



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Regular Meeting

June 1, 2020 - 6:00 PM | Virtual Meeting

Call to Order and Roll Call

Call to Order

Mr. Merrill Gay, President of the New Britain Board of Education, called the meeting to order at 6:01PM.

Board Members Present

Ms. Monica Dawkins, Mr. Merrill Gay, Mr. Anthony Kane, Ms. Diane Leja, Mr. Nicholas Mercier, Ms. Annie Parker, Ms. Diana Reyes, Ms. Nancy Rodriguez, Ms. Gayle Sanders-Connolly, Dr. Violet Jiménez Sims

Board Members Absent

None

Reports

Superintendent's Report

Superintendent Sarra presented board members a report of all of the end-of-year activities and events planned by schools throughout the district.

Presentations

District Overview of SEL presented by Ms. Lisa Kawecki, Ms. Ryan Langer, and Ms. Christine Tilton
The presentation is attached.

Overview of District's School Lunch Program presented by Ms. Ann Alfano
The presentation is attached.

Superintendent's Budget Request for 2020-2021 Fiscal Year presented by Mr. Kevin Kane
Mr. Kevin Kane, Chief Financial Officer, presented the Superintendent's requested 2020-2021 Operating Budget.

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 May 4, 2020

Submitted by Ms. Kristin Salerni | No Committee Review

Operations: Approve Minutes from the Special Board of Education Meeting on May 16, 2020

Submitted by Ms. Kristin Salerni | No Committee Review

Operations: Accept Enrollment Report

Submitted by Mr. Jeff Prokop | No Committee Review

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Personnel: Accept Report of Personnel Transactions

Submitted by Ms. Ms. Heather Barrett | No Committee Review

Partnerships: Accept Grant from Stocker Foundation (\$24,000.00)

Submitted by Ms. Mayra Rodriguez | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: The Stocker Foundation

A proposal was written to the Stocker Foundation outlining the planning, implementation and evaluation process of the Districts Summer Learning Experiences (SLE) program. The Stocker Foundation approved \$24,000 in support of programmatic expenses related to summer school and/or students' return to school in the fall. This grant funding will be utilized to support the enrichment portion of SLE, which is led by Community Based Organizations.

The total is \$24,000.00 and the funding source is The Stocker Foundation.

Finance: Approve Bid Award for Purchase and Installation of Interior and Exterior Aluminum Doors at Pulaski and Slade Middle Schools (\$158,000.00)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Local budget 1010-931-26000-54300

The hollow metals door frames at the entrance to Pulaski and Slade auditorium are beyond repair. They are rusted out so bad intruders during the evening are able to kick the doors open. The frames will not hold the doors in place. This a safety item that we need to act on quickly.

The total is \$158,000.00 and the funding source is Local Budget 1010-931-26000-54300.

Academics: Approve Purchase Order for Foundations Training Materials from Wilson Language Training Corp. (\$24,239.88)

Submitted by Ms. Amy Anderson | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Local = \$19,282.46 and Alliance = \$4,957.42
Local: 1010-961-22004-56410; Alliance: 2341-969-10001-53320

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. Starting in 2020-2021 we will be implementing Foundations into 5 elementary schools across the district in grades K-2. Our in-house Foundations coach/trainer will train teachers in Foundations next year. The attached price quote is for the required resources for teachers who will be trained in the 2020--2021 school year. K-2 Sped and EL teachers will also be trained and receive materials.

The total is \$24,239.88 and the funding source is Local = \$19,282.46 and Alliance = \$4,957.42 Local: 1010-961-22004-56410; Alliance 2341-969-10001-53320.

Academics: Approve Purchase Order for i-Ready Diagnostic Assessment & Instruction K-8 (\$273,789.00)

Submitted by Ms. Amy Anderson | Reviewed by the Curriculum Committee on May 18, 2020 and the Finance Committee on May 26, 2020 | Funding Source: Local – Academics 1010-961-22004-56410

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. In these uncertain times, we must be prepared to meet our students where they are. We must be able to do this flexibly, in person and/or virtually. To meet students where they are requires diagnostic information on their understanding of grade level concepts and skills. We have chosen i-Ready as the most appropriate tool to provide both diagnostic information and learning path resources to address our needs in 2020-2021. This aligns with the State Department of Education's K-12 Educational Priority Statement regarding COVID-19 allowing CSDNB to adopt the use of i-Ready for the 2020-2021 school year to "assess where students are in respect to the base of learning required for their new grade.and to restore any educational loss while continuing to provide the learning essential to their current grade." To prevent the transmission of COVID-19 in months and years to come, the way we deliver instruction will continue to change and evolve. District-wide use of i-Ready will provide a strong virtual platform for equitable access and common experiences for all students across grade levels K-8. i-Ready provides an online platform to diagnose where students are in Reading and Mathematics and offers a virtual learning path to bring them to where they need to be, while simultaneously offering opportunities for students to also engage in grade level instruction, lessons and activities. The individualized features of i-Ready allow for "Plans for students with Individualized

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Education Programs (IEPs)where individual determinations as to whether and to what extent recovery services may be needed and how they will be delivered” are addressed. i-Ready has features to support EL learners as well, including highlighting and vocabulary tools as well as translation and audio supports. Funding needed for this will be available either through Academics or through state funding at an approximate cost of \$275,000. “The CSDE is committed to financially support LEAs’ efforts to provide appropriate recovery services for all students, including students with IEPs and to prepare students and teachers to reenter the school building when it is safe to do so.” Part of this Education Recovery financial support includes “funding for instructional supplies/equipment (resources) and funding for additional assessments of students’ present levels of performance.” i-Ready fulfills these CSDE parameters and allows CSDNB teachers the opportunity to know their students’ starting point and bring them individually along a path to grade level success.

The total is \$273,789.00 and the funding source is Local - Academics 1010-961-2200-400-000 56410.

Academics: Approve Purchase Order and Bid Waiver for Technology and Classroom Furniture for Art Department (\$62,487.23)

Submitted by Ms. Leona Clerkin | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Local Budget NBHS - \$50,000, FA - \$12,487.23
Fine Arts Local – Clerkin / NBHS Local – Pearce 101096322074 57345 – Fine Arts Instrument Equipment

In order to provide more technology based instruction and to update the Art Department, both in terms of a technology-based Class and to update with new furniture, a reallocation of funds is necessary. Both Mr. Pearce and myself have set aside funding to bring the art department up to date. In terms of classroom environment, new furniture will be purchased to create a welcoming classroom environment. To prepare the Art Department for the future with the addition of a Digital Arts Class, the purchase of appropriate technology required to run such a class. Technology-based art instruction is an exciting and needed addition to the course selection for students at NBHS. The course is current with trends in education and jobs in the field of Art and Marketing.

The total is \$62,487.23 and the funding source is Local budget NBHS - \$50,000, FA - \$12,487.23 Fine Arts Local - Clerkin / NBHS local - Pearce 101096322074 57345 - Fine Arts Instrument Equipment

Approve Purchase Order for Ventures Books for Adult Education Department (\$15,540.00)

Submitted by Mr. Mark Fernandes | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Adult Education Grant 641

The State of Connecticut has moved to the CCRS and the Ventures Books by Cambridge has developed this series to give student access to the CCRS skills. The Ventures Series is aligned to CCRS and English Language Proficiency Standards. The Adult Education department is looking to have the courses offered at the different sites be similar. Adult Education has many students who during the course of a school year have to change times and places where they can take a course. The Department is looking to have the general course materials be similar between the different sites. That way if a student moves from one site to another the course material is the same.

The total is \$15,540.00 and the funding source is Adult Education Grant 641.

Approve Bid Waiver for iPads for Adult Education Program (\$12,239.85)

Submitted by Mr. Mark Fernandes | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Adult Education Grant 734

The State Department of Education requires Adult Education to do testing on line for progress monitoring. As we are now in five sites our Program Facilitator must travel to each site to do the testing. The State now allows for the testing to be done on IPADs. This is a great relief as transporting the IPADs is by far easier than the laptops. The IPADs are easier for students to navigate during the testing which will allow for a greater testing of knowledge/language acquisition.

The total is \$12,239.85 and the funding source is Adult Education Grant 734.

Approve Bid Waiver for Chromebooks and Chromebook Cart for Adult Education Program (\$9,199.00)

Submitted by Mr. Mark Fernandes | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Adult Education Grant 734

Teachers are using materials for the Adult Credit Diploma Program and after discussions with the teachers it was realized that the students would be better able to access the curriculum if there were a set of Chromebooks available for them to use.

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Many of the teachers use Chromebooks during the day with their classes. They are looking to be able to give their adult students the same opportunities as their day students.

The total is \$9,199.00 and the funding source is Adult Education Grant 734.

Partnerships: Approve Purchase Order and Bid Waiver for Equipment for MET Academy at New Britain High School (\$55,000.00)

Submitted by Mr. Paul Ted Kerrigan | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: NBHS Commissioner's Network 2345969100057346

As part of the application for Commissioner's Network, 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.

The purchase of engineering and manufacturing equipment will help to achieve academic growth as well as increase engagement, while supporting the vision of the commissioner's grant connected to Career Academies.

We would like to purchase the CNC table from SignPro because they are a local company who have offered their business for training for both staff and students. SignPro has offered us the opportunity to bring students to their facility to get real life hands on training on the machine. Students will be able to apply what they learn on this job shadow experience in the classroom to design and create their own work. This machine will enhance student learning, get students learning on industry standard machines, help grow the MET Academy by getting students the skills necessary for internships and potential careers upon graduation.

Comparison quotes for new equipment are also provided.

We are requesting this BOE Bid Waiver and approval for the following items.

1. Multicam 48x96 CNC table with vac hold down

The total is \$55,000 and the funding source is NBHS Commissioner's Network 2345969100057346.

Partnerships: Approve Purchase Order and Bid Waiver for Chromebooks (\$260,000.00)

Submitted by Ms. Sondra Sanford | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: SIG Grants and local 204X96910001-57346

Due to school closure, there is a reduction of services provided from Partnerships and Community Based Organizations. In addition, due to school closure, there is a reduction of extra earnings required from CSDNB staff. In collaboration with our state consultants and school principals, the state has approved to move funds from salary and professional services line item and into instructional equipment to purchase chrome books. The purchase is to reduce the gap, increase equity and student engagement in our schools, and to ensure students have access to online platform to practice skills during distance learning. A variety of professional development around number sense, fractions, literacy, instructional practices has been provided to staff prior to school closure. This will support their new learning.

This is a combined request for the Six SIG school grants: Northend, Smith, Smalley, DiLo, Pulaski and Slade. Each school has services not rendered or salaries that were not expended due to closure. The amounts per school vary and each quote reflects the amount available to purchase chrome books.

The total is \$260,000.00 and the funding source is SIG Grants and local 204X96910001-57346.

Finance: Approve Purchase Order and Bid Waiver for Chromebooks and Chromebook Carts for NBHS (\$154,352.00)

Submitted by Mr. Damon Pearce | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Grant Commissioner's Network

This is a request for Chromecarts that will replace those older devices that were distributed to students as a result of the school closure. Despite the arrival of the Dell Laptops which will support the development of a 1:1 environment, the high school will

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still require a modest fleet of Chromecarts to support our transformation of digital instruction as well as to provide for activities such as state testing.

The total is 154,352.00 and the funding source is Grant Commissioner's Network.

Operations: Approve Purchase Order and Bid Waiver for Chromebooks for District (\$917,000.00)

Submitted by Mr. Jeff Prokop | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Local Budget – Instructional Supplies 101092125800-57346

This approval is for the purchase of 2,500 touch screen chromebooks as well as an additional 500 non-touch screen chromebooks. This effort, along with the purchases approved in the previous board meeting and the high school laptop donation will allow the district to achieve a chromebook/laptop for every K-12 student for the coming school year.

The total is \$917,000 and the funding source is Local Budget - Instructional Supplies 101092125800-57346.

Partnerships: Approve Purchase Order and Bid Waiver for Materials to Manufacture Personal Protective Equipment (PPE) (\$24,822.00)

Submitted by Ms. Sondra Sanford | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Local Budget 101091125900-56150

This purchase order request is to build Personal Protective Equipment (PPE) at New Britain High School. Last month, New Britain High School turned into a “pop up” manufacturing site running three assembly lines to make medical face shields. These shields were produced for our local hospitals and first responders. We have partnered up so that we can make a difference and support our community.

With the ReOpen of schools on the horizon, we would like to make these same shields for CSDNB staff. OKAY industries has agreed to purchase the same materials using their vendors and "equipment". The materials include:

- Elastic: 6,000 Yds @ \$3,460.80
- Plastic Shields: 10,000 pcs @ \$16,000
- Foam: 288 Rolls @ \$3,482.
- Plastic Bags: 10 Boxes @ \$1,050.00
- Knives: 24 @ \$98.16
- Staples: 10bx @\$82.90
- Shipping \$100
- Shipping \$300
- Shipping \$250

Total: \$24,821
= \$2.482 per Face Shield.

CDC regulations will be followed.

The total is \$24,822.00 and the funding source is Local Budget 101091125900-56150.

Partnerships: Approve Purchase Order for Services Rendered by The Ana Grace Project and Klingberg Family Centers (\$85,000.00)

Submitted by Ms. Ryan Langer | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Title IV Grant Unknown

This invoice is for services provided by The Ana Grace Project and Klingberg Family Centers in CSDNB's 11 Love WIns schools for 10 months. (September 2019-June 2020) AGP provided the following services before and after the COVID 19 shut down:

- Ongoing technical support to the Partnership Project Manager and assisted in identifying evidence-based programs and needed training.
- The ability to act as an ambassador for CSDNB to attract national speakers and organizations and assist the district in seeking out additional funds to implement selected trainings and/or presentations.

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- Clinical services provided by Klingberg Family Centers in each of the 11 schools identified as Love Wins schools.
- Classroom support services in all schools identified as Love Wins schools. (Excludes New Britain High School).
- Professional Development as needed/requested in each of the 11 Love Wins schools (Excludes New Britain High School).
- College and career exposure opportunities through partnership with CCSU.

The 2019-2020 contract was not ratified in August of 2019 like it had been in years past because the Partnership Project Manager was out on leave. Services continued and staff did not realize the updated contract had not gone to the board. This invoice reflects those services rendered.

The total is \$85,000 and the funding source is Title IV Grant Unknown.

Operations: Approve Budget Transfer for Purchase of Chromebooks (\$917,000.00)

Submitted by Mr. Kevin Kane | Reviewed by the Finance Committee on May 26, 2020

The budget transfer for the purchase of Chromebooks is to be funded as follows:

Budget Unit	Account	Department	Description	From	To
101092125300	55500	MIS	Copy & Printing	\$217,000	
101092125800	57346	MIS	Instr. Equip. - New		\$917,000
101093126000	56210	Facilities	Heat & Gas	400,000	
101094125700	53590	Talent	Outside Sub Services	300,000	
Total				\$917,000	\$917,000

Operations: Approve Application for 2% ECS Grant Set-Aside Award

Submitted by Mr. Kevin Kane | Reviewed by the Finance Committee on May 26, 2020

With Board approval, this will be the 11th consecutive year the District has received the 2 percent ECS Grant set-aside Award. The approximate amount is \$1,478,586.00.

Operations: Accept Finance Report – April 30, 2020

Submitted by Mr. Kevin Kane | Reviewed by the Finance Committee on May 26, 2020

The Financial Report ending April 30, 2020 was presented.

Partnerships: Approve Bid Waiver for Trauma Trainings from Klingberg Family Center (\$12,600.00)

Submitted by Ms. Ryan Langer | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Family Resource Center Grant Unknown

CSDNB Family School Liaisons, like everyone else, has had to transition to providing virtual services to families during the COVID-19 crisis. During this time, FSLs are in need of continued training around trauma informed practices in order to better support the 400+ families on their caseload with the understanding that many of these families are experiencing trauma right now.

Klingberg family center will provide a series of trainings around mental and emotional health and well being to staff in addition to support groups for families enrolled in the FRCs. These families have not been supported in the past through the Love Wins programming. At a time where so much is unknown, we feel this training and support is critical and will improve our FSL's ability to respond to the trauma our families are facing. These virtual trainings can and will be made available to other applicable staff as well.

The total is \$12,600 and the funding source is Family Resource Center Grant Unknown.

Partnerships: Approve Purchase Order and Bid Waiver for Face Masks and Bags for CSDNB “Summer Swag Days” Event (\$39,138.00)

Submitted by Ms. Ryan Langer | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Family Resource Center Grant / Title IV Grant Unknown

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CSDNB will be hosting "CSDNB's Summer Swag Days" from June 8-12. Students and families will have the opportunity to visit/drive up to their school (or other public location to be determined by the committee) during scheduled times to receive summer learning materials, scholastic book donations and PPE that will be needed upon the return to school. (These "events" will be put on following safety guidelines set forth by SDE and Governor Lamont's Office in the same way Chromebook distribution has) This order is for bags and ppe masks from Custom Ink. These purchases are part of the approved strategies to support families identified in both the Family Resource Center and Title IV grants. \$20,630 will come out of the FRC supply line-item budget and \$18,508 will come out of Title IV.

The total is \$39,138.00 and the funding source is Family Resource Center Grant/ Title IV Grant Unknown.

New Business

Academics: Approve Purchase Order and Contract Between Consolidated School District of New Britain and I Am Training and Consultation Group LLC (\$36,000.00)

Submitted by Ms. Lara Bohlke | Reviewed by the Finance Committee on May 26, 2020 | Funding Source: Local Academics, In Service 101096122004-53320

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.

The Consultants at I AM Training and Consultant Group, LLC will provide one 90-minute session of training for all Certified and Non-Certified CSDNB staff entitled 'Reentering the Room'. There will be multiple virtual sessions over the course of two weeks: June 2 - June 11.

The workshop description is as follows:

'In this time of pandemic and for the unforeseeable future, more than ever before, students need educators in their classrooms to be self-aware and able to reflect on the impact their action (or inaction) has on the classroom community. As we anticipate the need to face new and old challenges to achieving academic success, this workshop will explore how to 'Reenter the Room' using an anti-racist lens by understanding one's identity and positionality through self-reflection. We will discuss understanding our own influences and biases on micro, mezzo, and macro levels and how that can present itself in interaction, curriculum and instruction.'

The contract is inclusive of:

- Preparation time and materials for immediate Professional Development Training: Reentering the Room.
- Technical assistance in adaption of workshop to ensure content related to audience (i.e. teachers, nurses, paraprofessionals etc.)
- Presentation resource materials: PPT, summer worksheets, anti-racist/bias classroom resource list
- Consultation on self-reflective thought groups for summer processing
- Creation and distribution of materials for self-reflection on positionality before re-entering the classroom after COVID-19 and to consider the benefits of an anti-racist lens in the classroom setting.
- Technical assistance and consultation as needed for the period of service.
- Participation in meetings as needed to prepare for services.
- Participation in meetings as needed to consult on Reentry plans over the summer.
- Consultation on contract renewal for fall and ongoing.

I AM Training and Consultant Group, LLC is owned and operated by Stefania M. Agliano, LMSW and Bryan Hall II, LCSW who will be conducting the training.

Stefania M. Agliano, LMSW received her graduate degree at Fordham University and has worked in child welfare services and child protection for over twenty-five years. Ms. Agliano is co-founder of I AM Training and Consultation Group LLC and is currently a Clinical Assistant Professor at the Sacred Heart University School of Social Work and adjunct professor at a local university teaching in the Urban and Community Studies Department. Ms. Agliano has been a contributing member of efforts to eradicate trafficking inclusive of the development of various training curriculum, training hundreds of child welfare staff, law enforcement officers, probation officers and community providers on the local and national level using an anti-oppression practice lens. Ms. Agliano has co-authored and facilitated national prevention programming aimed at educating participants on

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various topics inclusive of sexual exploitation, addressing the needs of at risk youth and gang prevention designed for adolescents, young adults and families under the umbrella of I AM: The Empowerment Project. Ms. Agliano is currently a doctoral candidate at Northeastern University researching the impact of identity on prevention education efficacy, curriculum theory and curriculum design.

Bryan Hall II, LCSW received his graduate degree from the University of Connecticut School of Social Work and has worked in child welfare, adult probation services and law enforcement in excess of nineteen years. Mr. Hall is currently a Clinical Assistant Professor at the Sacred Heart University School of Social Work. Mr. Hall's clinical background consists of treating adolescents with persistent legal issues and/or mental health disorders. Mr. Hall is the co-founder of I AM Training and Consultation Group LLC. Mr. Hall has been an active contributor of efforts to eradicate sex trafficking including training hundreds of probation officers, social workers and providers across the country. Mr. Hall has been instrumental in the development and facilitation of prevention programming aimed at educating participants on various topics inclusive of sexual exploitation and gang prevention designed for adolescents and associated practitioners. Mr. Hall is an adjunct faculty member and teaches at the college level in Urban and Community studies where he has developed curriculum on the need for incorporating an anti-racist practice lens in human services and law enforcement.

The total is \$36,000.00 and the funding source is Local Academics, In Service, 10109612200400000 53320.

Mr. Mercier motioned to approve the purchase order and contract between Consolidated School District of New Britain and I Am Training and Consultation Group LLC, seconded by Ms. Reyes. Mr. Mercier motioned to postpone the purchase order and contract between Consolidated School District of New Britain and I Am Training and Consultation Group LLC indefinitely as this item does not meet the threshold requiring board approval, seconded by Dr. Jiménez Sims. Motion carried unanimously.

Operations: Approve Summer Authority

Submitted by Mr. Kevin Kane | Reviewed by the Finance Committee on May 26, 2020

This authority is in place from June 2, 2020 through September 8, 2020. Members of the Board will receive updates throughout the summer on actions taken under this authority.

Fiscal Year 2019-2020

- Authorization to close out under/over expended object code balance to the Medical Health Insurance Account to fully expend the District's 2019-2020 appropriation.

Fiscal Year 2020-2021

- Authorization, in consultation with the Chair of the Board of Education, to award vendor bids and issue vendor purchase order in excess of \$7,500 and to waive bids when it is in the best interest of the District to do so.
- Authorization is requested for the Superintendent to designate the Chief Financial Officer and or the Assistant Superintendent to act on behalf of the Board when appropriate.

Mr. Mercier motioned to approve Summer Authority Memorandum, seconded by Ms. Parker. Motion carried unanimously.

Policy: Policy Committee Moves to Approve Revised Policy 3324.00 – Bids, Quotations and Purchase Orders

Submitted by Ms. Ann Alfano

Ms. Ann Alfano, Accounting Manager, recommended review and revision of this policy due to a change in federal guidelines regarding purchases directly charged to a federal award. Ms. Alfano shared the explicit language that must be included in our current policy regarding the procurement process when utilizing federal funds. Ms. Alfano recommended adding this extensive and specific language at the end of our current policy in an additional section under the heading "III. Purchases Directly Charged to a Federal Award."

Mr. Mercier motioned that the Policy Committee moves the Board approve revised Policy 3324.00 – Bids, Quotations and Purchase Orders. Motion carried unanimously.

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Operations: Curriculum Committee Moves to Approve Installation of a High Tunnel Greenhouse on Roosevelt Campus

Submitted by Ms. Helen Talalaj | Funding Source: N/A

Mr. Joey Listro, Executive Director of New Britain ROOTS, discussed the proposed installation of a high tunnel greenhouse on the Roosevelt Campus with the Curriculum Committee on May 18, 2020. High tunnel greenhouses are advantageous because they are solar heated, extend the growing season, and offer protection from weather. Mr. Listro presented slides from the construction of this same high tunnel greenhouse at Slade Middle School three years ago. The total cost for the project at Roosevelt is \$14,925.00. ROOTS received \$5,000.00 from American Savings Foundation and \$7,658.00 from the USDA – National Reserve Conservation Service to fund this project. ROOTS is covering the remaining balance and the grant money has already been approved.

Mr. Listro discussed the connection between the greenhouse project and the “Farm to School” Curriculum and lessons that are part of the ROOTS afterschool and summer learning programs. In closing, Mr. Listro stated that his ultimate goal is to change the way we, as a school district and a city, feed ourselves and our school community and improve our relationship with food.

Mr. Mercier motioned that the Curriculum Committee moves the Board approve installation of a high tunnel greenhouse on the Roosevelt Campus. Motion carried unanimously.

Personnel: Approve New Job Description and New Position Request for 1.0 FTE Facilities Assistant

Submitted by Ms. Nancy Sarra | Reviewed by the Personnel Committee on May 26, 2020

This was formerly an Administrative Secretary II position. This position replaces the eliminated secretary vacancy in Facilities as the scope of the work has changed. This position will report to the Director of Facilities.

The primary function is as follows:

- The Facilities Assistant will support Facilities Management by working to ensure work related to the repair, preventative maintenance, and improvement of school facilities is properly communicated internally to all appropriate staff.

The person in this full-time, 12 month position will work a schedule as determined by the Local 1186 collective bargaining agreement including occasional travel to all school district buildings and functions. Salary and benefits are as set forth in the Local 1186 collective bargaining agreement, paygrade 6B. The estimated cost is \$50-65,000. This position is affiliated with Local 1186 AFSCME and the funding source is local.

Ms. Sanders-Connolly motioned to approve the new job description and new position request for (1.0) Facilities Assistant, seconded by Mr. Mercier. Motion carried unanimously.

Personnel: Approve Revision to Assistant Chief Talent Officer Job Description

Submitted by Ms. Maryellen Manning | Reviewed by the Personnel Committee on May 26, 2020

Several changes were made throughout the job description. The job title will be changed to Talent Officer. This position will report to the Director of Personnel and Talent Development.

The primary function is as follows:

- Leads the ongoing development and quality implementation of performance evaluation systems that support the goals of continuous improvement for all employees as evidenced by high achievement for all students. This individual will work closely with academic leaders, union leadership, legal and labor advisors, and state and local leadership, guided by current research and nationally developed performance management systems that differentiate performance and provide differentiated support anchored in evidence of student learning.

The person in this position will work a standard administrator work schedule, including attendance at Board meetings and other meetings as needed. Salary range is \$135,000 - \$150,000 and the salary and fringe benefits follow the Local 51 contract. This is an exempt position with no union affiliation and the funding source is local.

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Ms. Parker motioned to approve the revision to the Assistant Chief Talent Officer job description, seconded by Ms. Sanders-Connolly.

Mr. Mercier motioned to amend "Reviews current systems of evaluation via co-chair of PDEC..." under Essential Performance Responsibilities to read "Serves as co-chair of the Professional Development and Evaluation Committee for the District and reviews current systems of evaluation..." seconded by Dr. Jiménez Sims. Motion carried unanimously. Motion to approve amended Assistant Chief Talent Officer job description carried unanimously.

Personnel: Approve Revision to Equity Officer Job Description

Submitted by Ms. Maryellen Manning | Reviewed by the Personnel Committee on May 26, 2020

Several changes were made throughout the job description. The job title will be changed to Senior Equity and Talent Officer. This position will report to the Director of Personnel and Talent Development and Superintendent of Schools.

The primary function is as follows:

- The Senior Equity and Talent Officer works with the Director of Personnel and Talent Development and Superintendent to establish and maintain a culture of inclusion which includes addressing and reducing cultural bias and embracing differences as a strategic opportunity towards leading the district's efforts to build a culture of equity and inclusion for all students, families, employees, and community.

The person in this position will work a standard administrator work schedule, including attendance at Board meetings and other meetings as needed. Salary range is \$147,000-\$154,000 and the salary and fringe benefits follow the Local 51 contract. This is an exempt position with no union affiliation and the funding source is local.

Ms. Parker motioned to approve the revision to the Equity Officer job description, seconded by Ms. Reyes. Motion carried unanimously.

Academics: Approve Purchase Order and Bid Waiver for Ultrasonic Cleaning Machine(s)

Submitted by Ms. Leona Clerkin | Reviewed at the Special Board Meeting on May 16, 2020 and by the Finance Committee on May 26, 2020 | Funding Source: Local Funds 101091125900-57346

In order to clean and sanitize the 700+ instruments used by students in CSDNB, it is necessary to purchase the proper equipment in order to keep students safe. We recommend the Ultrasonic Cleaning Machine when comparing three different brands. The quote provided is for seven machines per the request of the Finance Committee on May 26, 2020.

The total is \$93,211.00 and the funding source is local funds 101091125900-57346.

Ms. Sanders-Connolly motioned to approve the purchase order and bid waiver for Ultrasonic Cleaning Machine(s), seconded by Mr. Mercier.

Mr. Mercier motioned to amend the amount of the purchase order and bid waiver for Ultrasonic Cleaning Machine(s) to reflect purchase of one Ultrasonic Cleaning Machine in the amount of \$19,980.00, seconded by Ms. Leja. Motion carried unanimously. All were in favor of motion to approve revised purchase order and bid waiver for one Ultrasonic Cleaning Machine in the amount of \$19,980.00 with the exception of Ms. Parker. Motion carried by 9-1 vote.

Phase I Recommendation from Tech Task Force: Approve Board Memorandum

Submitted by Mr. Nicholas Mercier | No Committee Review

Mr. Mercier introduced a proposed Board Memorandum approving the use of up to \$350,000 from the CARES Act funding received by the Consolidated School District of New Britain to be used for Phase I implementation of expanded Wi-Fi access for district students. Specific guidelines for the use of these funds and details of the implementation plan are included in the memorandum. An MOU will be developed between the Consolidated School District of New Britain and the City outlining the details regarding the use of the equipment.

New Britain Board of Education

Merrill Gay – President | Nicholas Mercier – Vice President | Violet Jiménez Sims – Secretary

Monica Dawkins | Anthony Kane | Diane Leja | Annie S. Parker | Diana Reyes | Nancy Rodriguez | Gayle Sanders-Connolly

Mr. Mercier motioned that the Board approve the Board Memorandum for the appropriation of up to \$350,000 from the CARES Act for the Phase I implementation of expanded Wi-Fi access to district students, seconded by Ms. Sanders-Connolly. Motion carried unanimously.

Addition to Agenda

Mr. Mercier motioned to add discussion of a Board of Education statement regarding the death of Mr. George Floyd to the agenda, seconded by Dr. Jiménez Sims. Motion carried unanimously.

Dr. Jiménez Sims presented and read aloud a draft joint statement from the New Britain Board of Education and Superintendent Sarra.

Dr. Jiménez Sims motioned to approve the joint statement from the New Britain Board of Education and Superintendent Nancy Sarra as presented, seconded by Ms. Sanders-Connolly. Motion carried unanimously.

Closing and Adjournment

Ms. Sanders-Connolly motioned to adjourn at 9:13 PM, seconded by Ms. Parker. Motion carried unanimously.

New Britain Board of Education

Merrill Gay – President | Nicholas Mercier – Vice President | Violet Jiménez Sims – Secretary

Monica Dawkins | Anthony Kane | Diane Leja | Annie S. Parker | Diana Reyes | Nancy Rodriguez | Gayle Sanders-Connolly