



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Finance Subcommittee Meeting

February 25, 2019 - 7:00 PM | New Britain Educational Administration Center

Call to Order and Opening

Ms. Gayle Sanders-Connolly, Finance Subcommittee Chair, called the meeting to order at 7:25 PM.

Committee Members Present

Ms. Nancy Rodriguez, Ms. Nicole Rodriguez, Ms. Gayle Sanders-Connolly

CSDNB Committee Staff Present

Mr. Matthew Cannata, Mr. Kevin Kane, Mr. Ray Moore

New Business

Operations: Approve purchase order for Destiny Library Management and Destiny Resource Manager (\$26,3970.70)

Submitted by Mr. Jeff Prokop | Funding Source: Local

This quote is the renewal for both Destiny Library Management as well as Destiny Resource Manager. These systems are used in all of our libraries in the district (for Destiny/Follett) and used in all schools for the resource manager. (Used for text books and other resources). The total is \$26,390.70 and the funding source is Local MIS Software Budget Software and Coding 101092110000-53510.

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

Operations: Approve purchase order for two chromebook carts at Gaffney Elementary School (\$19,102.00)

Submitted by Mr. Jeff Prokop | Funding Source: Local

This is a quote for two additional chromebook carts for Gaffney as their carts are amongst the oldest in the district. The quote is based off the bid process that from the last large cart purchase. The total is \$19,102.00 and the funding source is Local MIS Budget Instructional Supplies 101092125800-56110.

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

Operations: Approve purchase order for one chromebook cart at Jefferson Elementary School (\$9,551.00)

Submitted by Mr. Jeff Prokop | Funding Source: Local

This is a quote for one additional chromebook cart for Jefferson as their carts are amongst the oldest in the district. The quote is based off the bid process that from the last large cart purchase. The total is \$9,551.00 and the funding source is Local MIS Budget - New Equipment 101092125800-57346.

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

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Operations: Approve purchase order for one chromebook cart at Vance Elementary School (\$9,551.00)

Submitted by Mr. Jeff Prokop | Funding Source: Local

This is a quote for one additional chromebook cart for Vance as their carts are amongst the oldest in the district. The quote is based off the bid process that from the last large cart purchase. The total is \$9,551.00 and the funding source is Local MIS Budget - New Equipment 101092125800-57346.

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

Operations: Approve purchase order for one chromebook cart at Holmes Elementary School (\$9,551.00)

Submitted by Mr. Jeff Prokop | Funding Source: Local

This is a quote for one additional chromebook cart for Holmes as their carts are amongst the oldest in the district. The quote is based off the bid process that from the last large cart purchase. The total is \$9,551.00 and the funding source is Local MIS Budget - New Equipment 101092125800-57346.

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

Academics: Approve bid waiver and purchase order for equipment for the Global Business Marketing and Principles of IT and Entrepreneurship courses at New Britain High School (\$26,188.16)

Submitted by Ms. Ryan Langer | Funding Source: Perkins Grant

CSDNB has received the Carl D. Perkins secondary basic grant for the 2018-2019 school year. This competitive grant is for the improvement of secondary career and technical education programming. The purpose is to develop more fully the academic, career, and technical skills of secondary students who elect to enroll in career and technical education programs.

Throughout the application process, Sondra Sanford, Coordinator of Partnership and Engagement, and Ryan Langer, Partnership Project Manager and Perkins Grant Coordinator, collaborated with Director of Career and Technical Education at the CT State Department of Education to establish a detailed budget connected to CSDNB's Perkins Continuous Improvement Plan which is aligned to several Career Tech. Ed pathways.

This board memo is for an equipment line item previously approved by SDE to support the Global Business Marketing and Principles of It and Entrepreneurship courses. The Dell order is for 32 Dell Latitude 5590 laptops at \$818.38 each. The total cost is \$26,188.16. These machines will create an opportunity for students to prepare for work based learning through real-time in class hands on application of skills. Dell was approved as a vendor for this project by SDE. This item has been approved for purchase through the Perkins Grant by SDE but requires additional BOE approval to move forward.

The total is \$26,188.16 and the funding source is Perkins Grant.

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

Academics: Approve bid waiver and purchase order for equipment for Technology and Marketing Education pathway at New Britain High School (\$50,094.00)

Submitted by Ms. Ryan Langer | Funding Source: Perkins Grant

CSDNB has received the Carl D. Perkins secondary basic grant for the 2018-2019 school year. This competitive grant is for the improvement of secondary career and technical education programming. The purpose is to develop more fully the academic, career, and technical skills of secondary students who elect to enroll in career and technical education programs.

Throughout the application process, Sondra Sanford, Coordinator of Partnership and Engagement, and Ryan Langer, Partnership Project Manager and Perkins Grant Coordinator, collaborated with Director of Career and Technical Education at the CT State Department of Education to establish a detailed budget connected to CSDNB's Perkins Continuous Improvement

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Plan which is aligned to several Career Tech. Ed pathways.

This board memo is for an equipment line items previously approved by SDE to support the Technology and Marketing Education pathway, specifically the graphic arts, graphic communication and marketing courses.

The Apple Inc. order is for 33 Apple iMacs at \$1,399.00 each for a cost of \$46,167.00. The order also includes AppleCare for all 33 devices at \$119.00 each for a cost of \$3,927.00. The total cost of the order is \$50,094.00. These computers will create an opportunity for students to prepare for work based learning through real-time in class hands on application of skills. Apple Inc. was approved as a vendor for this project by SDE. This item has been approved for purchase through the Perkins Grant by SDE but requires additional BOE approval to move forward.

The total is \$50,094.00 and the funding source is Perkins Grant.

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

Academics: Approve bid waiver and purchase order for Vidmar 5 Drawer Modular Storage Cabinet to secure equipment for Manufacturing Pathway at New Britain High School (\$21,000)

Submitted by Ms. Ryan Langer | Funding Source: Perkins Grant

CSDNB has received the Carl D. Perkins secondary basic grant for the 2018-2019 school year. This competitive grant is for the improvement of secondary career and technical education programming. The purpose is to develop more fully the academic, career, and technical skills of secondary students who elect to enroll in career and technical education programs.

Throughout the application process, Sondra Sanford, Coordinator of Partnership and Engagement, and Ryan Langer, Partnership Project Manager and Perkins Grant Coordinator, collaborated with Director of Career and Technical Education at the CT State Department of Education to establish a detailed budget connected to CSDNB's Perkins Continuous Improvement Plan which is aligned to several Career Tech. Ed pathways.

This board memo is for an equipment line item previously approved by SDE for the manufacturing pathway. The Vidmar 5 Drawer Modular Storage Cabinets are needed to safely store the other equipment needed for the Manufacturing pathway. They are lockable and will ensure long term sustainability of the program. Anderson Machinery was approved as a vendor for this project and the items needed cabinets are a specific size and shape made by Anderson. This order is for 10 cabinets at \$2,100 apiece. The total cost is \$21,000. This item has been approved for purchase through the Perkins Grant by SDE but requires additional BOE approval to move forward.

The total is \$21,000 and the funding source is Perkins Grant.

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

Academics: Approve bid waiver and purchase order for equipment for Family and Consumer Science courses at New Britain High School (\$23,539)

Submitted by Ms. Ryan Langer | Funding Source: Perkins Grant

CSDNB has received the Carl D. Perkins secondary basic grant for the 2018-2019 school year. This competitive grant is for the improvement of secondary career and technical education programming. The purpose is to develop more fully the academic, career, and technical skills of secondary students who elect to enroll in career and technical education programs.

Throughout the application process, Sondra Sanford, Coordinator of Partnership and Engagement, and Ryan Langer, Partnership Project Manager and Perkins Grant Coordinator, collaborated with Director of Career and Technical Education at the CT State Department of Education to establish a detailed budget connected to CSDNB's Perkins Continuous Improvement Plan which is aligned to several Career Tech. Ed pathways.

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This board memo is for multiple equipment line items previously approved by SDE for the education pathway. These materials will specifically support the Family and Consumer Science course(s). The 81 Dell Chromebooks with management licenses, laser etching and Datamation Systems carts for storage were approved for purchase through the Perkins Grant by SDE but require additional BOE approval to move forward. Each Chromebook has a unit price of \$211.00 for a total of \$17,091.00 for 81 units. Each management license is \$26.00 for a total cost of \$2,106.00 for 81 units. Each laser etching is \$24.00 for a total cost of \$1,944.00 for 81 units. The datamation storage cart for is \$1,199.00 for a total cost of \$2,398.00 for 2 units.

CDW-G was approved as a vendor for this purchase by SDE. The total cost is \$23,539.00. This purchase will create an opportunity for students to better prepare for work based learning through real-time in class hands on application of skills.

The total is \$23,539.00 and the funding source is Perkins Grant.

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

Operations: Approve bid waiver and purchase order for student performance chairs at NBHS (\$12,875)

Submitted by Mr. Robert Smedley | Funding Source: Local

Request to purchase student performance chairs for NBHS music department. Performance chairs are manufactured by Wenger Corporation and as a school district, we can purchase them directly from the Manufacturer at a lower cost. The total is \$12,875.00 and the funding source is Local NBHS Budget Instructional Equipment New (NBHS)

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

Partnerships: Approve bid waiver and purchase order for The Active Learning Group for facilitation for the New Britain High School Instructional Leadership Team (\$18,575)

Submitted by Mr. Damon Pearce | Funding Source: Commissioner's Network Grant

New Britain High School is in the second year of implementing the Commissioner's Network Grant. The grant is designed to support the long-term growth of student outcomes by offering extensive professional development that capitalizes on strategies, methods, structures and best practices that have been proven effective in increasing student engagement and performance.

Critical to the successful implementation of the grant is the growth and development of the instructional leadership team. Indeed, given the complexity of a comprehensive high school and the sheer number of teachers and content areas, a well-functioning leadership team, driven by a common mission and understanding of goals, roles, and processes is vital. As such, one of my essential tasks during my first year as principal is to identify and develop this leadership team. While I am a great proponent of developing capacity from within, the work of building a leadership team which embraces a common vision is best conducted by an external facilitator.

The Active Learning Group, led by Jane Panicucci, is an experienced group of professionals who provide thoughtful and deeply honest work that focuses on developing a cohesive "first team" to lead an organization.

The total is \$18,575 and the funding source is Commissioner's Network Grant 2345-061-10001-53320.

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

Partnerships: Accept donation from Jefferson PTA/PTO for Chromecart for Jefferson Elementary School (\$5,000)

Submitted by Ms. Johanna Robles

As the enrollment of Jefferson increases, I find the need to purchase another chromecart to provide more students access to technology. My hope is to eventually have a chromebook for every student at Jefferson in the near future. Students need a few basic things to get the most an education has to offer and a Chromebook is a great way to fulfill those basics. Chromebook is an important tool for our students as we commit in educating the future worker.

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We have the responsibility of shaping the next generation through their formative years and beyond. It's important that the right tools be provided so they can learn about the world around them and what they can do when they are pushed into it. In closing, Chromebooks provide a gateway to student needs in order to learn and teacher needs to guide them.

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

Partnerships: Accept donation from DonorsChoose for Chamberlain Elementary School (\$1,800.27)

Submitted by Mr. Manuel Zaldivar

It is very important to develop literacy skills at an early schooling stage. Tapping into students interests is key when teaching them literacy skills. Students learn at a faster rate when they become engaged. These magazines will be a tool to engage our students into developing a love for reading. Therefore, I created a project for the amount of \$1,800.27 on Donorschoose.org, so that we can buy subscriptions for K,1 and 2 grade to receive Scholastic Classroom Magazines.

The magazines have great illustrations, captions, vocabulary, current topics, follow up activities and a guide to help our teachers use them effectively to meet the needs of our students.

We will use them at school and at home. They are easy to carry places and share with each other. This will allow our students to share what they are reading with the older grades. Our students will benefit from small group instruction that will carry home. In addition, it will give them current information needed to understand the world at large

The total is \$1,800.27 and the funding source is www.donorschoose.org.

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

Partnerships: Accept donation from DonorsChoose for KEY Program at Gaffney School (\$1,502)

Submitted by Ms. Kristen Phillips

Outdoor play is an integral part of all preschool programs. The playground activities that preschool students participate in are important in developing their gross motor and social skills. The preschool playground at Gaffney has a limited variety of playground structures and equipment. Therefore, our students are not as engaged as they could be if we had more variety to offer.

One of the long term goals of the District Strategic Plan is to promote an engaging culture for learning for all students. In order to promote a more engaging playground environment and to increase student engagement on the playground, the KEY Preschool Team felt that we should try to acquire tricycles. The tricycles would not only provide more options for the students, but would also provide students with a fun, functional way of developing their gross motor skills.

We decided to write a proposal and post it on a popular donation site called donorschoose.org. We worked together to write a proposal to post on the site. We posted it on Friday, February 8th with the title, "Preschool Students with Autism "Wheely" Need Tricycles!" We requested money to purchase 4 tricycles, 4 helmets, and a storage shed for a total of \$1502. Much to our surprise, our project was fully funded by Monday, February 11th thanks to nine generous donors!

The total is \$1,502 and the funding source is Through DonorsChoose.org, the following people funded our project: Rebecca Maurer, Lauree Larocci, Jennifer Russo, Mary Buck, Chris Marotta, Erica Eisenberg, Joe & Linda Quinn, and 2 anonymous donors.

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

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Operations: Approve finance report - January 31, 2019

Submitted by Mr. Kevin Kane

The Financial Report ending January 31, 2019 was presented.

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

Operations: Central Kitchen Design Facility

Submitted by Mr. Ray Moore

Mr. Ray Moore gave an update on the central kitchen design facility.

Closing and Adjournment

The meeting was adjourned at 8:22 PM.