



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Monday, May 15, 2023

MINUTES

Present: Mr. Matthew Wilcox, Dr. Orlando Yarborough, Ms. Yesenia Rivera
Staff: Dr. Paul Whyte, Dr. Michael Finley, Ms. Keisha-Redd Hannans,
Ms. Patricia DeMaio, Mr. Thomas Lamb, Ms. Viviana Conner, Ms. Michele Bonanno,
Ms. Lynn Brantley, Ms. Gemma Joseph-Lumpkin, Mr. Christian Tabares, Ms. Shubhra Gupta,
Mr. Jamar Alleyne, Mr. Frank Fanelli, Attorney Elias Alexiades

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

Summary of Motions:

1. **Motion to Recommend Action Items:** A motion by Mr. Wilcox, seconded by Dr. Yarborough to Recommend Approval of 1 Abstract, 8 Agreements, 2 Contracts and 4 Purchase Orders, passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
2. **Calendar Change:** By consensus, committee members agreed to change the July 3, 2023 meeting date to July 5, 2023 with proper notification of calendar change to the City Clerk’s office and District website.
3. **Motion to Adjourn Meeting:** A motion by Ms. Rivera, seconded by Dr. Yarborough to adjourn the meeting at 5:31 p.m., passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Dr. Yarborough, Yes; Mr. Wilcox, Yes.

I. ACTION ITEMS

A. ABSTRACT:

1. McKinney Vento Homeless Assistance Grant, in the amount of \$100,000.00 for year 3, from October 1, 2023 to September 30, 2024 was presented by Ms. Joseph-Lumpkin and Mr. Diaz. In response to questions, Mr. Diaz reported that there are currently 670 homeless families but he anticipates the number will increase shortly to 700, due to the end of Title 42 and an influx of immigrants.
Funding Source: Connecticut State Department of Education

B. AGREEMENTS:

1. Grant Contract Amendment #1 for State of Connecticut Department of Public Health to extend the end date of the Seal CT! Dental Sealant Program Grant, from August 31, 2023 to August 31, 2024, and, to increase grant funding of \$126,000.00 by \$50,000.00 to \$176,000.00 for the New Haven Public School Dental Sealant Program was presented by Ms. DeMaio on behalf of Ms. Peters. A discussion ensued about the need for an Abstract. Ms. DeMaio reported that an Abstract is forthcoming, but the State requirement that we accept the amended grant is

contract is time sensitive. Mr. Wilcox asked that Ms. DeMaio reword the motion to more clearly indicate that it is a grant award not an expenditure. (The language change appears above).

Funding Source: SealCT Dental Sealant Program **Acct. #2512-6239**

2. Agreement with The Regents of the University of California, Los Angeles, (UCLA), to serving as an evaluator for the MSAP grant, including participating in webinars, updating the IRB application and delivering an analysis report on magnet school attendance outcomes, from May 9, 2023 to June 30, 2023, in an amount not to exceed \$70,000.00 was presented by Ms. Bonanno.

Funding Source: Magnet 17-22 Carryover Program **Acct. #2517-6258-56680-0000**

3. Agreement with United Way of Greater New Haven, to provide weekly on-site and virtual support to School Readiness funded programs, including professional development and meetings with teachers, from April 24, 2023 to June 30, 2023, in an amount not to exceed \$26,100.00 was presented by Ms. Gupta. Discussion: As the memo was missing from the Agreement, Ms. Gupta explained that the contractor was selected by the New Haven Early Childhood Council. Ms. Gupta will provide the memo to Ms. DeMaio on Tuesday and the entire submission will be reposted.

Correction: The amount reflected in the original posting was corrected from \$87,000.00 to \$26,100.00.

Funding Source: School Readiness Program **Acct. #2523-6390-56697-0442**

4. Agreement with Gateway Community College to provide the Health Careers Academy Pathway (HCAP) program for up to 47 Hillhouse High School students, from July 1, 2022 to June 30, 2023, in an amount not to exceed \$29,703.78 was presented by Ms. Redd-Hannans. A discussion ensued about the potential of highlighting the variety of educational/technical programs on the district's website. Ms. Redd-Hannans will follow up.

Funding Source: ARP ESSER III Carryover Program **Acct. #2553-6399-56694-0410**

5. Amendment #1 to Agreement #96413231 with Area Cooperative Education Services, (ACES), to change the funding account number from Learner Engagement Attendance Program, (LEAP) acct. # 2579-6413-56694-0444 to Learner Engagement Attendance Program (LEAP), acct. #2579-6444-56694-0444, with no change in funding amount of \$30,412.26 was presented by Ms. Joseph-Lumpkin.

Funding Source: Learner Engagement Attendance Program **Acct. #2579-6444-56694-0444**

6. Amendment #1 to Agreement #96363137 with Boys and Girls Club of Greater New Haven, to decrease the number of sessions at Beecher School, from 136 to 113 sessions and, to increase the number of students for the Spring Break Camp from 70 to 100 students, with no change in total funding amount of \$271,050.00 was presented by Mr. Christian Tabares who explained that unused sessions were moved to cover increase in the number of students during Spring Break Camp.

Funding Sources:

ESSER II: 2552-6363-56694-0021 Brennan Rogers (\$108,800.00)

ESSER II: 2552-6363-56694-0003 Beecher School (\$56,500.00)

ESSER II: 2552-6363-56694-0043 Bishop Woods (\$68,000.00)

ESSER II: 2552-6363-56694-0444 Central Office (\$37,750.00)

7. Agreement with Houghton Mifflin Harcourt, to provide a professional learning program for the newly selected Into Reading and Arriba la Lectura K-5 Literacy Programs, for K-5 teachers, from May 23, 2023 to June 30, 2023, in an amount not to exceed \$26,880.00 was presented by Ms. Brantley who discussed the professional development program required to implement the new literacy curriculum. In response to questions, Ms. Brantley

confirmed that teachers will receive a stipend to attend the training.

Funding Source: ARP ESSER III Carryover Program

Acct. #2553-6399-56694-0105

8. Agreement with Houghton Mifflin Harcourt, to provide sessions and planning time to support launching the first 30 days of the Intro Reading and Arriba la Lectura K-5 Literacy Programs, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$248,160.00 was presented by Ms. Brantley.

Funding Source: ARP ESSER III Carryover Program

Acct. #2553-6399-56694-0105

C. CONTRACTS:

1. Award of Contract 21740A-3-4 to Auto Parts and Service, Inc. for On Call Vehicle Maintenance from July 1, 2023 to June 30, 2024, in an amount not to exceed \$37,500.00 was presented by Mr. Alleyne.

Funding Source: 2023-2024 Operating Budget

Acct. #190-47400-56662

2. Award of Contract 21707B-4-5 to Cheapscares, LLC. for On Call Landscaping Services from July 1, 2023 to June 30, 2024, in an amount not to exceed \$100,000.00 was presented by Mr. Alleyne.

Funding Source: 2023-2024 Operating Budget

Acct. #190-47400-56662

D. PURCHASE ORDERS:

1. Purchase order for Encore Holdings, LLC for Emergency Fire Panel repairs at Cross High School, from May 22, 2023 to June 30, 2023, in an amount not to exceed \$81,129.74 was presented by Mr. Fanelli.

Funding Source: ARP ESSER II Carryover

Acct. #2553-6399-56697-0474

2. Purchase order for Consolidated Electric, Inc. for PA Clock and Bell upgrades for Hillhouse High School, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$44,510.00 was presented by Mr. Fanelli.

Funding Source: ARP ESSER II Carryover

Acct. #2553-6399-56697-0474

3. Purchase order for Consolidated Electric, Inc. for PA Clock and Bell upgrades for Cross High School, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$48,950.00 was presented by Mr. Fanelli.

Funding Source: ARP ESSER II Carryover

Acct. #2553-6399-56697-0474

4. Purchase order for Consolidated Electric, Inc. for PA Clock and Bell upgrades for Metropolitan Business Academy, from July 1, 2023 to June 30, 2024, in an amount not to exceed \$24,875.00 was presented by Mr. Fanelli.

Funding Source: ARP ESSER II Carryover

Acct. #2553-6399-56697-0474

II. DISCUSSION:

- **April 2023 Financial Report** was presented by Ms. Mazyck and Ms. Bourne. Ms. Mazyck reported a \$3.9 million deficit to date. Mitigation efforts continue and are on track as purchase orders and contracts are closed out. The May 2023 report will demonstrate more movement on the deficit. A discussion ensued about the need to have an interim report in early June and the potential for projecting or forecasting the non-personnel budget. **No motion was made and not vote was taken.**

- **Proposed Meeting Date Change for July 3, 2023 meeting:** Mr. Wilcox recommended moving the July 3, 2023 meeting as it falls during the July 4, 2023 holiday. He recommended moving the meeting to Wednesday, July 5, 2023 and members concurred on the change. Attorney Alexiades indicated that we do not have to cancel the July 3, 2023 and create a Special Meeting, because we are making the change with more than 30 days' notice. Ms. DeMaio will send a calendar change notification to the City Clerk's office and post the change on the district website. **No motion was made and no vote was taken.**
- **Staffing Guidelines:** Ms. Redd-Hannans reported that the guidelines include hiring of 5 multi-learner teachers and 5 Special Education teachers. She will discuss implementation of the hiring plan with the new Superintendent. A discussion ensued about the potential for creating a tracking tool for positions that would also include financial impact so that there is an ongoing report of staffing progress or need. **No motion was made and no vote was taken.**
- **Series 3000 Block 4 Policies:** Mr. Wilcox reported that he will send out the following Series 3000 Block 4 policies to members for review: 3516 Safety; 3516.3 Accident Prevention & Reporting; 3516.4 Sex Offender Notification; 3516.5 Sex Offenders on School Property; 3517 Security; 3524 Hazardous Materials in School; 3524.1 Pesticide Application; 3323 Soliciting Prices (Bids and Quotations) Professional Services Policy. He indicated that the core purchasing policy, #3323 needs further review. In addition, Mr. Wilcox indicated that he anticipates receiving feedback on the Security policy from School Security Teams. **No motion was made and not vote was taken.**

Adjournment: A motion by Ms. Rivera, seconded by Dr. Yarborough to adjourn the meeting at 5:31 p.m., passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Dr. Yarborough, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio