



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Finance Subcommittee Meeting

September 23, 2019 – 6:15 PM | New Britain Educational Administration Center

Call to Order and Opening

Ms. Gayle Sanders-Connolly, Finance Subcommittee Chair, called the meeting to order at 6:19 PM.

Board Members Present

Mr. Merrill Gay, Ms. Gayle Sanders-Connolly

CSDNB Staff Present

Ms. Amy Anderson, Ms. Lara Bohlke, Mr. Thomas Halleck, Mr. Kevin Kane, Ms. Kristin Salerni, Ms. Nancy Sarra

New Business

Review and approve previous minutes from Finance Subcommittee meeting on May 28, 2019

There were no recommended changes to the Finance Subcommittee minutes from May 28, 2019.

Operations: Approve Bid Waiver and Purchase Order for Uniform/Safety Gear for Custodial Maintenance Department (\$18,600)

Submitted by Mr. Kevin Kane | Funding Source: Local Funds

Due to unforeseen circumstances in our Facilities Department, we are requesting a bid waiver for uniform safety gear for our Custodial Maintenance Department. Our vendor for 2018-2019 Mag and Son of Newington, CT has agreed to honor their 2018-2019 pricing for 2019-2020.

Per agreement between Local 1186 and Board of Education, Article XVII - Dress Code, 17.1 states Custodial and Maintenance employees will be reimbursed \$300 per year for necessary and/or safety gear. The parties have established a uniform/safety gear list for each group of employees and the Director of Facilities will facilitate reimbursement to employees.

The total is \$18,600.00 and the funding source is Local Funds 101093126000-54300.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Academics: Approve Bid Waiver and Purchase Order for SPIRE Reading Intervention Program (\$8,759)

Submitted by Ms. Edie DeSimone | Funding Source: Local-Academics/Curriculum Academics-Textbook/Resources

The SPIRE reading intervention program fills a gap in the continuum of reading support. This is an approach which is supported/endorsed by the International Dyslexia Association. The elementary schools presently have LLI which is not designed to meet the needs of students who are not decoding. We do have Wilson in the district but there is, at most, one teacher in a building at the present time. It takes a full year to certify a teacher to be able to deliver Wilson instruction. The SPIRE program is aligned with the format of the Wilson lessons but only requires a ½ day of training and can fill in those gaps that exist while awaiting a certified Wilson trained teacher or for those whose needs are not as intense as those who would qualify for Wilson instruction. Teachers from the elementary Bridges Programs and special education teachers from Northend will receive this training. Presently, the Bridges Programs are without an IDA endorsed decoding

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intervention and this population traditionally has a high level of nonreaders. Northend Elementary School does not currently have a Wilson trained instructor on staff.

The total is \$8,759.00 and the funding source is Local – Academics/Curriculum Academics – Textbook/Resources – 10109612200456410.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting. The Board does not need to approve a Purchase Order for this item per Mr. Kevin Kane, Chief Talent Officer, pursuant to Board Policy 3324.00 - Bids, Quotations and Purchase Orders.

Partnerships: Accept Donation from Arts for Learning Connecticut (\$12,250)

Submitted by Ms. Mayra Rodriguez

The District has been partnering up with Arts for Learning for the rendering of summer school services for over 7 years. They have been providing students with summer visual, theatrical, music, and arts enrichment classes that are aligned to classroom curriculums. As a Summer Learning Experience partner, Arts for Learning has applied for funding from Farmington Bank Foundation and the Community Chest Foundation totaling an award of \$12,250.00. Funds were used for support to Arts for Learning programs.

The total is \$12,250 and the funding source is Farmington Bank Foundation and Community Chest Foundation.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Partnerships: Approve Bid Waiver and Purchase Order for Circular Metal Sawing Machine for the Manufacturing Lab at New Britain High School (\$7,243.32)

Submitted by Ms. Sondra Sanford | Funding Source: MET Fund

This purchase request is aligned with the vision of the community and district via the MET Fund to develop the best in-class manufacturing academy at New Britain High School. This PO/Bid Waiver is to purchase a Circular Metal Sawing Machine for the manufacturing lab at NBHS. A cold saw is used to cut materials to length for further processing. It uses a tooth bleed as opposed to an abrasive to cut the materials without heating materials which would change the crystalline structure of the metals. It is used for preliminary operations before further machine processes.

The total is \$7,243.32 and the funding source is MET Fund 2345.

This item does not require Board approval per Mr. Kevin Kane, Chief Financial Officer, pursuant to Board Policy 3324.00 - Bids, Quotations and Purchase Orders.

Academics: Approve Purchase Order for Partnership with Math Solutions (\$15,552)

Submitted by Ms. Karen Falvey & Ms. Sarah Harris | Funding Source: Supt. Funds

Vance and Smith have teamed up to continue our initiative in improving math instruction. We are deepening our understanding of instruction and assessment as well as supporting our students' math sense needs. Our goal directly aligns to the profile of a graduate. Students will learn to critically and creatively solve problems, analyze and construct arguments based on mathematical evidence and persevere through the process. Math solutions will help our teachers to instruct more conceptually and decrease the students struggling with number sense which will improve their ability both in the classroom and on standardized testing.

The total is \$15,552.00 and the funding source is Superintendent's Funds.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting. A Bid Waiver and Contract between Consolidated School District of New Britain and Math Solutions will also need to be submitted for Board approval per Mr. Kevin Kane, Chief Financial Officer, pursuant to Board Policy 3324.00 - Bids, Quotations and Purchase Orders.

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Partnerships: Accept Donation from Community Foundation of Greater New Britain, Inc. (\$98,804.30)

Submitted by Ms. Sondra Sanford

On August 19th, 2019 the Community Foundation of Greater New Britain and the Consolidated School District of New Britain formed a designated fund agreement for the purpose of raising donations for the MET Academy at New Britain High School. This BOE memo is to accept funds raised thus far in the amount of \$98,804.30 for the purchase of Bridgeports and Grinders to be placed at NBHS Room 536.

The total is \$98,804.30 and the funding source is MET Fund Vendors including but not limited to: Stanley Black & Decker, Okay Industries, Community Foundation of Greater New Britain, Community Chest Fund, and United Way.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Partnerships: Approve Bid Waiver/Purchase Order/Literacy and Educational Consulting Contract between Consolidated School District of New Britain and K & M Literacy, LLC (\$7,350)

Submitted by Ms. Sondra Sanford | Funding Source: Commissioner's Network

2019-2020 is New Britain High School's third year of the Commissioner's Network. The State has approved the continuation of initiatives. Attached to this BOE memo is a contract with K & M Literacy, LLC, which is aligned to the school improvement plan and the Commissioner's Network. The contract includes but is not limited to engaging participants and students in workshops and activities, reflecting on systems, structures and routines, offering feedback on best practices and classroom pedagogy, and organizing collaborative teaching inside and outside the classroom.

The total is \$7,350.00 and the funding source is Commissioner's Network 234506110001-53320.

The Finance Subcommittee recommended that a description of services accompany this request when it is forwarded to the Board of Education for approval at the next regular meeting. The Board does not need to approve a Bid Waiver or Purchase Order for this item per Mr. Kevin Kane, Chief Financial Officer, pursuant to Board Policy 3324.00 - Bids, Quotations and Purchase Orders.

Finance: Approve Purchase Order/Purchase Order Correction for Chrome Carts for DiLoreto (1); Northend (2); Smith (2); Pulaski (2); Slade (2); Smalley (1) - (\$99,990)

Submitted by Mr. Kevin Kane | Funding Source: School Improvement Grant (SIG)

This is to correct the Purchase Order that was previously approved by the Board on September 3, 2019. Breakdown on both the dollar amount and quantity were incorrect. This Purchase Order is for chrome carts to ensure equity and access of technology for all students.

The total is \$99,990 – amount per cart is \$9,999 and the funding source is 2041 DiLoreto – 1 cart; 2042 Northend – 2 carts; 2043 Smith – 2 carts; 2044 Pulaski – 2 carts; 2045 Slade – 2 carts; 2046 Smalley – 1 cart 204x96910002-57346.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Operations: Approve Bid Waiver and Purchase Order for New Britain EMS Academy Training Support (\$17,100)

Submitted by Mr. Thomas Halleck | Funding Source: Local Budget

The New Britain School District is partnering with the New Britain EMS Academy in 38 joint training evolutions for the 19-20 School Year. The EMS Academy will be providing 342 hours of support for a cost of \$17,100.

The total is \$17,100 and the funding source is Local Budget.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

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Academics: Approve Purchase Order for Illustrative Mathematics Curriculum Support (\$40,000)

Submitted by Ms. Lara Bohlke | Funding Source: School Improvement Grant (SIG)

Engaging and relevant math education is key to a personalized and comprehensive whole-child education at every level. Each of Slade, Pulaski and DiLoreto have the improvement of math performance as a goal of their school improvement plans and at the heart of their problems of practice. Our math program in the middle school this year embeds strategies and opportunities for collaboration, inquiry, argument and discourse. Lindsey Ramos is a certified trainer in this program and is available for 50 days to come to New Britain and support our implementation of the Illustrative Math Program. Her days will be spent coaching and modeling in middle school math classrooms, collaborating with teacher teams and guiding teachers in the meaningful planning and implementation of lessons.

The total is \$40,000 (50 days @ \$800/day) and the funding source is SIG DiLoreto = \$6400, SIG Pulaski and Slade each = \$16,800, SIG Professional Services for DiLoreto (\$6400), Pulaski (\$16,800) and Slade (\$16,800).

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting. A Bid Waiver and Contract between Capital Region Education Council and New Britain Public Schools will also need to be submitted for Board approval per Mr. Kevin Kane, Chief Financial Officer, pursuant to Board Policy 3324.00 - Bids, Quotations and Purchase Orders.

Operations: Approve Finance Report – June 30, 2019

Submitted by Mr. Kevin Kane

The Financial Report ending June 30, 2019 was presented.

The Finance Subcommittee recommended that this request be forwarded to the Board of Education for approval at the next regular meeting.

Closing and Adjournment

The meeting was adjourned at 7:16 PM.

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