



NEW HAVEN PUBLIC SCHOOLS  
New Haven, Connecticut

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

Monday, July 20, 2020

VIRTUAL MEETING

**MINUTES**

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

**Staff:** Mr. Phillip Penn, Dr. Iline Tracey, Ms. Patricia DeMaio, Attorney Michael Pinto, Attorney Elias Alexiades, Dr. Paul Whyte, Ms. Denise Duclos, Mr. Michael Gormany, Ms. Gilda Herrera, Ms. Typhanie Jackson, Ms. Gemma Joseph Lumpkin, Ms. Jessica Haxhi, Mr. Joseph Barbarotta

**Other:** Closed Captioner

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

**Summary of Motions:**

- A motion by Mr. Wilcox, seconded by Ms. Rivera to **Recommend Approval** of 1 Abstract, 13 Agreements and 13 Contracts, passed unanimously by Roll Call Vote: Ms. Rivera, Yes; Mr. Conaway, Yes; Mr. Wilcox, Yes.

**I. ACTION ITEMS:**

**A. INFORMATION ONLY – Superintendent Approved:**

1. Agreement with Fazila Mansoori for translation services from English to Pashto/Dari or Pashto/Dari to English of written materials such as letters, forms, surveys, etc. and in-person translation of meetings for New Haven Public Schools. Proofreading of previously translated materials may also be requested in an amount not to exceed \$1,000.00 was presented by Ms. Haxhi.  
**Funding Source:** 2020-2021 Operating Budget      **Acct. #** 190-41700-56697-0000
2. Agreement with Hajer Ahmad for translation services from English to Arabic or Arabic to English of written materials such as letters, forms, surveys, etc. and in-person translation of meetings for New Haven Public Schools. Proofreading of previously translated materials may also be requested in an amount not to exceed \$1,000.00. **Funding Source:** 2020-2021 Operating Budget      **Acct. #** 190-41700-56697-0000
3. Agreement with Marta Vazquez for translation services from English to Spanish or Spanish to English of written materials such as letters, forms, surveys, etc. and in-person translation of meetings for New Haven Public Schools. Proofreading of previously translated materials may also be requested in an amount not to exceed \$1,000.00. **Funding Source:** 2020-2021 Operating Budget      **Acct. #** 190-41700-56697-0000
4. Agreement with Maria Rosa for translation services from English to Spanish or Spanish to English of written materials such as letters, forms, surveys, etc. and in-person translation of meetings for New Haven Public

Schools. Proofreading of previously translated materials may also be requested in an amount not to exceed \$2,500.00. **Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-41700-56697-0000

5. Agreement with Miriam Reyes for translation services from English to Spanish or Spanish to English of written materials such as letters, forms, surveys, etc. and in-person translation of meetings for New Haven Public Schools. Proofreading of previously translated materials may also be requested in an amount not to exceed \$12,000.00. **Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-41700-56697-0000

**Correction:** The Agreement amount was corrected from \$1,000.00 to \$12,000.00 as listed on the Agreement.

6. Agreement with Robert Claudio for translation services from English to Spanish or Spanish to English of written materials such as letters, forms, surveys, etc. and in-person translation of meetings for New Haven Public Schools. Proofreading of previously translated materials may also be requested in an amount not to exceed \$1,000.00. **Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-41700-56697-0000

## **B. ABSTRACTS:**

1. ESSERF Grant (CARES ACT) in the amount of \$8,506,997.00 for March 13, 2020 to September 30, 2022 was presented by Mr. Penn. **Funding Source:** Federal/Connecticut State Department of Education  
**Discussion:** Mr. Penn explained that the grant is designed to assist school districts with preparedness necessary to conduct educational operations during an ongoing pandemic. The grant has four key goals: 1) ensure students have access to technology and connectivity; 2) ensure student have access to high quality curriculum; 3) address student learning gaps and safe reopening of school and 4) social and emotional supports. Mr. Penn answered committee questions. In response to concern raised about adequate funding for social-emotional support, Dr. Tracey reported that there are other grants to help subsidize expenses, including FEMA. In addition, Mr. Penn reported that the State was allowed to hold back 10% of the Federal grant and also received additional funds to award as supplemental grants if needed. Staff is currently working with the State to access additional funding needs and will provide updates.

## **C. AGREEMENTS:**

1. Agreement with Arte, Inc. to provide virtual programming in arts and crafts, photography and videography for the Project Youth Connect Summer School Program from July 13, 2020 to September 30, 2020 in an amount not to exceed \$15,000 was presented by Ms. Lumpkin.  
**Funding Source:** Extended School Hours Program **Acct. #** 2579-5326-56694-0062
2. Agreement with Connecticut Violence Intervention Program to provide from July 14, 2020 to September 30, 2020 in an amount not to exceed \$5,000.00 was presented by Ms. Lumpkin.  
**Funding Source:** Alliance Program **Acct. #** 2579-5326-56694-0062
3. Agreement with Farnam Neighborhood House to provide 44 full day/full year school readiness spaces from July 1, 2020 to June 30, 2021 in an amount not to exceed \$392,656.00 was presented by Ms. Duclos.  
**Funding Source:** School Readiness Program **Acct. #** 2523-5384-56697-0442
4. Amendment #2 to Sub-Award Agreement with University of Connecticut (UConn) to increase funding of \$734,933 by \$7747.00 to \$742,680.00 and to extend the grant period end date to November 30, 2020 was

presented by Dr. Whyte.

**Funding Source:** Wallace Foundation/UConn Program

5. Agreement with Convergence Consulting Group, Inc., Leadership Development Solution (LDS), to provide a leadership pipeline and school analytics platform, from July 28, 2020 to June 30, 2021 in an amount not to exceed \$386,000.00 was presented by Dr. Whyte.

**Funding Source:** Wallace Foundation/ UConn Program **Acct. #** 190-454-56694-0000

**Discussion:** Dr. Whyte answered committee questions about the dashboard function. He explained that although Wallace Foundation has recommended the vendor, the district bid out the project, obtained three quotes and selected Convergence based on cost and the district's ability to maintain the project after the vendor Agreement is complete.

6. Agreement renewal with Lexia Learning Systems, LLC to provide 12 months of web hosting for Lexia Reading Core 5 Reading/Power Up, from July 1, 2020 to June 30, 2021 in an amount not to exceed \$75,000.00 was provided by Ms. Jackson.

**Funding Source:** IDEA Program **Acct. #**2504-5034-56903-0000

7. Agreement with Gilbane Building Company to provide services regarding construction, design standards; and construction management services for the NHPS school construction program from July 1, 2020 to June 30, 2021 in an amount not to exceed \$145,916.00 was presented by Attorney Pinto.

**Funding Source:** School Construction

**Discussion:** Attorney Pinto explained that Gilbane would maintain staff on a part time basis to address any further matters related to the school construction project. Gilbane will reimburse unused funds.

8. Renewal of Lease Agreement with New Haven Plaza, LLC for the Adult and Continuing Education Center at 540 Ella T Grasso Blvd, New Haven, CT from July 1, 2020 to June 30, 2021 in an amount not to exceed \$390,000.00 was presented by Attorney Pinto.

**Funding Source:** Adult Education Program **Acct. #** 2503-5014-56652

9. Renewal of Lease Agreement with Gateway Partners, LLC for the 1<sup>st</sup> Floor of 54 Meadow St New Haven, CT offices for Central Registration and Magnet Schools, from July 1, 2020 to June 30, 2021 in an amount not to exceed \$20,362.75 was presented by Attorney Pinto.

**Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-47700-56696

10. Renewal of Lease Agreement with Gateway Partners, LLC for administrative office on the 8<sup>th</sup> Floor of 54 Meadow St, New Haven, CT from July 1, 2020 to June 30, 2021 in an amount not to exceed \$102,342.00 was presented by Attorney Pinto.

**Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-47700-56696

**Discussion regarding Gateway Partners leases:** Mr. Wilcox noted that the Budget Mitigation Committee had recommended eliminating the 8<sup>th</sup> floor lease. Mr. Penn explained that the lease required more notice to terminate and that staff needed time to plan and move student records. He noted that staff was able to mitigate the savings through reduction of personnel costs for this fiscal year.

11. Renewal of Agreement with Powerschool to provide the district Student Information System including backup and disaster recovery to PS Cloud Services, maintenance/support, and licensing from July 1, 2020

to June 30, 2021 in an amount not to exceed \$131,314.21 was presented by Ms. Herrera.

**Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-47200-56694

12. Renewal of Agreement with Verizon for the purposes of telecom network services PRI and Long Distance Services from July 1, 2020 to June 30, 2021 in an amount not to exceed \$30,000.00 was presented by Ms. Herrera. **Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-47200-52260

**\*The following Agreement was previously reviewed and recommended for approval at 6/29/2020 F&O meeting, but inadvertently excluded from the 7/13/2020 BOE meeting Action Items:**

13. Agreement with Shipman & Goodwin LLP to provide legal services on as needed basis regarding labor relations and negotiations issues from July 1, 2020 to June 30, 2021 in an amount not to exceed \$80,000.00 was presented by Attorney Pinto.

**Funding Source:** 2020-2021 Operating Budget **Acct. #** 190-47700-56696

#### D. CONTRACTS

The following two Contract descriptions were corrected to include the dollar amounts previously omitted on the Action Items:

1. Award of Contract to Eastern Bag and Paper in an amount not to exceed \$800,000.00 and Nuovo Venture LLC for Food Preparation, Packaging, chemical and other Food Service Supplies under RFP # 2020-06-1333 in an amount not to exceed \$100,000.00 for a total amount not to exceed \$900,000.00 for FY 2020-21 was presented by Mr. Gormany.

**Funding Source:** Food Service Program **Acct. #** 2521-5200-56630

2. Award of Contract to Ameripak for Tray Sealer Machine and optional equipment in an amount not to exceed \$140,000.00 for FY 2020-2021 was presented by Mr. Gormany.

**Funding Source:** Food Service Program **Acct. #** 2521-5200-56630

**\*The following Contracts were previously presented in draft and Tabled pending review by Corporation Counsel. The review is complete and there were no changes from the earlier draft contracts:**

3. Award of Contract # 21702-1-4 to Hi-Way Safety System, Inc. for On Call Line Striping for NHPS from July 1, 2020 to June 30, 2021 in an amount not to exceed \$25,000.00. **Funding Source:** 2020-2021 Capital Projects
4. Award of Contract #21704-1-5 to Life Safety SVC & Supply LLC for On Call Fire Extinguisher Services for FY2020-21, in an amount not to exceed \$25,000.00. **Funding Source:** 2020-2021 Capital Projects
5. Award of Contract #50526-1-4 to Lior Excavating, LLC, for On Call Asphalt and Concrete Services for FY2020-21, in an amount not to exceed \$100,000.00. **Funding Source:** 2020-2021 Capital Projects
6. Award of Contract #50527B-1-5 to Lior Excavating for On Call Sidewalk Repairs for FY2020-21, in an amount not to exceed \$25,000.00. **Funding Source:** 2020-2021 Capital Projects
7. Award of Contract #50527A-1-5 to White Owl Construction for On Call Sidewalk Repairs for FY2020-21, in an amount not to exceed \$25,000.00. **Funding Source:** 2020-2021 Capital Projects

8. Award of Contract #21681-1-4 to Connecticut Custom Aquatics, LLC for On Call Swimming Pool Repairs and Supplies for FY2020-2021, in an amount not to exceed \$50,000.00. **Funding Source:** 2020-2021 Capital Projects
9. Award of Contract #21705-1-4 to Clearwater Industries, for On Call Water Treatment Services for fiscal year 2020-2021 in an amount not to exceed \$60,000.00. **Funding Source:** 2020-2021 Capital Projects
10. Award of Contract #21708-1-4 to All American Waste, LLC, for On Call Dumpster services for fiscal year 2020-2021 in an amount not to exceed \$50,000.00. **Funding Source:** 2020-2021 Capital Projects
11. Award of Contract #50519-1-5 to East Shore Glass, LLC, for On Call Glass Repair Services for fiscal year 2020-2021 in an amount not to exceed \$95,000.00. **Funding Source:** 2020-2021 Capital Projects
12. Award of Contract #50520-1-5 to Tri-State Maintenance Services, LLC, for On Call Plumbing services for fiscal year 2020-2021 in an amount not to exceed \$100,000.00. **Funding Source:** 2020-2021 Capital Projects
13. Award of Contract #50525-1-4 to Tim's Enterprise's, LLC, for On Call Painting services for fiscal year 2020-2021 in an amount not to exceed \$67,000.00. **Funding Source:** 2020-2021 Capital Projects

## II. DISCUSSION

- **Minority & Women-Owned Businesses:** Mr. Barbarotta and Attorney Pinto reviewed a report included with meeting materials that details contractors by project title, bid status and status as a Minority or Women owned business. Attorney Pinto reviewed the process available through the City's Small Business Development Program which provides support and services, and assists in promoting bid opportunities to small businesses registered with their program.

Mr. Wilcox noted that the report was helpful and will be shared with the full Board of Education for their feedback before recommending a reporting format for future. He also noted that there is no way to tell if other non-operations Agreements were Minority or Women-owned. Mr. Wilcox suggested that staff edit the Agreement Memo to include this information. Committee discussed separating out non-profits and corporations versus local businesses. Staff will provide a draft.

**Adjournment:** A motion by Mr. Wilcox, seconded by Ms. Rivera, to adjourn the meeting at 6:24 p.m. was unanimously approved by Roll Call Vote: Mr. Wilcox, Yes; Ms. Rivera, Yes; Mr. Conaway, Yes.

Respectfully submitted,

Patricia A. DeMaio