



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Tuesday, February 20, 2024
MINUTES

Present: Mr. Matthew Wilcox, Dr. Orlando Yarborough
Staff: Dr. Madeline Negron, Dr. Paul Whyte, Dr. Michael Finley, Mr. Thomas Lamb,
Ms. Linda Hannans, Ms. Patricia DeMaio, Ms. Christine Bourne,
Ms. Gemma Joseph Lumpkin, Mr. Robert McCain, Mr. Frank Fanelli, Mr. Jamar Alleyne,
Attorney Elias Alexiades
Guest: Ms. Malinda Figueroa

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

Summary of Motions:

1. **Motion to Amend Agenda:** A motion by Mr. Wilcox, seconded by Dr. Yarborough, to amend the agenda to include changing March 3, 2024 Finance & Operations to March 4, 2024, passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes; Ms. Rivera not present.
2. **Motion to Recommendation to Approve Action Items:** A motion by 3Mr. Wilcox, seconded by Dr. Yarborough, to **Recommend Approval of 3 Abstracts, 13 Agreements, 1 Contract and 2 Purchase Orders**, passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes; Ms. Rivera not present
3. **Motion to Adjourn:** A motion by Dr. Yarborough, seconded by Mr. Wilcox, to adjourn the meeting at 7:19 a.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes; Ms. Rivera, not present.

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

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

1. Amendment #1 to Agreement 96291766 with Global Interpreting Network, Inc. to increase funding amount from \$8,000 by \$4,000 for a total amount of \$12,000.00 to cover increase phone-in translations from schools. Funding Source: Title IVA Carryover Acct. # 2511-6291-56694-0000

B. **ABSTRACTS:**

1. State After School Grant to support after school program at King Robinson School, in the amount of \$169,400.00, from January 30, 2024 to June 30, 2024 was presented by Ms. Joseph-Lumpkin.
Funding Source: Connecticut State Department of Education
2. State After School Grant to support after school program at Martinez School, in the amount of \$169,400.00, from January 30, 2024 to June 30, 2024 was presented by Ms. Joseph-Lumpkin.

Funding Source: Connecticut State Department of Education

C. AGREEMENTS:

1. Agreement with Justice Education Center to provide educational and enrichment program to 125 students during Spring Break 2024, from February 13, 2024 to June 30, 2024, in an amount not to exceed \$90,000.00 was presented by Ms. Joseph-Lumpkin.
Funding Sources:

Title 1 Program	Acct #: 2531-5257-56694-0444 (\$40,000.00)
McKinney Vento Homeless Children & Youth Program	Acct. #: 2503-5027-56697-0000 (\$30,880.00)
ARP ESSER II Homeless Children & Youth Program	Acct. #: 2555-6452-56697-0111 (\$19,120.00)

2. Agreement with Clifford W. Beers Guidance Clinic, Inc., to provide Spring Fun Camp for 150 students at East Rock School, from February 13, 2024 to June 30, 2024, in an amount not to exceed \$100,000.00 was presented by Ms. Joseph-Lumpkin.
Funding Sources:

ARP ESSER III C/O Program	Acct #: 2553-6399-56694 - 0444 (\$76,721.00)
ARP ESSER II Homeless Children & Youth Program	Acct. #: 2555-6452-56697 - 0111 (\$ 3,279.00)
Extended School Hours Program	Acct. #: 2579-5326-56694 -0444 (\$20,000.00)

3. Amendment #3 to Agreement # 95384021 with Catholic Charities, to reduce 5 unfilled spaces from Catholic Charities and 6 unfilled spaces from Catholic Charities Child Development Center, and to decrease funding of 1,576,356.00 by \$40,901.30 to \$1,535,454.30 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
Correction: Ms. DeMaio noted a correction to the amount, adding .30 to total. Note: Ms. DeMaio initially corrected the amount as .70, per the amendment form, however, upon further review, the amount is .30 and will be corrected on the submission posted. The correct amount will be reflected in the action items for the Board of Education.

4. Amendment #2 to Agreement # 95384016 with Central CT Coast YMCA, to increase the number of spaces by 4 preschool and 8 infant toddler spaces, and to increase funding of \$197,680.00 by \$59,873.20 to \$257,553.20 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
Correction: Ms. DeMaio corrected the total prior to amendment, from \$178,480.00 to correct amount of \$197,680.00 as indicated on the amendment form. The correction will be reflected in the action items for the Board of Education.

5. Amendment #2 to Agreement #95384022 with Creative ME to increase the number of spaces by 4 infant toddler spaces and 7 preschool spaces, and to increase funding of \$285,568.00 by \$48,528.10 to \$334,096.10 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442

6. Amendment #2 to Agreement #95384023 with Lulac Head Start, to increase the number of infant toddler spaces by 5, and to increase funding of \$988,400.00 by \$28,125.00 to \$1,016,525.00 was reviewed by committee in the absence of Ms. Diaz-Valencia.

- Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
7. Amendment #3 to Agreement #95384025 with Montessori School on Edgewood, to reduce 3 unfilled spaces and to reduce funding from \$288,556.00 by \$11,154.90 to \$277,401.10 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
8. Amendment #3 to Agreement #95384014 with St. Aedan's Preschool, to increase the number of spaces by 3 and to increase funding of \$480,834.00 by \$11,154.90 to \$491,988.90 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
9. Amendment #3 to Agreement #95384044 with Westville Community Nursery School, to increase the number of spaces by 2 school day spaces and to increase funding of \$66,720.00 by \$6,000.00 to \$72,720.00 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
10. Amendment #3 to Agreement #95384032 with First Step Childcare and Learning Center, to increase the number of preschool spaces by 3 and the number of infant toddler spaces by 17, and to increase funding of \$246,140.00 by \$114,216.50 to \$360,356.50 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
11. Amendment #3 to Agreement #95384024 with Friends Center for Children, to increase the number of infant toddler spaces by 4, and to increase funding of \$597,502.00 by \$22,500.00 was reviewed by committee in the absence of Ms. Diaz-Valencia.
Funding Source: School Readiness Priority Program Acct. #2523-6432-56697-0442
12. Amendment #1 to Agreement 2023-CON-0236 with Berchem Moses PC for general legal services to increase funding amount from \$50,000.00 by \$30,000.00 for a total amount of \$80,000.00 to cover costs incurred for the remainder of the fiscal year was reviewed by Mr. Lamb.
Funding Source: 2023-2024 Operating Budget Acct. # 190-47700-56696
13. Amendment #1 to Agreement 2023-CON-0235 with Berchem Moses PC for SPED services to increase funding amount from \$80,000.00 by \$60,000.00 for a total amount of \$140,000.00 to cover costs incurred for the remainder of the fiscal year was reviewed by Mr. Lamb.
Funding Source: 2023-2024 Operating Budget Acct. # 190-47700-56696

D. CONTRACTS

1. Award of Contract 70205049X with Elite Construction Resources to supply and install a motorized gym divider for King Robinson school gymnasium, from January 2, 2024 to June 30, 2024, in an amount not to exceed \$28,325.00 was presented by Mr. Alleyne who explained that the contract was initially approved at the January 2, 2024 meeting but could not be processed because the original quote had expired. As a result, new quotes were acquired, which increased due to new cost estimates. Mr. Alleyne also explained that the original project was handled by the school before the facilities team became involved.

Funding Source: ARP ESSER III Carryover

Acct. # 2553-6399-56694-0030

E. CHANGE ORDERS

1. Change Order 1 to Contract 21870 with A Prete Construction Co Inc. for renovation at 21 Wooster Pl, to increase funding amount from \$1,123,000.00 by \$107,964.00 for a total amount of \$1,230,964.00 to cover costs incurred during construction was presented by Mr. Fanelli.

Funding Source: ARP ESSER III Carryover

Acct. # 2553-6399-56694-0474

F. PURCHASE ORDERS

1. Purchase Order under Sole Source 30010 with RocketLit, Inc. to provide Science assessment platform InnerOrbit Student licenses for one-year, for grades 3-11, from March 15, 2024 to June 30, 2024, in an amount not to exceed \$82,000.00 was presented by Mr. McCain who answered committee member questions about the platform. He explained that the district did not have an assessment tool in place for science. The new digital platform will allow tests and assessments, as well as templates that can be utilized for testing to standards. Although the purchase order ends June 30, 2024, the licenses are for a one-year period.

Funding Source: ARP ESSER III Carryover
ARP ESSER III Carryover

Acct. # 2553-6399-55100-0414 (\$70,000)
Acct. # 2553-6399-56694-0414 (\$12,000)

2. Purchase Order under TIPS Contract 230105 with IXL Learning to provide site-based software licenses for Mathematics for 10,700 students grades 6-12, from September 29, 2023 to June 30, 2024, in an amount not to exceed \$101,650.00 was reviewed by the committee in the absence of Ms. Joyner. Dr. Yarborough had questions which he will email to Dr. Negron and Ms. DeMaio. Pending receipt of answers, Dr. Yarborough will recommend approval.

Funding Source: ARP ESSER III Carryover

Acct. # 2553-6399-55100-0411

3. Purchase Order under CREC AEPA-024D-1 with Facilities Management Express, LLC to provide a Work Order management system for Facilities related work orders from March 1, 2024 to June 30, 2024 in an amount not to exceed \$44,288.99 was presented by Mr. Lamb who explained that the item is back on the agenda as a result of questions from Board of Education members. Mr. Lamb indicated that the purchase meets all City of New Haven Purchasing requirements and that the purchasing consortium was approved by Purchasing. He introduced Ms. Figueroa, Purchasing Agent for the City of New Haven. Although there was not time to review the City Purchasing process, Ms. Figueroa agreed to return to the committee if there are further questions about the processes used.

Funding Source: 2023-2024 Operating Budget

Acct. #190-47000-56694

II. DISCUSSION:

- **F&O Cover Memo 2nd Draft and Revised Amendment Form:** Committee members reviewed the changes to the Memo. Mr. Wilcox asked that an "other" category be added to question #1. Dr. Yarborough asked examples of budget information be included in question #18. Ms. DeMaio agreed to make the changes. For question #9, committee members recommended additional language on evaluation, requesting past assessments attached to Agreement package. If not attached, committee members asked for explanation of process and results. On the Amendment form, members suggested added text boxes instead of the lines for texts, and adding in note to include copies of the original fully

executed Agreement and prior amendments. Attorney Alexiades indicated that the Corporation Counsel Agreement number should be included on the form. Ms. DeMaio will work with Ms. Manning to the forms. **No motion was made and no vote was taken.**

- **F&O Discussion Calendar:** On the draft calendar, Mr. Wilcox asked that the School Restroom reported be moved to March 18, 2024 meeting. He also recommended adding a report on the new facilities work order system, month to be determined. **No motion was made and no vote was taken.**
- **Update: Transportation Contract Process:** Dr. Negron and Mr. Lamb presented a detailed update on the Contract process. The RFP closed on February 6, 2024 with only 1 bidder. The complete process, timeline and highlights of the new contract proposal are detailed in the presentation which will be posted online and included in the packets for the full Board of Education. The contract will return to the Board of Education after Board of Alders approval, in May 2024. A discussion ensued. **No motion was made and no vote was taken.**
- **Discussion: Process to Rescind a Board Approved Contract:** Mr. Wilcox deferred the topic to another agenda. **No motion was made and no vote was taken.**
- **January 2024 Financial Report:** Ms. Hannans reviewed the financial report as of January 31, 2024, noting cost drivers and mitigation strategies. The presentation is posted on line and will be included in the packets for the full Board of Education.
- **Update: Budget 2024-2025:** Ms. Hannans and Ms. Bourne reviewed a presentation on the projected budget for FY2025. They outlined cost drivers, timelines and requests for project funding. **A discussion ensued. No motion was made and no vote was taken.**

Adjournment: A motion by Dr. Yarborough, seconded by Mr. Wilcox, to adjourn the meeting at 7:19 a.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes; Ms. Rivera, not present.

Respectfully submitted,

Patricia A. DeMaio