



NEW HAVEN PUBLIC SCHOOLS
New Haven, Connecticut

NEW HAVEN BOARD OF EDUCATION FINANCE & OPERATIONS COMMITTEE MEETING

Tuesday January 16, 2024

MINUTES

Present: Mr. Matthew Wilcox, Dr. Orlando Yarborough
Staff: Dr. Madeline Negron, Dr. Michael Finley, Dr. Paul Whyte, Ms. Linda Hannans, Mr. Thomas Lamb, Ms. Keisha Redd-Hannans, Ms. Kristina DeNegre, Ms. Patricia DeMaio, Ms. Christine Bourne, Ms. Typhanie Jackson, Ms. Edith Johnson, Ms. Gemma Joseph-Lumpkin, Ms. Mary Derwin, Ms. Cari Strand, Mr. Jamar Alleyne, Ms. Gilda Herrera, Attorney Elias Alexiades

Call to Order: Mr. Wilcox called the meeting to order at 4:32 p.m.

Summary of Motions:

1. **Motion to Recommend Approval of Action Items:** A motion by Mr. Wilcox, seconded by Dr. Yarborough to Recommend Approval of 10 Agreements, 1 Contract*, 1 Purchase Order, 2 Change Orders and 2 Head Start Certifications, passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.
** Reflects Withdrawal of 1 Contract and recategorizing 1 Purchase Order to Agreement status.*
2. **Motion to Adjourn:** A motion by Mr. Wilcox, seconded by Dr. Yarborough to adjourn the meeting at 5:54 p.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.

I. INFORMATION ONLY & ACTION ITEMS:

A. INFORMATION ONLY:

1. 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
2. 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
Discussion: In response to questions from Mr. Wilcox, Ms. Jackson explained that the license provided online training sessions and that content could be expanded in the future.
3. 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

4. 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

B. AGREEMENTS:

1. 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 was presented by Mr. Mendia. **Discussion:** In response to questions, Mr. Mendia explained that the programs are evaluated internally to meet Title III grant requirements but the decision was made to have an external audit for additional assessment and feedback.
Funding Source: State Bilingual Program Acct. #2518-5184-56694-0412
2. 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 was presented by Ms. DeNegre on behalf of Ms. Moore. **Discussion:** In response to questions, Ms. DeNegre explained that the contractor is a state approved RESC and that the training would be beneficial to staff at Hillhouse. She agreed that the training modules could be expanded district in the future, if appropriate.
Funding Source: School Improvement Grant-Hillhouse Program Acct. #2531-6394-56694-0062
3. 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 was presented by Ms. DeNegre with additional comments by Ms. Strand. In response to questions about the possibility of having one Agreement for multiple locations, Dr. Negrón noted that staff would be looking at creating these Agreements in the future.
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0038
4. 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 was presented by Ms. Johnson who described the contractor selection process. Dr. Negrón explained that the training of executive management was part of her vision to build a learning organization in all staff layers of the district.
Funding Source: Alliance Program Acct. #2547-6108-56694-0420
5. 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 was presented by Ms. Derwin.
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)

Amendments #6-8 were presented as a group by Ms. Derwin on behalf of Ms. Diaz-Valencia, who explained that the amendments reflected enrollment changes in School Readiness programs, as approved by the New Haven Early Childhood Council.

6. 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
 Presenter: Ms. Vanessa Diaz-Valencia Document Link: CathCharAmend
7. 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
 Presenter: Ms. Vanessa Diaz-Valencia Document Link: FarnamAmend
8. Amendment #2 to Agreement #95384014 with St. Aedan's Preschool, to decrease the number of unfilled spaces 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
 Presenter: Ms. Vanessa Diaz-Valencia Document Link: StAedanAmend
9. 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 was presented by Ms. Strand. **Discussion:** In response to questions about the scheduling process, Ms. Strand explained that students make appointments through email or with the secretary and that the program is well-utilized on an ongoing basis.
 Funding Source: School Improvement Grant – HSC Program Acct. #2531-6393-56694-0066
10. Agreement 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 (yearly payment \$109,293.33) was presented by Ms. Herrera. **Discussion:** Ms. Herrera corrected the agenda as the item was listed under Purchase Orders but should be under Contracts. After the meeting, staff further corrected the submission as an Agreement, not a Purchase Order or Contract. The change will be reflected in the action items submitted to the Board of Education.
 Funding Source: 2023-2024 Capital Projects Acct. # 3C22-2263-58704

C. CONTRACTS:

1. 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
 Presenter: Mr. Jamar Alleyne Document Link: CTAqua24
2. **WITHDRAWN:** Award of Contract 21914 with CT Custom Aquatics to provide On Call Swimming pool repairs from July 1, 2024 to June 30, 2025, in an amount not to exceed \$50,000.00 was WITHDRAWN by Mr. Alleyne.

Funding Source: 2023-2024 Operating Budget

Acct. # 190-47400-56662

D. PURCHASE ORDERS:

1. 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 was presented by Ms. Joseph-Lumpkin. **Discussion:** In response to questions, Ms. Joseph-Lumpkin explained that the system will provide reports and allow for two-way communication with families and real time responses. Dr. Yarborough asked about preventive tools are included. Ms. Joseph Lumpkin explained that the program allows for multi-tiered layers of support as it allows for review of all students, identifies students at risk but not yet chronic and tracks outreach. In response to questions about the possibility of multi-year contracts versus one-year, Ms. Joseph Lumpkin reported that it is a possibility once the program is utilized and assessed.

Funding Source: ARP ESSER III Carryover

Acct. # 2553-6399-56694-0444

E. CHANGE ORDERS:

1. 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 was presented by Mr. Alleyne. Discussion: Mr. Alleyne reported that the original contractor had initially indicated interest in renewing contract but decided not to renew. As a result, a change order was required for the new contractor.

Funding Source: 2023-2024 Operating Budget
 2023-2024 Capital Projects
2023-2024 Capital Projects

Acct. # 190-47400-56624 (\$200,000.00)
 Acct. # 3C24-2461-58101 (\$40,000.00)
Acct. # 3C20-2065-58101 (\$95,000.00)

2. 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 was presented by Mr. Alleyne.

Funding Source: 2023-2024 Capital Projects
 2023-2024 Capital Projects
2023-2024 Capital Projects

Acct. # 3C20-2065-58101 (\$200,000.00)
 Acct. # 3C24-2461-58101 (\$40,000.00)
Acct. # 3C20-2065-58101 (\$95,000.00)

F. HEAD START CERTIFICATIONS: Ms. Derwin presented the two Head Start Certifications which require approval by the Board of Education:

1. Approval to submit 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 30, 2023 to the July 1, 2023 -June 30, 2024 grant period.
2. 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.

II. DISCUSSION:

- **Financial Report December 31, 2023:** Ms. Hannans presented the report, as posted on the website, detailing total expenditures through December 31, 2023. She noted a deficit of \$5,876,740.00. Key drivers of the deficit are salaries, which include overtime for custodians and security, staff raises and increasing costs, as well as less than expected revenue from Interdistrict, due to under enrollment of suburban students. Ms. Hannans review ongoing mitigation strategies. A discussion ensued. For the next report, committee members asked for more detail on major drivers of the deficit. **No motion was made and no vote was taken.**
- **Agreement Cover Memo Revision Update:** Mr. Wilcox reported and Ms. DeMaio confirmed that a draft revised memo will be presented at the next committee meeting in March. **No motion was made and no vote was taken.**
- **Procurement Policy Update:** Mr. Wilcox reiterated that the policy requires update and that a meeting with city purchasing should be called to discuss changes to the procurement policy that reflect the Charter Revision. **No motion was made and no vote was taken.**

Adjournment: A motion by Mr. Wilcox, seconded by Dr. Yarborough to adjourn the meeting at 5:54 p.m., passed by Roll Call Vote: Dr. Yarborough, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio