



NEW HAVEN PUBLIC SCHOOLS  
New Haven, Connecticut

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

Monday, February 5, 2024

**MINUTES**

**Present:** Mr. Matthew Wilcox, Dr. Orlando Yarborough, Ms. Yesenia Rivera  
**Staff:** Dr. Madeline Negron, Dr. Michael Finley, Dr. Paul Whyte, Ms. Linda Hannans, Ms. Patricia DeMaio, Ms. Keisha Redd-Hannans, Ms. Kristina DeNegre, Ms. Viviana Camacho, Ms. Gemma Joseph Lumpkin, Ms. Vanessa Diaz-Valencia, Ms. Edith Johnson, Mr. Christian Tabares, Ms. Gilda Herrera, Ms. Monica Joyner, Ms. Jennifer Swingler, Ms. Christine Bourne, Ms. Mary Derwin, Ms. Dina Natalino, Mr. Frank Fanelli, Attorney Elias Alexiades, Attorney Michael Pinto

**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 1 Abstract, 14 Agreements, 2 Contracts, 4 Purchase Orders and 1 Resolution, was unanimously approved by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
2. **Motion to Move Policy to the Governance Committee:** A motion by Mr. Wilcox, seconded by Dr. Yarborough, to send Series 3000 Policy #3520.13 Student Data Protection and Privacy/Cloud-Based Issues, to the Governance Committee, was unanimously approved by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
3. **Motion to Adjourn:** A motion by Dr. Yarborough, seconded by Ms. Rivera to adjourn the meeting at 6:22 p.m., passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

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

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

1. Agreement with Len Cabral, to provide two sessions on African Oral Storytelling during Read Across America Day for students at Ross Woodward School, from March 1, 2024 to March 1, 2024, in an amount not to exceed \$1,300.00.  
Funding Source: Title I Program Acct. #2531-0010-56694-0010
2. Agreement with Common Ground to create an outdoor learning space and support at Ross Woodward School, from February 13, 2024 to June 30, 2024, in an amount not to exceed \$13,000.00.  
Funding Source: Interdistrict Magnet Program Acct. #270-433-10-56697

3. Agreement with Narrative 4, Inc., to provide facilitator training, Schoolwide Story Exchange program and student summit, for students at HSC, from February 13, 2024 to June 30, 2024, in an amount not to exceed \$19,940.00.  
Funding Source: School Improvement Grant (SIG) – HSC Program Acct. #2531-6393-56694-0066
4. Amendment #1 to Agreement #95256778 with The Green Peacock Corporation, to change the funding account number from Title I Program, account #2531-5256-56694-0444 to Title I Program, account # 2531-5257-56694-0020, with no change in total funding amount of \$7,200.00.  
Funding Source: Title I Program Acct. #2531-5257-56694-0020
5. Agreement with William Alan Brown, d/b/a Learning to Thrive, LLC, to provide professional development training on social-emotional learning and well-being for staff at Foote School under the Title IIA Non-Public Program, from February 13, 2024 to June 1, 2024, in an amount not to exceed \$6,378.44.  
Funding Source: Title IIA Non-Public Program Acct. #2511-5678-56905-NP11
6. Amendment #1 to Agreement #96399759 with Mystic Aquarium to change the funding source and account # from ARP ESSER III Carryover, acct. #2553-6399-56697-0019 to Interdistrict Magnet Program, acct. #270-433-19-56697, with no change in total funding amount of \$7,500.00.  
Funding Source: Interdistrict Magnet Program Acct. #270-433-19-56697
7. Purchase Order under State Contract 20PSX0088 with Dalene Flooring for additional floor prep at Hillhouse high school treads and rubber tile, from February 5, 2024 to June 30, 2024, in an amount not to exceed \$4,264.12.  
Funding Source: 2023-2024 Capital Projects Acct. #3C24-2461-58101
8. Purchase Order under State Contract 19PSX0002 with New England Pump and Valve Co. to repair pump to boiler at Cross High School from February 5, 2024 to June 30, 2024, in an amount not to exceed \$4,429.00.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
9. Purchase Order under State Contract 19PSX0002 with New England Pump and Valve Co. to repair pump to boiler at ESUMS High School from February 5, 2024 to June 30, 2024, in an amount not to exceed \$5,570.00.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
10. Purchase Order under State Contract 19PSX0002 with New England Pump and Valve Co. to rebuild heating loop motor/pump to boiler at Lincoln Bassett High School from February 5, 2024 to June 30, 2024, in an amount not to exceed \$16,252.00.  
Funding Source: 2023-2024 Capital Projects Acct. # 3C24-2461-58101
11. Purchase Order under State Contract 18PSX0319 with Sports Construction of CT to install aluminum benches from February 5, 2024 to June 30, 2024, in an amount not to exceed \$9,912.00.  
Funding Source: Wexler Grant Program Acct. #2547-6456-54411

**B. ABSTRACT:**

1. Carl D. Perkins Continuous Improvement Plan Grant in the amount of \$568,667.00 to support continued support for CTE Programs – Technology Education, Family & Consumer Sciences, Business/Finance, Medical Careers, Marketing Education, Agriculture/Aquaculture Sciences, from January 1, 2024 to September 30, 2024 was presented by Dr. Whyte.  
Funding Source: Connecticut State Department of Education

**C. AGREEMENTS:**

1. Amendment #1 to Agreement #96326707 with Clifford W. Beers Guidance Clinic, Inc., to change the Head Start funding source from Head Start Carryover Program, acct. #2532-6326-56694-0443 to Head Start Basic Program, acct. #2532-5279-56694-0443 with no change in funding amount of \$180,722.00 was presented by Ms. Derwin. Funding Source: Head Start Basic Program Acct. #2532-5279-56694-0443
2. Amendment #1 to Agreement #95713131 with State Education Resource Center, (SERC), to expand the Scope of Service to include 5 additional professional development sessions for teachers with multilingual learners, and to increase funding of \$30,800.00 by \$7,000.00 to \$37,800.00, and to fund increase from Title III Program was reviewed by committee in the absence of a presenter.  
Funding Source: Title III Carryover Program Acct. #2518-5713-56694-0412 (\$30,800.00)  
**Title III Program Acct. #2518-5679-56694-0412 (\$ 7,000.00)**
3. Amendment #1 to Agreement #96399733 with Connecticut RISE Network, Inc., to clarify the hourly rate for all coaching and professional learning services, and time for RISE staff preparation, planning and debrief, at the rate of \$188.57 per hour for a maximum of 175 hours, with no change in total funding amount of \$33,000.00 was presented by Dr. Whyte who explained that the amendment clarified specific costs without changes to the Scope of Service or total cost.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-50136-0103
4. Agreement with District Arts and Education, (DAE), to provide a computer science program on Web Design and Coding, for up to 50 high school students, from March 5, 2024 to May 30, 2024, in an amount not to exceed \$105,000.00 was presented by Ms. Natalino, who explained that this introductory program consists of two sessions and that the program is in addition to the year-round program provided by the organization.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0410
5. Agreement with Southern Connecticut State University to provide Certified Nurse Assistant, (CNA), training to 40 high school students, from March 2, 2024 to May 31, 2024, in an amount not to exceed \$64,000.00 was presented by Ms. Natalino.  
Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0116
6. Agreement with President and Fellows of Harvard College, to provide virtual coaching support to staff teams enrolled in the Data Wise Leadership Institute, from February 13, 2024 to June 30, 2024, in an amount not to exceed \$1,248,750.00 was presented by Ms. Redd-Hannans who provided a presentation on the program. She reported that the program was presented to the Teaching & Learning Committee on December 20, 2023 and discussed the goal of implementing a data focused system and data protocols. Currently, data is not driving decision making in schools and the training will assist the district with establishing decisions grounded in data. She introduced Ms. DeNegre to talk about how the program was

utilized at Clinton Avenue School; Ms. Joyner noted that the program helps to build data literacy and challenges staff to review at least 3 pieces of data before decisions are made. Ms. Swingler and Ms. Johnson also spoke favorably about the training they have attended thus far and support the program. Ms. Redd-Hannans noted that the program is a significant investment now, in order to scale it district-wide, but in future, train the trainer programs will impede the program for the future.

Discussion: Mr. Wilcox asked Ms. Redd-Hannans to either write a memo or update the presentation for inclusion in the packets for the Board of Education.

Funding Source: ARP ESSER III Carryover Program Acct. #2553-6399-56694-0105

7. Agreement with Boys Scouts of America, CT Yankee Council, to provide outdoor and hands on programming for 100 students, from February 12, 2024 to June 30, 2024, in an amount not to exceed \$50,000.00 was Ms. Joseph-Lumpkin.

Funding Source: Extended School Hours Program Acct. #2579-5326-56694-0444

8. Amendment #1 to Agreement # 96399805 with Boys and Girls Club of Greater New Haven, to change funding account # for Spring Fun Club from Title I Program, account # 2531-5256-56694-0444 to Title I Program, account #2531-5257-56694-0444; to increase participation for Spring Fun Club from 43 students to 100 students; to expand the Scope of Service to include extended school hours programming during half days and vacation day programming; to include administrative cost for Spring Fun Club half and full day programming in the amount of \$3,105.00; and to increase total funding of original Agreement from \$130,240.00 by \$23,805.00 to \$154,045.00 was presented by Mr. Tabares.

Funding Sources:

ARP ESSER III C/O- 2553-6399-56694-0444 (Brenann Rogers: \$44,640.00)

ARP ESSER III C/O- 2553-6399-56694-0444 (Bishop Woods: \$69,600.00)

<b>Title 1 Program</b>	<b>Acct. # 2531-5257-56694-0444 (Spring Fun Club: \$16,000.00)</b>
<b>Extended School Hours Program</b>	<b>Acct. #2579-5326-56694-0444 (Spring Fun Club: \$11,400.00)</b>
<b>Extended School Hours Program</b>	<b>Acct. # 2579-5326-56694-0444 (Half Day \$3,000.00)</b>
<b>Extended School Hours Program</b>	<b>Acct. # 2579-5326-56694-0444 (Vacation Day \$6,300.00)</b>
<b>Extended School Hours Program</b>	<b>Acct. # 2579-5326-56694-0444 (Admin Fees \$3,105.00)</b>

9. Amendment #2 to Agreement #96399768 with Little Scientists to change the funding account number for programming at Lincoln Bassett from Title I Program, acct. #2531-5256-56694-0444 to Title I Program, acct. #2531-5257-56694-0020; to change funding account number for East Rock from Title I Program, acct. #2531-5256-56694-0444 to Title I Program, acct. #2531-5257-56694-0046, and to change funding account number for John Martinez from Title I Program, acct. #2531-5256-56694-0444 to Title I Program, acct. #2531-5257-56694-0008, with no change in total funding amount of \$55,350.00 was presented by Mr. Tabares.

Funding Sources:

ARP ESSER III C/O- 2553-6399-56694-0444 (Hill Central: \$12,150.00)

ARP ESSER III C/O- 2553-6399-56694-0444 (Nathan Hale- \$9,000.00)

ARP ESSER III C/O- 2553-6399-56694-0444 (Jepson- \$3,150.00)

**Title 1- 2531-5257-56694-0020 (Lincoln Bassett: \$11,025.00)**

**Title 1- 2531-5257-56694-0046 (East Rock- \$10,575.00)**

**Title 1- 2531-5257-56694-0008 (John Martinez- \$9,450.00)**

10. Amendment #2 to Agreement #96399775 with SPORT Academy Est 2013 Inc., to change the Title I account number for Fair Haven from 2531-5256-56694-0444 to Title I Program, acct. #2531-5257-56694-0016, with no change in total funding amount of the Agreement of \$70,360.00 was presented by Mr. Tabares.  
Funding Sources:  
ARP ESSER II C/O: 2553-6399-56694-0444 (Roberto Clemente- \$24,000.00)  
ARP ESSER II C/O: 2553-6399-56694-0444 (Brennan Rogers- \$7,040.00)  
ARP ESSER II C/O: 2553-6399-56694-0444 (Wexler Grant- \$7,040.00)  
Title 1 Saturday Academy: 2531-5208-56694-0444 (Wexler, Clemente, Fair Haven- \$21,000)  
**Title 1: 2531-5257-56694-0016 (Fair Haven- \$11,280.00)**
11. Amendment #2 to Agreement #96399771 with Eli Whitney Museum, to change the East Rock School funding account number from Title I Program, acct. #2531-5256-56694-0444 to Title I Program, acct. #2531-5257-56694-0046, with no change in total funding amount of \$86,940.00 was presented by Mr. Tabares.  
Funding Sources:  
ARP ESSER III C/O Program Acct. # 2553-6399-56694-0444 (Barnard -\$15,180)  
ARP ESSER III C/O Program Acct. # 2553-6399-56694-0444 (Celentano -\$23,805.00)  
ARP ESSER III C/O Program Acct. # 2553-6399-56694-0444 (Wexler Grant -\$18,630.00)  
ARP ESSER III C/O Program Acct. # 2553-6399-56694-0444 (Roberto Clemente-\$13,110.00)  
**Title 1 Program Acct. # 2531-5257-56694-0046 (East Rock- \$16,215.00)**
12. Amendment #3 to Agreement #95384038 with Auntie Rose Child Care and Development Center to convert unenrolled spaces into 4 Infant/Toddler spaces, and to increase funding of \$426,458.00 by \$22,500.00 to \$448,958.00 was presented by Ms. Diaz-Valencia.  
Funding Source School Readiness – Priority Program Acct. #2523-6432-56697-0442
13. Amendment #3 to Agreement #9538406 with The Little Schoolhouse, to convert unenrolled spaces into 4 Infant/Toddler spaces, and to increase funding of \$204,912.00 by \$22,500.00 to \$227,412.00 was presented by Ms. Diaz-Valencia.  
Funding Source: School Readiness – Priority Program Acct. #2523-6432-56697-0442
14. Agreement with CT Custom Aquatics to provide start up and operational costs associated with Conte Pool from February 5, 2024 to June 30, 2024, in an amount not exceed \$70,550.00 was presented by Mr. Fanelli.  
Funding Source: ARP ESSER III Carryover Acct. #2553-6399-56697-0474

#### D. CONTRACTS

1. Award of Contract 21908 to JLY Construction Managers for the remodel of the southwest entry of Edgewood School the area to be remodeled consists of the nurses' suite entrance on the lower level including an accessible ramp and landing from the exterior door from February 5, 2024 to June 30, 2024, in an amount not to exceed \$87,390.00 was presented by Mr. Fanelli.  
Funding Source 2023-2024 Capital Projects Acct. #3C24-2461-58101
2. Award of Contract 21905 to Milestone Construction Services for the renovation of a portion of Hillhouse High School and Wilbur Cross High School for the manufacturing program from February 5, 2024 to June 30, 2025, in an amount not to exceed \$2,059,056.00 was presented by Mr. Fanelli.  
**Discussion:** Mr. Wilcox asked if the end date of the Contract was an error as it extends beyond the end of

the fiscal year. Mr. Fanelli agreed that it may be an error and would be corrected. The correct end date will be reflected in the Board of Education Action Items.

Funding Source: ARP ESSER Carryover III	Acct. #2553-6399-56697-0474 (\$1,359,056.00)
Manufacturing Pathway Grant	Acct. #2560-6440-56694-0102 (\$700,000.00)

## E. PURCHASE ORDERS:

1. Purchase Order under State Contract 18PSX0202 with Total Communications, LLC to provide upgrade to flex software of the phone system from July 1, 2023 to June 30, 2024, in an amount not to exceed \$250,000.00 was presented by Ms. Herrera. She explained that no further equipment upgrades are necessary and that cost of future software upgrades are covered in the cost of this order. No further payments will be necessary for the next two years which will provide time to secure funding for future years.  
Funding Source: ARP ESSER III Carryover Acct. #2553-6399-54409-0105
2. Purchase Order under CREC 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 provided by Mr. Lamb who provided an overview on the functionality of the work order system.  
Funding Source: 2023-2024 Operating Budget Acct. #190-47000-56694
3. Purchase Order under State Contract 18PSX0319 with Sports Construction of CT to resurface basketball court and install new base from February 5, 2024 to June 30, 2024, in an amount not to exceed \$80,948.27 was presented by Mr. Fanelli.  
Funding Source: Wexler Grant Program Acct. #2547-6456-54411
4. Purchase Order under State Contract with Obrien & Sons to provide design and resurface the playground at Wexler School, from February 5, 2024 to June 30, 2024, in an amount not to exceed \$172,492.00 was presented by Mr. Fanelli.  
Funding Source: Wexler Grant Program Acct. #2547-6456-54411  
Presenter: Mr. Frank Fanelli Document Link: PlaygroundWexler

## F. RESOLUTION:

1. Order of the New Haven Board of Education approving the conveyance of such interest in title as the New Haven Board of Education may have to those properties known as Strong School 69 Grand Ave and an unnumbered parcel on Perkins St known as assessor's parcel no. 160-0761-02101, New Haven, CT to the City of New Haven was presented by Attorney Michael Pinto. He explained that the resolution was required to clear up the chain of title for the property adjoining Strong School after the school was returned to the City in 2010.

## II. DISCUSSION:

- **Transportation Contract Update:** Mr. Lamb reported that the RFP ends on February 6, 2024 and he will work with City Purchasing to move forward. He will provide another update at the next meeting.  
**No motion was made and no vote was taken.**

- **Series 3000 Policy #3520.13 Student Data Privacy:** Committee members did not have questions or discussion about the policy. A motion by Mr. Wilcox, seconded by Dr. Yarborough, to send Series 3000 Policy #3520.13 Student Data Protection and Privacy/Cloud-Based Issues, to the Governance Committee, was unanimously approved by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.
- **Series 3000 Policy #3323 Procurement Policy:** Mr. Wilcox reported that he anticipates meeting with the City and staff regarding changes that may be needed in policy as a result of changes in the City Charter. He will provide an update at upcoming meetings. **No motion was made and no vote was taken.**
- **Draft Revised F&O Memo:** Mr. Wilcox introduced the draft memo, which was sent to committee and posted online. A discussion ensued. The following recommendations for editing were provided during discussion: 1) budget information: the form should ask for budget information, in terms of how the contractor's rates are determined. The contractor can either attach a copy of a budget or the memo should provide space to delineate budget categories, similar to the form included in grant abstracts. 2) Vendor Proposal: if possible, the RFQ/RFP should be included with the Agreement as an exhibit. 3) Funding Sustainability Question: form should include a question for grant funded programs or projects that addresses how the program will be provided in future, if funding is not available. In response to suggestions, staff will investigate how much of the RFP/RFQ can be shared and the format. Mr. Wilcox asked Ms. DeMaio to provide a new draft and asked that the Amendment form be revised. **No motion was made and no vote was taken.**
- **Revised F&O Discussion Calendar:** Mr. Wilcox asked staff to send out the current discussion calendar so that Board of Education members can review for edits. A revised calendar draft will be available at the next meeting. **No motion was made and no vote was taken.**
- **Substitute Teacher Pay – Update:** Ms. Hannans reported that the City of New Haven has corrected the rates to the new daily rate of \$105.91 and that a retro payment was made for the first paycheck in 2024. The update will cost approximately \$66,000.00. Ms. Hannans also confirmed that s payroll table has been updated with Connecticut's new minimum wage of \$15.69 per hour. **No motion was made and no vote was taken.**

**Adjournment:** A motion by Dr. Yarborough, seconded by Ms. Rivera to adjourn the meeting at 6:22 p.m., passed unanimously by Roll Call Vote: Dr. Yarborough, Yes; Ms. Rivera, Yes; Mr. Wilcox, Yes.

Respectfully submitted,

Patricia A. DeMaio