



## CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

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### New Britain Board of Education Regular Meeting

January 7, 2019 - 6:00 PM | New Britain Educational Administration Center

#### Call to Order and Roll Call

##### Call to Order

Ms. Nicole Rodriguez, President of the New Britain Board Education, called the meeting to order at 6:10 PM.

##### Board Members Present

Ms. Catherine Cheney, Mr. Nicholas Mercier, Ms. Yvonne Muniz, Ms. Annie Parker, Ms. Nancy Rodriguez, Ms. Nicole Rodriguez, Mr. James Sanders, Ms. Gayle Sanders-Connolly, Dr. Violet Jiménez Sims

##### Board Members Absent

Mr. Merrill Gay

#### Student Recognition

20 students from New Britain High School were honored and recognized for their high quality of professionalism and work on Election Day back in November.

New Britain Registrar of Voters, Lucian Pawlak (D) and Peter Gostin (R), initiated the recognition for the students, who were under the direction of Mr. David Messina and Mr. Michael Blanker, teachers at New Britain High School.

According to Pawlak and Gostin, the students who participated as poll workers demonstrated a high level of competence and responsibility. They attended all of the required training sessions and came to work at the polls at the designated time of 5:15 AM. They performed a variety of tasks professionally and in some locations, assisted experienced poll workers without being asked.

Pawlak and Gostin noted that several moderators, including some who are the chief officials at each polling location, commented on the quality and ability of the students. Students were presented with certificates from the Board of Education.

#### Reports

The Superintendent's Report is attached.

#### Old Business

##### Policy: Approve new policy: 6163.32 - Service Animals

Submitted by the Policy Subcommittee | Reviewed by the Policy Subcommittee on November 28, 2018

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#### New Britain Board of Education

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The Board of Education (Board) adopts this policy to ensure that individuals with disabilities are permitted to participate in and benefit from district programs, activities and services, and to ensure that the District does not discriminate on the basis of disability.

Service animal means any guide dog, signal dog, or other animal individually trained to do work or perform tasks for the benefit of an individual with a disability.

A “service animal” per 28 C.F.R. 35.104, for purposes of this policy is any dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including, but not limited to, a physical, sensory, psychiatric, intellectual or other mental disability. The work or tasks performed by a service animal must be directly related to the individual’s disability or necessary to mitigate a disability.

Federal regulation 28 C.F.R. 35.104 provides examples of types of work or tasks that would qualify. Service animals do not include any other species of animal, whether wild or domestic, trained or untrained, except that a miniature horse will be permitted for use as a service animal if reasonable modifications can be made after assessing the specific factors listed in 28 C.F.R. 35.136(i). Animals whose sole function is to provide emotional support, well-being, comfort, companionship, or therapeutic benefits, or to act as a crime deterrent, are not service animals for the purpose of this policy.

The Board shall permit individuals with disabilities to use service animals in District buildings; on District property; and on vehicles that are owned, leased or controlled by the School District, upon request and submission of required documentation.

The District shall not assume or take custody or control of, or responsibility for, any assistance dog or the care or feeding thereof. The owner or person having custody and control of the dog shall be liable for any damage to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up, stain removal, etc.

*Mr. Mercier motioned to approve Policy 6163.32 - Service Animals, seconded by Ms. Sanders-Connolly. Motion carried unanimously.*

## Consent Agenda

There were no objections to pull the following items off the Consent Agenda. Therefore, these items were approved:

### **Operations: Approve minutes from the Regular Board of Education Meeting on December 3, 2018**

Submitted by Mr. Matthew Cannata | No subcommittee review

### **Operations: Accept Enrollment Report**

Submitted by Mr. Jeff Prokop | No subcommittee review

### **Operations: Approve December 31, 2018 Financial Report and Budget Transfers**

Submitted by Mr. Kevin Kane | No subcommittee review

### **Personnel: Approve personnel transactions and extracurricular appointments**

Submitted by Dr. Shuana Tucker | No subcommittee review

### **Partnerships: Approve Service Provider Agreement between New Britain BOE and Balanced Behavioral Health**

Submitted by Mr. Mark Spalding | No subcommittee review

### **Partnerships: Approve grants from the Connecticut State Department of Education for Northend, Smith, Slade, Pulaski (\$125,000) and New Britain High School (\$250,000)**

Submitted by Ms. Tricia Putnam | No subcommittee review

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**Partnerships: Accept donation from Downes Construction in the amount of \$12,000 for Brookside, Chamberlain, DiLoreto, Gaffney, Holmes, Jefferson, Lincoln, New Britain Transitional Center, Northend, Smalley, Smith, & Vance**

Submitted by Ms. Ryan Langer | No subcommittee review

Downes Construction will donate \$12,000 to honor one building designee in 12 schools. Administrators were asked to nominate a staff member who is an unsung hero within their school who illustrates passion towards creating a positive environment, is resilient, empowers families and is engaged in student success. Each of the 12 schools will receive \$1,000 for that staff member to use in their classroom.

Schools include: Brookside, Chamberlain, DiLoreto, Gaffney, Holmes, Jefferson, Lincoln, NBTC, Northend, Smalley, Smith, Vance. This donation was made possible through a connection with The Ana Grace Project at these schools.

The total is \$12,000 and the funding source is Downes Construction

**Partnerships: Accept donation from Ana Grace Project in the amount of \$1,000 for NBHS Satellite Careers Academy**

Submitted by Ms. Ryan Langer | No subcommittee review

The Ana Grace Project will donate \$1,000 to honor one building designee at Satellite Careers Academy. The administrator was asked to nominate a staff member who is an unsung hero within SCA who illustrates passion towards creating a positive environment, is resilient, empowers families and is engaged in student success. SCA will receive \$1,000 for that staff member to use in their classroom. The total is \$1,000 and the funding source is The Ana Grace Project

**Partnerships: Accept donation in the amount of \$500 from J.B. Hun Trnsport Adopt-A-Class for Chamberlain**

Submitted by Mr. Manuel Zaldivar | No subcommittee review

Every year, J.B. Hunt Transportl has a contest for their drivers in which they can nominate their children’s classes for a \$500 donation in school supplies. They call the contest Adopt-a-Class. This year, a Chamberlain Elementary school 1st grade classroom was chosen as an Adopt-a-Class winner!

Edwin Cabellero nominated his son Edwin’s 1st grade classroom to receive the donation of \$500 worth of school supplies. The teacher will create a wish list for supplies. Those will be delivered to the school on a future date. Students will write thank you cards to the company and reflect on how those supplies will support their academic progress.

The total is \$500.00 and the funding source is J.B. Hunt Transport Adopt-A-Class.

**Executive Session**

Ms. Sanders-Connolly motioned to go into executive session at 6:35 PM to discuss a legal settlement and to receive an update on pending legal matters, seconded by Ms. Cheney. Ms. Sarra (Superintendent), Mr. Kane (Chief Financial and Operations Officer), Ms. Grega-Mals (Talent Manager), and the attorneys present were invited into executive session. Motion carried unanimously.

**Continuation of Meeting**

The meeting resumed in public session at 7:23 PM.

**New Business**

**Operations: Approve settlement agreement and release with Town and Country Transportation**

Submitted by Mr. Kevin Kane | No subcommittee review

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*Ms. Sanders-Connolly motioned to approve the settlement agreement and release with Town and Country Transportation, seconded by Ms. Cheney. All were in favor with the exception of Ms. Sanders-Connolly.*

### **Operations: Approve Superintendent's Budget Request for Fiscal Year 2019-2020**

Submitted by Mr. Kevin Kane | No subcommittee review

Mr. Kevin Kane, Chief Financial and Operations Officer, presented the Superintendent's Budget Request for Fiscal Year 2019-2020. The full budget request can be found online at [www.csdnb.org](http://www.csdnb.org).

*Mr. Sanders motioned to approve the Superintendent's Budget Request for Fiscal Year 2019-2020, seconded by Ms. Cheney. Motion carried unanimously.*

### **Operations: Authorization to proceed with movement of New Britain Transitional Center to Slade Portables and conversion of Pulaski portables to a districtwide kitchen facility for Whitsons Culinary Group**

Submitted by Mr. Ray Moore | Reviewed by the Finance Subcommittee on December 18, 2018

Mr. Ray Moore, Chief Facilities Officer and Mr. Jeff Taddeo from Whitsons presented their proposal to convert the Pulaski portables to a districtwide kitchen facility for Whitsons Culinary Group.

The Superintendent is proposing moving the New Britain Transition Center program, currently located in the Pulaski Portable building, into the Slade Portable building. The Adult Education program, currently located in the Slade Portable building, will move to the Roosevelt Campus and may occupy the space currently used by Smalley's six kindergarten classes. Beginning school year 2019, the six kindergarten classes currently located at Roosevelt will return back to the newly renovated Smalley Elementary School. Both the Slade and Pulaski portable buildings are the same size.

We are requesting the Board of Education authorize Facilities to convert the Pulaski Portable building into a districtwide kitchen facility for Whitsons to prepare breakfast, lunch, limited dinners, and summer school meals. During the school year, Whitsons prepares approximately 16,000 meals a day and during the summer Whitsons prepares roughly 4,000 meals a day for various programs.

Kaestle Boos Architects of New Britain is currently working on schematic drawings in order to prepare a cost estimate to convert the Pulaski Portable building into a kitchen and to erect adequate space for dry goods, refrigeration and freezer areas for Whitsons to prepare their daily meals. Tractor trailers deliver daily food and supplies to Whitsons in order to prepare these meals. Our existing facilities are not adequate to meet the growing needs of our food service vendor, therefore, we are requesting the Board of Education's authorization to proceed with schematic drawings and cost estimates for this project.

*Mr. Mercier motioned to authorize CSDNB and Whitsons to proceed with movement of New Britain Transitional Center to Slade Portables and conversion of Pulaski portables to a districtwide kitchen facility for Whitsons Culinary Group, seconded by Ms. Cheney. Motion carried unanimously.*

### **Operations: Accept submission of Board of Education Capital Improvement Projects**

Submitted by Ms. Nancy Sarra and Mr. Kevin Kane | No subcommittee review

Annually, the Board of Education should be submitting, along with the Annual Operating Budget, a Capital Projects List. Detailed below are the two categories of projects for Capital Projects.

The Superintendent is asking the Board of Education to submit to the City a Capital Projects List with the 2019-2020 Board of Education Operating Budget. The first category of our Capital Projects to be submitted consists of three portable buildings - one at Chamberlain, one at Holmes and one at Jefferson. The total cost to build the three buildings is estimated to be \$4,080,000.

The second category of Capital Projects is the re-roofing of six of our schools. The schools include Chamberlain, Holmes,

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Jefferson, Pulaski, Roosevelt and Slade. The roofs on the six schools are over 20 years old, are leaking and need to be replaced. See attached detail regarding the estimated cost to replace the 6 roofs is \$13,991,991.

Both projects are eligible for reimbursement through the Office of School Construction. Our current reimbursement rate is 79.27% of eligible expenses.

*Mr. Mercier motioned to accept the submission of Board of Education Capital Improvement Projects, seconded by Ms. Cheney. Motion carried unanimously.*

## **Executive Session**

Mr. Mercier motioned to go into executive session at 8:30 PM to discuss administrator contracts and pending legal matters, seconded by Ms. Cheney. Ms. Sarra and Mr. Kane were invited into executive session. Motion carried unanimously.

## **Continuation of Meeting**

The meeting resumed in public session at 9:15 PM.

## **Closing and Adjournment**

Ms. Sanders-Connolly motioned to adjourn at 9:15 PM, seconded by Ms. Cheney. Motion carried unanimously.

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