



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Finance, Facilities, and Transportation Committee Meeting

January 25, 2021 – 6:30 PM | New Britain High School

Call to Order and Opening

Ms. Gayle Sanders-Connolly, Finance, Facilities, and Transportation Committee Chair, called the meeting to order at 7:17 PM.

Board Members Present

Mr. Merrill Gay*, Mr. Anthony Kane*#, Ms. Annie Parker*, Ms. Gayle Sanders-Connolly*, Dr. Violet Jiménez Sims#

*Committee members

Participated remotely

CSDNB Staff Present

Mr. Matthew Cannata, Mr. Kevin Dion, Ms. Andrea Foligno, Mr. Kevin Kane, Mr. Paul Kerrigan, Ms. Maryellen Manning, Mr. Jeff Prokop, Ms. Kristin Salerni, Dr. Nicole Sanders, Ms. Sondra Sanford, Ms. Nancy Sarra

Curriculum Consent Items

Ms. Sanders-Connolly motioned to add the following items submitted by the Academics Department to the Board's Consent Agenda for the regular meeting in February:

Academics: Approve Purchase Order for StudySync ELA Program (\$237,407.50)

Submitted by Ms. Lara Bohlke | Reviewed by the Curriculum Committee on January 19, 2021 | Funding Source: ESSER: Line 600- Software 206696922311-56114

In partnership with family and community, the Consolidated School District of New Britain works to provide the best personalized and comprehensive whole-child education so our students will be prepared for, and positively contribute to, a profoundly different future. Our curriculum renewal timeline at the middle school level turns to English Language Arts for the 2021-2022 school year. Our foundational resource we have been using until this point, Pearson/Prentice Hall's Literature, was published in 2010 and does not include extensive digital support. To prepare for curriculum writing, we assembled a diverse team at the middle school level consisting of teachers, coaches, administrators, special educators and EL administrators and coaches. In examining options for resources, the team was mindful of several variables. As we have learned in recent months, our students and teachers at the middle school have become more proficient in accessing digital materials through their Google Classrooms. It was essential that a replacement resource include a robust, easily navigable digital platform that communicates fluently with Google Classroom and Clever. In addition, ensuring that extensive supports and scaffolds were included for our English learners and our students who require special education services was non-negotiable. StudySync not only offers support in Spanish, a dominant language among our students, but also includes auditory resources that are able to be read aloud at different speeds, in addition to comprehensive scaffolds built into every lesson. StudySync is being utilized with success in Meriden and Waterbury, Connecticut districts with similar demographics to New Britain. The diversity of authors and topics in reading full texts and excerpts was extensive and ranged from contemporary to classic. The attached quote includes a 6-year digital subscription to StudySync at \$237,407.50, an average of \$39,567.92/year). Comparison quotes included a 3-year digital subscription (\$181,332.50...an average of \$60,444.17/year), as well as 6-year quotes for unitized (\$399,935.28) and single-bind (\$376,992.10) consumables. The team felt strongly that the price difference for the consumables was not

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worthwhile when they would not be used in totality and when all resources therein is available and editable in digital format, although there are options to purchase single consumables at \$6/unit/student for a subset of our students who may need them.

The total is \$237,407.50 and the funding source is ESSER: Line 600 - Software 2066-969-22311-56114.

Academics: Approve Purchase Order for Library Books (\$180,000.00)

Submitted by Ms. Lara Bohlke | Reviewed by the Curriculum Committee on January 19, 2021 | Funding Source: Academics – Library Book 10109611001-56420

In the effort to build library collections at all levels with an eye on diversity, equity and democracy we are purchasing an average of \$12,000 of print and non print (e-books) materials for each school. Smaller learning communities have access to their building's media center and Destiny collection or have access to a nearby building's collection. The focus of these orders is to build the collection with our diverse community in mind. This includes purchasing materials that reflect the cultures, abilities, gender identity, and languages that exist in our schools. Diversifying the collection has been a focus in the past, however the last few years have shown that we need to do a better job with providing our students with library materials that are current and timely and meet their needs and diverse backgrounds. Our collections are dated, the average publishing age of the district's library collections is 2001 (20 years old). A few schools have an average of 1997 (23 years old). This influx of new books will go a long way to help update the library collections and allow us to then renew and continue to build the collections from a more contemporary status.

Breakdown is as follows:

- * Print and ebooks
- * Titles include:
 - * Characters who are black, hispanic, Muslim, Jewish, LGBTQIA, Native American, and others
 - * Branches of government and the rights of citizens
 - * CASEL SEL Competencies
 - * Scientists, civil rights leaders, sports figures
 - * High interest topics for males and females
 - * Award winners from the following, but not limited to:
 - * American Indian Library Association Awards
 - * Americas Awards Consortium of Latin America
 - * Asian/Pacific American Award for Literature
 - * Caldecott Awards
 - * Coretta Scott King Awards
 - * Eisner Award for Graphic Novels
 - * Michael L. Printz Awards
 - * National Book Awards
 - * NCSS Carter G. Woodson Award
 - * Newbery Awards
 - * Stonewall Book Award
 - * Walter Dean Myers Awards for Outstanding Children's Literature
 - * YALSA's (Young Adult Library Services Association) Award for Excellence in Nonfiction
 - * Various Genres including but not limited to: historical fiction, realistic fiction, science fiction, graphic novels, non-fiction, mystery, horror, short story collections
 - * Contemporary topics including but not limited to: immigration, civil rights, refugees, activism, mental health, electoral college

The quotes take a long time to build since all titles are researched and vetted. This quote is for all 15 library sites to extend their collections at a maximum cost of \$12,000 per site. The attached price quotes are intended to be illustrative of the titles being selected and not an exhaustive list.

The total is \$180,000 and the funding source is Academics - Library Books 10109611001-56420.

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Academics: Approve Purchase Order for Foundations Resources and Materials for DiLoreto School (\$23,635.99)

Submitted by Ms. Lara Bohlke | Reviewed by the Curriculum Committee on January 19, 2021 | Funding Source: Academics – Instructional Supplies 10109611001-56110

In 2020-2021 we began implementing Foundations into 5 elementary schools across the district in grades K-2. Our in-house Foundations coach/trainer is currently, and will continue, training teachers in Foundations with the help of 2 Wilson Level 2 Instructional Coaches.

Iready data suggests that many of our students enter third grade reading below grade level. This program addresses these concerns during the foundational years, K-2, with research based multisensory, explicit and systematic reading instruction. Tier II and III student individual needs are met in small groups by Foundations trained special education and ESL teachers and with the support of literacy tutors.

The attached price quote is for the required resources for teachers at DiLoreto who will be trained in the 2021-2022 school year. A future board memo will contain a quote for Chamberlain for resources and materials for implementation in 2021-2022.

The total is \$23,635.99 and the funding source is Academics - Instructional Supplies - 10109611001-56110.

Academics: Approve Purchase Order for Two Year Renewal of Houghton Mifflin Journeys Program (\$191,725.40)

Submitted by Ms. Lara Bohlke | Reviewed by the Curriculum Committee on January 19, 2021 | Funding Source: ESSER Line 600: Software 206696922311-56114

As part of the education of elementary students for ELA all teachers and students in grades K-5 are provided with electronic access to instructional resources in English and Spanish. Online access for teachers allows for use on our interactive whiteboards. The Houghton Mifflin Journeys program is one of the primary resources used in our renewed curriculum units and is researched, scientifically-based programs aligned to the Common Core State Standards. All programs contain a technology application component with additional access to assessments and resources. Both students and teachers can access these online resources in English and Spanish at school and at home. The current 3 year online access agreement will expire in 2022. The attached price quote will extend our access for two years until 2024. Houghton Mifflin has agreed to reduce the cost of the Journeys access by 10%. The attached quote covers Journeys online extension in English and Spanish for two years.

The total is \$191,725.40 and the funding source is ESSER Line 600: Software 206696922311-56114.

Motion carried unanimously.

New Business

Review and Approve Minutes from Finance Committee Meeting on November 23, 2020

There were no recommended changes to the minutes from the Finance Committee Meeting on November 23, 2020.

Presentation: Overview of Open School Construction Projects

Mr. Kevin Kane, Chief Financial Officer, presented an overview of the open School Construction Projects in the district including a detailed timeline of events, status of open projects, and financial ramifications. The presentation is attached.

Facilities Update: New Britain High School Code Violation Project

Mr. Kevin Dion, Director of Facilities, presented a plan prepared by Construction Advocacy Professionals, LLC to take corrective action to address violations found at New Britain High School associated with Code Compliance, ADA accessibility and Life Safety. Violations include those that were not corrected from the 2007 Code Violation Project as well as some new deficient items. Mr. Dion presented a slideshow of the twelve items that need correction as well as a preliminary schedule of the work to be completed. He stated that the goal would be to complete the project before the beginning of next school year (August 2021). The presentation is attached.

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Ms. Sanders-Connolly motioned to add the following donations to the Board's Consent Agenda for the regular meeting in February:

Partnerships: Accept Donation from Spottswood AME Zion Church for NBTC (\$655.00)

Submitted by Ms. Susan Girolomoni | Funding Source: Spottswood AME Zion Church, New Britain

The Spottswood AME Zion Church has worked with NBTC, supporting the work we do. They attended a staff meeting last year, and gave small gifts to the staff in order to show appreciation for the work we do. On Dec 22, 2020, they dropped off gift cards for each student for Walmart.

The total is \$655 and the funding source is Spottswood AME Zion Church, New Britain.

Partnerships: Accept Donation from South Church for NBTC (\$1,000.00)

Submitted by Ms. Susan Girolomoni | Funding Source: South Church, New Britain

South Church's Angel Tree project has supported NBTC for the last few years. In January they presented us with supplies and incentives. We are so thankful for their yearly support!

The total is approximately \$1000.00 and the funding source is South Church, New Britain, CT.

Partnerships: Accept Donation from First Church of Christ, Congregational, for ProdiGy! Program (\$2,000.00)

Submitted by Ms. Keeva Mancini | Funding Source: First Church of Christ Caroline Aston Consolidated Fund

A donation from First Church of Christ, Congregational, New Britain was given to the district to pursue the work that the district is doing during these difficult times. The donation will go to the ProdiGy Program!

Who is ProdiGy!? ProdiGy! is a group of NBHS students and their adult mentors, looking to connect and re-engage with their peers and school, while learning about themselves as human beings and students.

ProdiGy! currently consists of 13 students (and growing) who are disengaged, mainly because of COVID, and need extra support to get back on track with their education, and in life.

ProdiGy! engages students, through in-person and virtual meetings, three days a week in partnership and collaboration with...OIC, the Boys & Girls Club, Pathways Senderos and the Consolidated School District of New Britain.

ProdiGy! serves to remind students that they are all gifted, talented, and valued!

The total is \$2,000 and the funding source is First Church of Christ Caroline Aston Consolidated Fund.

Finance: Accept Donations from DonorsChoose for Smalley Elementary School (\$3,500.11)

Submitted by Ms. Andrea Foligno | Funding Source: DonorsChoose

- **\$517.11 – Literacy Center Materials**
Ms. Rachel Cunningham has received hands on materials for student-centered learning. It is a focus of the district to move from teacher directed instruction to more student centered learning. The total is \$517.11 and the funding source is DonorsChoose.
- **\$1,138.00 – S.P.I.R.E. Reading Intervention Program Materials**
Ms. Riccardo received a donation from DonorsChoose for hands on materials to support SPIRE reading instruction. SPIRE is an intervention reading program provided by the district. The total is \$1,138.00 and the funding source is DonorsChoose.
- **\$1,845.00 – Materials/Books for Classroom Library**
Classroom Leveled books for independent reading and guided reading instruction. The total is \$1,845.00 and the funding source is DonorsChoose.

Motion carried unanimously.

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Operations: Approve Purchase Order and Bid Waiver for New Upper Gym Flooring at NBHS (\$29,660.00)

Submitted by Mr. Robert Smedley | Funding Source: Local Facilities

NBHS Upper gym floor damaged by leaking roof. Floor boards will be removed, water will be dried up and new floor installed, painted and sealed to match existing. Replacement of the floor boards is imperative to allow for safe basketball games. Floor would be noted as in violation by sports referees and games cancelled if not repaired.

The total is \$29,660 and the funding source is Local Facilities.

Ms. Sanders-Connolly motioned to add this item to the Board's Consent Agenda for the regular meeting in February. Motion carried unanimously.

Operations: Approve Purchase Order for PowerSchool Ecollect Forms Program (\$23,451.25)

Submitted by Mr. Jeff Prokop | Funding Source: MIS Local Software Budget 101092110000-53510

This requested purchase/subscription to PowerSchool Ecollect Forms, which is an additional product within the growing PowerSchool collection. It gives the district the capacity to create and collect E-Forms effectively and be able to connect the information back into PowerSchool fields. This will enhance data collection capacity for many departments and let us graduate past google form collection methods as a district.

The total is \$23,451.25 (annual renewal \$18,331.25) and the funding source is MIS Local Software Budget 101092110000-53510.

Ms. Sanders-Connolly motioned to add this item to the Board's Consent Agenda for the regular meeting in February. Motion carried unanimously.

Ms. Sanders-Connolly motioned to add the following items submitted by Mr. Paul Kerrigan for the CTE Programs and Academies at NBHS to the Board's Consent Agenda for the regular meeting in February:

Partnerships: Approve Bid Waiver for Cabinets for CTE Programs and Academies at NBHS (\$12,050.00)

Submitted by Mr. Paul Ted Kerrigan | Funding Source: Perkins V Grant 202896910000-57346

In 2018, the Strengthening Career and Technical Education for the 21st Century Act was signed into law. In response to this, The Carl D. Perkins Career and Technical Education Act of 2006 was amended and is now called the Perkins V.

As part of the application for Perkins, funding requests need to be aligned to the State Career Clusters, Pathways and Programs of Study and the CSDNB district vision. Part of this vision is to update the CTE programs and academies at NBHS so that students have more rigorous hands and minds on learning that will provide opportunities to obtain skills needed for career opportunities in the current workforce. The state just recently approved the grant application. We are requesting this BOE Bid Waiver and approval for the following items.

These below requested cabinets will ensure our students have what's necessary to engage in the latest hand and minds on learning to best prepare each student for their next-level learning and a future career in CTE while providing a safe and orderly environment and students would use them both as work stations while utilizing adjacent machines and storage for tooling for the adjacent machine

5 Vidmar 5 Drawer Modular Storage Cabinet Steel @ \$2,410 ea.

The total is \$12,050 and the funding source is Perkins V grant 2028969100057346.

Partnerships: Approve Purchase Order and Bid Waiver for Machinery for CTE Programs and Academies at NBHS (\$33,750.00)

Submitted by Mr. Paul Ted Kerrigan | Funding Source: Perkins V Grant 202896910000-57346

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As part of the application for Perkins, funding requests need to be aligned to the State Career Clusters, Pathways and Programs of Study and the CSDNB district vision. Part of this vision is to update the CTE programs and academies at NBHS so that students have more rigorous hands and minds on learning that will provide opportunities to obtain skills needed for career opportunities in the current workforce. The state just recently approved the grant application. We are requesting this BOE Bid Waiver and approval for the following items.

The requested items will allow students to carry out the necessary polishing, snagging and deburring as intermediate or finishing processes for their hands on activities. Students will also learn how to build complex set ups and tooling operations for manufacturing goods.

- 2 Burr King double polishing machine complete with vari-speed drive ¾" dia. Wheel arbors, 250-2500 vari-speed 1.5 h.p. drive wired 120/1/60 vac. Price per \$3400.00
- \$26,250 for a Universal Milling Machine: KUM-HU250 from Rice Machinery, Inc.

The total is \$33,750 and the funding source is Perkins V grant 202896910005734.

Partnerships: Approve Bid Waiver for Machinery and Tools for CTE Programs and Academies at NBHS (\$9,195.00)

Submitted by Mr. Paul Ted Kerrigan | Funding Source: Perkins V Grant 202896910000-57346

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As part of the application for Perkins, funding requests need to be aligned to the State Career Clusters, Pathways and Programs of Study and the CSDNB district vision. Part of this vision is to update the CTE programs and academies at NBHS so that students have more rigorous hands and minds on learning that will provide opportunities to obtain skills needed for career opportunities in the current workforce. The state just recently approved the grant application. We are requesting this BOE Bid Waiver and approval for the following items.

The requested supplies (see attached) are not only necessary to the functioning of our Construction 1 & 2 classes, the cordless items will additionally provide freedom of movement in class as well as easy transition to working in areas outside of the class and help train our students on the tools used in the industry.

The total is \$9,195 and the funding source is Perkins V grant 202896910005734.

Partnerships: Approve Purchase Order and Bid Waiver for Machinery and Equipment for CTE Programs and Academies at NBHS (\$37,380.00)

Submitted by Mr. Paul Ted Kerrigan | Funding Source: Perkins V Grant 202896910000-57346

In 2018, the Strengthening Career and Technical Education for the 21st Century Act was signed into law. In response to this, The Carl D. Perkins Career and Technical Education Act of 2006 was amended and is now called the Perkins V.

As part of the application for Perkins, funding requests need to be aligned to the State Career Clusters, Pathways and Programs of Study and the CSDNB district vision. Part of this vision is to update the CTE programs and academies at NBHS so that students have more rigorous hands and minds on learning that will provide opportunities to obtain skills needed for career opportunities in the current workforce. The state just recently approved the grant application. We are requesting this BOE Bid Waiver and approval for the following items:

- 1 Sheet Metal bench w/ stake plate, 2 shelves, @ \$3,115.00
- 5 Vise, Mechanics, Multi-Purpose, Reversing Jaw 225.00 1,125.00 MFG# 28821 6" Open, 5-1/2"W, 3-3/4"Throat.
- 4 Bench, Sheet Metal 1,827/ea 7,310.00
MFG# SMB-540 w/o Stake Plate, 2 Shelves.
- 1 Notcher, Hand 4,677.00 4,677.00
- 1 Stand, f/#2 Notcher 593.00 593.00
- 1 Bender, Hand Operated 2,695.00 2,695.00
- 1 Bend-R-Pak 1,123.00 1,123.00

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- 1 Stand, f/Bender 587.00 587.00
- 2 Buffer, 8" 296.00 592.00
- 2 Grinder, Buffer, Pedestal, Formed Steel 371.
- 1 Box, Pan Brake, Hand Operated 5,490.00 w/ 1 Stand, Box and Brake Pan, Steel 747.00
- 1 Box, Pan Brake, Hand Operated 6,795.00 w/ 1 Stand, Box and Brake Pan, Steel 783.00

The total is \$37,380 and the funding source is Perkins V grant 2028969100057346.

Motion carried unanimously.

Finance: Approve Budget Transfers (\$534,436.00)

Submitted by Mr. Kevin Kane

Below are budget transfers for Board consideration and approval:

Budget Unit	Account	Department	Description	From	To	Explanation
101001226000	57969	Smalley	Facilities Improvements		330,800	Operable windows
101096122004	56110	Academics	Instructional Supplies		23,636	Foundations Materials
101096122004	56420	Academics	Library Books		180,000	Library Books on diversity, equity and democracy
101096110001	52101	DW	Health Insurance	\$534,436		
Total				\$534,436	\$534,436	

Recap to-date, budget transfers totaling \$1,211,486 from Health Insurance Line Item are:

- \$201,766 – BOE Meeting 11-2-2020
- \$128,537 – BOE Meeting 12-7-2020
- \$346,747 – BOE Meeting 1-4-2021
- \$534,436 – BOE Meeting 2-1-2021

Ms. Sanders-Connolly motioned to add this item to the Board's Consent Agenda for the regular meeting in February. Motion carried unanimously.

Finance: Approve \$500,000 of New Britain High School ADA Improvements to be Paid from City of New Britain, \$500,000 Special Revenue Fund for Board of Education

Submitted by Mr. Kevin Kane

On September 23, 2020, City of New Britain, Common Council set-aside \$500,000 in a special revenue fund for the Board of Education.

We are recommending the following motion to be acted on and approved by the Board of Education. If approved it will be forwarded on to City Common Council, Mayor and City Finance Department.

Motion: Approve expending \$500,000 for New Britain High School ADA Improvements to be paid from the City of New Britain, \$500,000 Special Revenue Fund for Board of Education.

Ms. Sanders-Connolly motioned to add this item to the Board's Consent Agenda for the regular meeting in February. Motion carried unanimously.

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Operations: Accept Current and Projected Expenditure & Revenue Report – Quarter Ending December 31, 2020

Submitted by Mr. Kevin Kane

§ 290 — BOARDS OF EDUCATION EXPENSE AND REVENUE DISCLOSURE Requires boards of education to quarterly post online current and projected expenses and revenues and submit this information to the municipal legislative body or board of selectmen.

Ms. Sanders-Connolly motioned to add this item to the Board’s Consent Agenda for the regular meeting in February. Motion carried unanimously.

Operations: Accept Financial Report – December 31, 2020

Submitted by Mr. Kevin Kane

The Financial Report ending December 31, 2020 was presented.

Ms. Sanders-Connolly motioned to add this item to the Board’s Consent Agenda for the regular meeting in February. Motion carried unanimously.

Closing and Adjournment

The meeting was adjourned at 8:30 PM.