. CONTRACTS:

1. Award of Contract #21829 to Biosvert Plumbing, LLC, to provide large HVAC mechanical services, from April 1, 2023 to June 30, 2023, in an amount not to exceed \$200,000.00 was presented by Mr. Lamb.
Funding Source: 2022-2023 Capital Projects **Acct. #** 3C20-2074-58101

E. PURCHASE ORDERS:

1. Purchase Order for SHI International Corp. for cloud solution licensing (securely), from August 1, 2022 to June 30, 2023, in an amount not to exceed \$18,250.00 was presented by Ms. Herrera.
Funding Source: ARP ESSER Carryover **Acct. #** 2553-6399-54413-0104
Presenter: Ms. Gilda Herrera **Document Link:** SHI_22-23
2. Purchase Order for SHI International Corp. for cloud solution licensing (securely), from August 1, 2023 to June 30, 2024, in an amount not to exceed \$18,175.00 was presented by Ms. Herrera.
Funding Source: ARP ESSER Carryover **Acct. #** 2553-6399-54413-0104

II. DISCUSSION:

- **FY23-24 Budget:** Dr. Tracey and Ms. Hannans provided an update on the budget process in anticipation of their presentation to the Board of Alders. Mr. Wilcox suggested that staff add a slide to the presentation noting results of the Defining the Gap project report. **No motion was made and no vote was taken.**
- **February 2023 Budget Report:** Ms. Hannans reviewed the report, as posted, noting that mitigation efforts continue to minimize possible. A discussion ensued. **No motion was made and no vote was taken.**
- **Defining the Gap Project:** Ms. Redd-Hannans reviewed the final Staffing Guidelines Report, noting a need for 709 staff, with salaries and benefits totaling \$55,149,277.00. A discussion ensued. Committee members recommended adding a page to the budget presentation that outlines the project and need. Mr. Wilcox also recommended sharing the report with the State. Committee members commended Ms. Redd-Hannans and her team for their work in completing the extensive project. Dr. Tracey commended Ms. Redd-Hannans and thanked her team. Team members also commended the work and leadership of Ms. Redd-Hannans. **No motion was made and no vote was taken.**
- **Series 3000 Policies -Introducing Block Three/Purchasing Related Policies:** Mr. Wilcox indicated that the policies will be sent out to the committee and staff in the next week.
- **Series 3000 Policy Block Two - Review and Update: Discussion and Possible action: Send to Governance Committee the second draft of policies:**
 - 3231 – Medical Reimbursement for Special Education Students
 - 3240 – Tuition Fees
 - 3250 – Materials, Service Fees, Fines, Charges
 - 3260 – Sales and Disposal of Obsolete Books, Equipment and Supplies
 - 3280 – Gifts, Grants and Bequests
 - 3290 – Grants and Other Revenue
 - 3542 – Food Service
 - 3542.1 – Authorization of Superintendent to Act on the behalf of the Board of Education
 - 3542.22 – Food Service Personnel – Code of Conduct
 - 3542.31 – Free or Reduced-Price Lunches
 - 3542.33 – Food Sales Other Than National School Lunch Program
 - 3542.34 – Nutrition Program
 - 3542.41 – Professional Standards for Food Service Personnel
 - 3542.42 – Finance
 - 3542.45 – Vending Machines

Discussion: Mr. Wilcox asked Committee Members if they had any questions or further feedback on the policies before calling for a vote. **Vote:** A motion by Mr. Wilcox, seconded by Dr. Yarborough, to send the following Series 3000 policies to the Governance Committee: 3331; 3240; 3250;3260;3280;3290;3542;3542.1; 3542.22; 3542.31; 3542.33;3542.34; 3542.41; 3542.42; 3542.45. Motion passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

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