



Board of Education Regular Meeting (Monday, January 22, 2024)

Members present

Ms. Yesenia Rivera, Dr Edward Joyner, Ms. Matthew Wilcox, Mayor Justin Elicker, Dr. Orlando Yarborough III, Dr. Abie Benitez, Ms. Andrea Downer, Mx. Harmony Cruz-Bustamante, Mr. John Serana Musser

1. Welcome

Procedural: 1.01 Call to Order

Ms. Yesenia Rivera called to the meeting to order at 5:34 p.m.

Procedural: 1.02 Pledge of Allegiance

Mr. Wilcox led the assembly in the Pledge of Allegiance.

2. Public Participation

Procedural: 2.01 Public Participation - Guidelines

3. Action Items - Discussion and vote anticipated on each topic

Action, Minutes: 3.01 Approval of the Minutes of January 8, 2024

Mr. Wilcox added that he would like to see the Action Items listed with the motions so that all the information can be consolidated to a single document.

It is recommended that the Board approve the Minutes of January 8, 2024 as presented.

Final Resolution: Motion Passes

Motion by Matthew Wilcox, second by Dr Edward Joyner.

Yes: Yesenia Rivera, Dr Edward Joyner, Matthew Wilcox, Justin Elicker, Dr Orlando Yarborough, Dr Abie Benitez, Andrea Downer, Harmony Cruz-Bustamante, John Serana Musser

Action, Reports: 3.02 Personnel Report - Dr. Madeline Negron

Dr. Negrón presented the Personnel Report to the Board members and highlights the retirees and their respective achievements. She thanks them for their time spent within our district and commend them on their retirement.

It is recommended that the Board approve the Personnel as presented.

Final Resolution: Motion Passes

Motion by Matthew Wilcox, second by Dr Abie Benitez.

Yes: Yesenia Rivera, Dr Edward Joyner, Matthew Wilcox, Justin Elicker, Dr Orlando Yarborough, Dr Abie Benitez, Andrea Downer, Harmony Cruz-Bustamante, John Serana Musser

Action, Discussion: 3.03 Finance and Operations Committee - Mr. Matthew Wilcox

Mr. Wilcox inquires of any questions or concerns with any of the items presented for approval. He adds that the two Head Start Certifications will be moved separately for clarity of approval.

Motion to approve of 10 Agreements, 1 Contract, 1 purchase order and 2 Change Orders as recommended by the Finance & Operations Committee.

Final Resolution: Motion Passes

Motion by Matthew Wilcox, second by Dr Edward Joyner.

Yes: Yesenia Rivera, Dr Edward Joyner, Matthew Wilcox, Justin Elicker, Dr Orlando Yarborough, Dr Abie Benitez, Andrea Downer, Harmony Cruz-Bustamante, John Serana Musser

Motion to approve of 1. Head Start Certifications the approval to submit an application for grant as recommended by the Finance & Operations Committee.

Final Resolution: Motion Passes

Motion by Matthew Wilcox, second by Dr Edward Joyner.

Yes: Yesenia Rivera, Dr Edward Joyner, Matthew Wilcox, Justin Elicker, Dr Orlando Yarborough, Dr Abie Benitez, Andrea Downer, Harmony Cruz-Bustamante, John Serana Musser

Motion to approve of 2. Head Start Certifications the approval to submit a low cost extension application for grant as recommended by the Finance & Operations Committee.

Final Resolution: Motion Passes

Motion by Matthew Wilcox, second by Dr Abie Benitez.

Yes: Yesenia Rivera, Dr Edward Joyner, Matthew Wilcox, Justin Elicker, Dr Orlando Yarborough, Dr Abie Benitez, Andrea Downer, Harmony Cruz-Bustamante, John Serana Musser

4. Agreements

Agreements: 4.01 Agreement with Labas Consulting, LLC, to evaluate and analyze multi-lingual programs and design, and deliver professional development opportunities to administrators and teachers serving multi-lingual learners, from January 23, 2024 to June 30, 2024, in an amount not to exceed \$50,000.00. Funding Source: State Bilingual Program Acct. #2518-5184-56694-0412

Agreements: 4.02 Agreement with Learn Regional Educational Service Center, (LEARN), to provide professional development for Hillhouse teachers on effective instructional and engagement strategies, and utilizing block scheduling, from January 23, 2024 to June 25, 2024, in an amount not to exceed \$122,000.00. Funding Source: School Improvement Grant-Hillhouse Program Acct. #2531-6394-56694-0062

Agreements: 4.03 Agreement with Trifecta Ecosystems, Inc., to provide a farm to school program for Hooker Middle School, including installation of an outdoor garden and classroom, from January 23, 2024 to June 30, 2024, in an amount not to exceed \$71,500.00. Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0038

Agreements: 4.04 Agreement with Noble Story Group, to provide leadership training and coaching to the district's executive team, focused on adaptive leadership, from January 22, 2024 to June 20, 2024, in an amount not to exceed \$100,500.00. Funding Source: Alliance Program Acct. #2547-6108-56694-0420

Agreements: 4.05 Amendment #1 to Agreement #96373706 with Shine Early Learning, to expand the Scope of Service to include work with the Head Start team in response to the Enrollment Plan of improvement, and to increase funding of \$70,000.00 by \$27,000.00 to \$97,000.00. Funding Sources: Head Start Basic Carryover Program Acct. #2532-6373-56694-0443 (\$70,000.00) Head Start (PA20) Program Acct. #2532-5278-55576-0443 (\$27,000.00)

Agreements: 4.06 Amendment #2 to Agreement #95384021 with Catholic Charities to decrease the number of unfilled spaces at St. Francis Child Development Center by 3 spaces and to reduce 7 unfilled spaces from Catholic Charities Child Development, and to reduce funding of \$1,620,976.00 by \$44,620.00 to \$1,576,356.00. Funding Source: School Readiness Priority Program Acct. #2523-5384-56697-0442

Agreements: 4.07 Amendment #2 to Agreement # 95384033 with Farnam Nursery School, to increase the number of school year spaces by 5, and to increase funding of \$535,440.00 by \$23,310.00 to \$616,310.00. Funding Source: School Readiness Priority Program Acct. #2523-5384-56697-0442

Agreements: 4.08 Amendment #2 to Agreement #95384014 with St. Aedan's Preschool, to decrease the number of unfilled space by 3 spaces and to decrease funding of \$446,220.00 by \$13,386.00 to \$432,834.00. Funding Source: School Readiness Priority Program Acct. #2523-5384-56697-0442

Agreements: 4.09 Agreement with Foundation for the Arts and Trauma, Inc., (ALIVE Program), to provide preventive trauma-informed counseling services to students at HSC, and to provide a seminar for 9th grade students focused on transitioning to high school, from January 23, 2023 to June 30, 2024, in an amount not to exceed \$67,000.00. Funding Source: School Improvement Grant – HSC Program Acct. #2531-6393-56694-0066

5. Contracts

Contracts: 5.01 Award of Contract 21914 with CT Custom Aquatics to provide On Call Swimming pool repairs from January 23, 2024 to June 30, 2024, in an amount not to exceed \$50,000.00. Funding Source: 2023-2024 Operating Budget Acct. #190-47400-56662

6. Purchase Orders

Purchase Order: 6.01 Purchase Order under State Contract PEPPM with CDW Government LLC to provide sophos licenses renewal which provides IT security operations and threat hunting to detect and intercept suspicious activity, from January 18, 2024 to January 18, 2027, in an amount not to exceed \$327,880.00. Funding Source: 2023-2024 Capital Projects Acct. #3C22-2263-58704

Purchase Order: 6.02 Purchase Order with PowerSchool LLC to provide attendance management and communications system in effort to provide efficient attendance identification, outreach and responses from January 23, 2024 to June 30, 2024, in an amount not to exceed \$60,356.61. Funding Source: ARP ESSER III Carryover Acct. #2553-6399-56694-0444

7. Change Orders

Change Order, Contracts: 7.01 Change Order #2 to Contract 21749A-3-4 with Tucker Mechanical to increase funding amount from \$240,000.00 by \$95,000.00 for a total amount of \$335,000.00 to cover increased service for HVAC repairs due to loss of HVAC vendor. 2023-2024 Capital Projects Acct. #3C20-2065-58101 (\$200,000.00)2023-2024 Capital Projects Acct. #3C24-2461-58101 (\$40,000.00)2023-2024 Capital Projects Acct. #3C20-2065-58101 (\$95,000.00)

Change Order, Contracts: 7.02 Change Order #2 to Contract 21679-4-4 with CT Controls Corp to increase funding amount from \$240,000.00 by \$95,000.00 for a total amount of \$335,000.00 to cover increased service for HVAC repairs due to loss of HVAC vendor. 2023-2024 Operating Budget Acct. #190-47400-56624 (\$200,000.00)2023-2024 Capital Projects Acct. #3C24-2461-58101 (\$40,000.00)2023-2024 Capital Projects Acct. #3C20-2065-58101 (\$95,000.00)

8. Certifications

Certifications: 8.01 Approval to submit an application for grant #01CH01090503C3 to the Administration for Children and Families, Office of Head Start, requesting a carryover of Head Start Basic Funds in the amount of \$1,107,861.00 from the grant period dated July 1, 2022-June 20, 2023 to the July 1, 2023 -June 30, 2024 grant period.

Certifications: 8.02 Approval to submit a low-cost extension application for grant #01HE000822 to the Administration for Children and Families, Office of Head Start, for the remaining balance of COVID funds in the amount of \$20,096.29 American Rescue Plan and \$47,962.49 for the grant period dated July 1, 2021 – March 31, 2023, extending the project period to March 31, 2024.

9. Other Materials - Information Only Finance & Operations Items

Agreements, Information Only: 9.01 Agreement with Capitol Regional Education Council, (CREC), to provide 8 days of virtual training on for 50 special education teachers in the Structured Literacy Series training, from January 22, 2024 to June 30, 2024, in an amount not to exceed \$12,400.00. Funding Source: IDEA Program Acct. #2504-5034-56903-0490

Information Only, Purchase Order: 9.02 Purchase Order with Scenario Learning dba Vector Solutions for licensing for Safe Schools online training for staff from July 1, 2023 to June 30, 2024, in an amount not to exceed \$20,000.00. Funding Source Alliance Grant – District Talent Program Acct. 2547-6105-56694-0490

Agreements, Information Only: 9.03 Agreement with Music Haven, to provide an after-school music program, tutoring and mentoring support for up to 90 students at the Music Havens location in Erector Square, from January 23, 2024 to June 30, 2024, in an amount not to exceed \$16,000.00. Funding Source Extended School Hours Program Acct 2579-5326-56694-0444

Information Only, Purchase Order: 9.04 Purchase Order under State Contract 19PSX0088 with Utility Communication to improve security enhancements to Metropolitan Business Academy from January 22, 2024 to June 30, 2024, in an amount not to exceed \$6,642.00. Funding Source: 2023-2024 Capital Projects Acct. #3C24-2461-58101

10. Other Materials - Reports

Information Only, Reports: 10.01 Information Only - Personnel Report

Discussion, Reports: 10.02 Monthly Financial Report - December 2023

11. Student's Report

Reports: 11.01 Student Members

Mx. Cruz-Bustamante provides an update to the board that the students have been working diligently in the background. The current objective is to create a committee of student council presidents where they will create agendas for a Citywide Student Council meeting in collaboration with district officials. The goal of this committee is to work on the directives that were previously presented to the committee.

12. Teaching and Learning Report

Reports: 12.01 Dr. Edward Joyner

Dr. Joyner states that the last meeting was moved to Wednesday as there was a large part of the group that was sent to Harvard for data training. There are a few policies that he and Dr. Benitez are collaborating on that was before the holiday that they will be picking back up to review and put forward. There will be more to update after their first February Meeting.

13. Facilities Naming Committee Report

Reports: 13.01 Dr. Edward Joyner

Dr. Joyner shouts out Mr. Scholz who has been instrumental in this process. Currently he states that Mr. Scholz is attending the meeting remotely and will present the Facilities Naming Process. The document outlines the Criteria/Eligibility for those who wish to nominate a candidate for facilities naming in NHPS. Which also includes a written request for consideration which must be presented to the Committee Chair. After review the next phase of the process is the Communications director will create a bio for the candidate for the ballot process.

<https://www.nhps.net/domain/133>

Link to website that contains the Biographies and vote mechanism for facilities naming. Currently there are two candidates which outlines the location for the naming of the facility.

14. Superintendent's Report - Dr. Madeline Negron

Reports: 14.01 Report - Superintendent

Dr. Negrón presented the Strategic Operating Plan to the Board members. She highlights a Hillhouse Graduate class of 1939 Constance Baker Motley for celebrating her image on the 47th Black Heritage stamp. The previous version of the Operating Plan was one which was put in place from 2020-2024 which will finish's at the end of this academic year. She is looking for internal and external engagement from staff and families to create a collective share vision of long term success for the district. Thought Exchange is a comprehensive community engagement platform.

The report outlines several staff person roles and departments for the project team and design team for the Strategic Operating Plan which is currently in development. In addition to the roles there is a roadmap and timeline provided which includes a few design sprint opportunities and testing & feedback until a final version will be launched June 20, 2024 which shall be in effect for 5 years.

She provides context on the Design sprints and the intention of them, which is to review data analysis and to determine what is working well in NHPS and where there are opportunities where we can find better alternatives or revise goals.

15. President's Report

Reports: 15.01 Ms. Yesenia Rivera

Ms. Rivera states as was previously discussed the Board meetings will begin rotating locations.

The next Regular Meeting schedule for *Tuesday February 13th, 2024 will be held at Ross Woodward School 185 Barnes Ave New Haven, CT 06513 and will continue the hybrid model.

The appointment of the committees:

Finance & Operations: Chair Matthew Wilcox; Vice-Chair Dr. Yarborough III

Teaching & Learning: Chair Dr. Joyner; Vice-Chair Dr. Benitez

Head Start: Chair Mr. Matthew Wilcox; Vice-Chair Dr. Benitez

Governance: Chair Dr. Benitez; Vice-Chair Ms. Andrea Downer

Food Service Task Force: Chair Dr. Yarborough III, Vice-Chair Mr. Wilcox

Facilities Naming: Chair Dr. Joyner, Vice-Chair Ms. Yesenia Rivera

Citywide School Building Stewardship: Chair Mr. Giovanni Zinn (City of New Haven), Vice-Chair Mr. Wilcox, Board Members: Ms. Rivera Ms. Andrea Downer

16. Head Start Report

Reports: 16.01 Mr. Matthew Wilcox

Mr. Wilcox provides an update with the committee they met last week, there are continued talks regarding enrollment and Head Start spots that are available. There are discussions of a plan in place to increase the enrollment numbers. As well as possible restructuring of the Early Learning department which is planned and some moving around of classrooms. Primarily with the satellite classes and increasing those in particular as those are the ones filled.

17. Citywide School Building Committee Report

Reports: 17.01 Mr. Matthew Wilcox

Mr. Wilcox states the committee met 1/11/2024 and the updated Stewardship report was presented and available for review by board members. There were a couple updates on the adult ed space both the new space being designed and the current location water damage progress and when we can anticipate the program be returned to the location. There are other projects across various schools which were provided updates on, the specifics available on the Stewardship report.

18. Finance & Operations Report

Reports: 18.01 Mr. Matthew Wilcox

Mr. Wilcox presents the December Finance report was presented by our CFO Ms. Linda Hannan's where the deficit of close to 5.876 million and the mitigation tactics. Details are anticipated by the second February meeting to discuss what the financials drivers are of the deficit.

Finance & Operations memos are being updated a draft should be available by the next Board Meeting. There is also procurement updates that need to be discussed regarding the changes on the City's Purchasing policy and make sure we are up to date on those updates. We are seeking a meeting with the City Purchasing Dept to make sure we are all on the same page.

Information Only, Minutes: 18.02 Minutes - Finance & Operations Committee

19. Governance Report

Reports: 19.01 Dr. Abie Benitez

Dr. Benitez states the next governance meeting is set for tomorrow 1/23/2024 as they have changed it to the last Tuesday of the month. She notes a reminder for board members that when we come back with policies for the First Readings that they pay close attention to that particular step so that we can correct or address any concerns of board members and encourages early feedback on policies in this stage of review.

She discusses the CAFE Policies that are needed to be updated and she understands that this process is time consuming. Dr. Benitez adds it may be easiest to adopt the CAFE policies and adapt them. Mr. Wilcox adds that it is preferred to review the policies prior to implementation, as going back to review them may take more time. He adds that with the Union contracts guiding staff to Board policies to implement a large number of policies may cause issues down the line if one that hasn't been reviewed for adoption is held to someone when that isn't the boards intention.

Also the Governance Committee requires a clerical staff person who has the time and attention to detail to review the incoming policies and those that are in review. Be able to track the policies as they are moved through the various stages of committee to ensure that all are accounted for.

20. Food Service Task Group Report

Reports: 20.01 Dr. Orlando Yarborough III

Dr. Yarborough states the committee met earlier this month and the topic of sustainability and climate for the district. As well as increasing grocery support during school breaks and surveying district/community families to identify that partnership to increase funding and collaboration and increase food distribution.

21. Adjournment

Action: 21.01 Move to Adjourn

Move to adjourn meeting at 7:27pm

Final Resolution: Motion Passes

Motion by Dr Edward Joyner, second by Matthew Wilcox.

Yes: Yesenia Rivera, Dr Edward Joyner, Matthew Wilcox, Justin Elicker, Dr Orlando Yarborough, Dr Abie Benitez, Andrea Downer, John Serana Musser

Not Present at Vote: Harmony Cruz-Bustamante

Respectfully Submitted,
Salina Manning
Executive Administrative Assistant

"A video of this meeting is available on the YouTube Channel – New Haven BOE TV and NHPS.net, About Us - Public Meetings"