



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

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

October 24, 2022 – 7:00 PM | New Britain Educational Administration Center

**Call to Order and Opening**

Mr. Anthony Cane, Finance, Facilities, and Transportation Committee Chair, called the meeting to order at 6:42 PM.

**Board Members Present**

Mr. Anthony Cane\*, Mr. Matthew Marino\*, Ms. Annie Parker\*, Ms. Gayle Sanders-Connolly\*, Ms. Tina Santana#

*\*Committee member*

*#Attended remotely*

**CSDNB Staff Present**

Mr. Christopher Badenhop#, Ms. Lara Bohlke, Ms. Holly Catrino#, Ms. Kristina DeNegre, Ms. Evelyn DeSimone#, Dr. Anthony Gasper, Ms. Rebecca Gonzalez, Ms. Lisa Kawecky#, Ms. Michele Kushman, Dr. Shamel Lewis#, Ms. Maryellen Manning, Mr. Jeff Prokop, Ms. Kristin Salerni, Mr. Mark Spalding, Ms. Ivelise Velazquez

*#Attended remotely*

**New Business**

**Review and Approve Minutes from Finance, Facilities, and Transportation Committee Meeting on September 19, 2022**

There were no recommended changes to the minutes from the Finance, Facilities, and Transportation Committee Meeting on September 19, 2022.

***Ms. Sanders-Connolly motioned to approve the minutes from the Finance, Facilities, and Transportation Committee Meeting on September 19, 2022 as submitted, seconded by Mr. Marino. Motion carried unanimously.***

**IT Update**

Presented by Mr. Jeff Prokop

Chief Information Officer Jeff Prokop provided an update regarding the status of the Projector Replacement Project. Installation at Slade is nearly complete and they are down to punch list items. Over 800 parents have signed up for student device insurance to date which puts us at 70% of last year already. Over 200 claims for repair have been processed this year so far. The high school improvements to increase bandwidth have also come online.

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## **Facilities Update**

Presented by Ms. Rebecca Gonzalez

Chief Operations Officer Rebecca Gonzalez provided committee members with updates regarding the following projects in the district:

- **NBHS ADA Project**
  - Project approximately 90% complete
  - Working on punch list
  - Permanent doors are all installed
  - Waiting on some signage
  - End of fall should mark final completion of project
  - A slideshow and summary for the State has been requested and will be shared with the Board as well
- **Security Camera Installation**
  - Camera installation at Pulaski will be completed this week
  - Project will be finished with the exception of a few camera installs requested at the high school
- **Access Control Project**
  - NBHS, Pulaski, Slade, John Downey warehouse, and Vance are completed
  - Work has started at Northend this week
  - Trouble shooting some minor issues that have occurred with the help of MIS
- **Slade Gymnasium Floor**
  - Project is progressing nicely and is on track for completion the first week of November
- **Chamberlain School Construction**
  - Project is 80-85% complete
  - Expected completion in December and move-in anticipated for the spring or summer of 2023
- **Smalley/Gaffney Close-outs**
  - Ms. Gonzalez and Mr. Paul Salina met with an auditor at The Office of School Grants and Construction in Hartford on October 5<sup>th</sup>
  - The auditor requested additional information regarding sub-contractors who bid for projects over \$10,000
- **Slade Roof Project**
  - Renovating roof and upgrading HVAC infrastructure simultaneously
  - HVAC assessment is expected to come in within the next three weeks
  - Grant application anticipated to be filed December 2022
- **Master Facilities Plan**
  - Bid documents have been prepared and timeline is being finalized
- **Security Audit**
  - Ms. Gonzalez is continuing to reach out to specialists for assistance in gaining information for the district in order to develop specifications, conduct a vulnerability assessment, identify infrastructure that is needed, and evaluate current policies and practices
- **Transportation RFP**
  - Working with consultant and attorney to make sure everything is included that needs to be
  - Draft timeline: pre-bid 11/10, final questions 11/17 and bid opening 12/8
- **Specialty Contract**
  - Working with our attorneys and Specialty to finalize 2-year contract extension

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**Presentation: HVAC Needs at Pope John Paul Site**

Presented by Dr. Anthony Gasper

Superintendent Gasper provided committee members with an update regarding the substantial HVAC needs at Pope John Paul II School. It came to light last week that part of the building is without heat and there is low confidence that the boilers that are original to the building will make it through the winter. Historically the district has used PJP as swing space when school buildings are under construction. Ms. Gonzalez provided committee members with estimated project costs. Dr. Gasper concluded the discussion by stating that he and Ms. Gonzalez would continue to explore their options and provide Board members with additional estimated costs and funding sources.

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**Partnerships: Accept Donation from the Ana Grace Project, Inc. for Backpacks (\$500.00)**

Submitted by Ms. Mayra Rodriguez | Funding Source: The Ana Grace Project

The Ana Grace Project has provided ongoing support for many years to CSDNB. Nelba Marquez-Greene has generously provided \$500.00 to purchase backpacks for New Britain Students.

The total is \$500.00 and the funding source is The Ana Grace Project.

*Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Academics: Approve Application for Dollar General Youth Literacy Grant (\$4,000.00)**

Submitted by Ms. Michele Kushman | Funding Source: Dollar General Literacy Foundation – Grant Instructional Supplies

A Smith School first grade teacher wants to apply for a literacy grant through Dollar General as part of her graduate course work. This grant would be used to support the purchase of materials and resources that align to the state and district focus on Science of Reading to support a strong foundation in early literacy skills.

The total is \$4,000.00 and the funding source is Dollar General Literacy Foundation - Grant Instructional Supplies.

*Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Finance: Accept School Readiness COLA Funds (\$321,663.99)**

Submitted by Mr. Christopher Badenhop | Funding Source: Office of Policy and Management

The Office of Policy and Management has allocated funds pursuant to Public Act 21-2, June Special Session, Section 308-2(b)(2)B for a cost-of-living adjustment (COLA), to “employees who provide state-administered human services” to private sub-grantees providing services through the Office of Early Childhood School Readiness Program. The Office of Early Childhood gave these funds to childcare programs to go directly to staff wage increases. The COLA for FY 23 was written into legislation, and dispersed to school readiness fiduciaries, to be dispersed to providers. The funds were required to be applied to salary/wage increases and associated increases in fringe benefit costs for the 2023 State Fiscal Year. Each community agency was allocated a certain amount of COLA funds, with which they submitted a COLA budget and justification of salary and benefit expectations. 50% of the funds were available in July and the other 50% will be available in January of 2023. Teachers received between a 4% - 6% increase in salary, along with having a portion of their health benefits also paid for (these numbers varied by agency). These funds are only guaranteed for this fiscal year.

The total is \$321,663.99 and the funding source is the Office of Policy and Management.

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***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Finance: Approve Request to Make Athletic Event Workers' Pay Equal for All District Employees (\$83,000.00)**

Submitted by Mr. Christopher Smith | Funding Source: Local Athletic Funding Athletic Events 1010978300XX-53540, varies by sport

To align all Athletic Event workers (who are current W-2 employees) pay with that of the Local 871 contract that are paid \$40 per hour effective their last contract approval for Appendix B-1 Extra Curricular.

Athletic Event workers shall include but not be limited to: Ticket Specialists, Announcers, Scorers, Timers and other Measuring Officials. Their pay shall be \$26.67 per hour and shall be paid at Overtime of this rate. This shall be effective upon Board Approval.

The total is \$83,000 - current budgeted amount and the funding source is Local Athletic Funding Athletic Events 1010-978-300XX - 53540, varies per sport.

***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Partnerships: Approve Contract between Consolidated School District of New Britain and The Opportunities Industrialization Center of New Britain, Inc. (OICNB) for Men of Many Colors Program (\$15,000.00)**

Submitted by Ms. Sondra Sanford | Funding Source: ARP/ESSER III 206396910001-53200

The Men of Many Colors (MOMC) program is entering its fifth year. The program is for youth in school with a strong focus on Freshmen. However, the program will accommodate upperclassmen as well. The MOMC is designed to prepare youth to enter today's workforce, if they are not going directly to college after graduation. It supports career development, healthy lives and other male issues that arise with young men. The program has presently served 90 young men from its inception in 2018 in grades 9-12. All young men who have been involved in the program are on track to graduate. OICNB has had 15 youth graduate from high school on time by being involved with the program. MOMC meets two Saturdays per month from 11:30 am to 3:30 pm. There is a strong focus on Social Emotional Learning (SEL), Mental Health, Boy Council, Career Competency System (CCS), and Career Awareness in partnership with the local business community, trades and apprentices exposure and life coping skills. Dates of Service: July 1, 2022 to June, 30 2023: two Saturdays per month from 11:30 am to 3:30 pm.

The total is \$15,000 and the funding source is ARP/ESSER 3 2063-969-10001-53200.

***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Partnerships: Approve Contract between Consolidated School District of New Britain and Dana Turnquest for Restorative Practices Professional Development for Jefferson Elementary School (\$2,000.00)**

Submitted by Dr. Shamel Lewis | Funding Source: Local 234196910002-56110

Jefferson Elementary School is prioritizing students' social emotional learning. Based on data from office referrals in review 360 (office referrals), feedback from teachers, and observations of teachers, there is a need to build our staff capacity around classroom management, responding to students, and deepening their awareness, understanding, and implementation of restorative practices. I am proposing securing restorative practices Professional Development which will consist of the following: a series of professional development sessions to help teachers with improving their classroom culture and climate,

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their skill set and tool box for processing student behaviors as well as the mindset shift it takes to be restorative in our approach to helping students.

Delivery of Information:

- One (1 hour) staff meeting per month, attendees will learn and discuss strategies and tools that will be ready for immediate use. At the following meeting we will discuss and troubleshoot usage of what was delivered.
- Every teacher will have a complete set of suggested norms and tools to ESTABLISH their classroom norms.
- Every administrator will have a set of school-wide components to ensure strong culture throughout the school community.
- The foundations of these sessions are all DEI based, and will align with any school wide DEI initiatives.

Measurable Outcomes:

- Decrease in students sent out of class for minor behaviors
- Decrease in overall maladaptive student (and staff) behaviors
- Decrease in student referrals · Increased student connections
- Improved classroom and school wide systems related to school culture and behavior

Cost: \$2,000

PAYABLE TO: Dana Turnquest, Restorative School Culture Consultant 24 Strawberry Lane, Manchester CT 06040

The total is \$2000 and the funding source is Local 234196910002-56110.

***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Academics: Approve Contract between Consolidated School District of New Britain and Mr. Braulio Santiago of Launching Leaders in Education for Consulting Services (\$30,000.00)**

Submitted by Ms. Johanna Robles | Funding Source: CN Grant 300 – Purchased Professional and Technical Services

Contract with Launching Leaders in Education: Weekly onsite support and consultation in the following areas:

\*Leadership Development - Maximize capacity of administrative team to lead, support and monitor implementation of core reform efforts, maximize assistant principals and deans of core accountable restorative schoolwide structures, procedures, and policies embedded in Pulaski Middle Culture. Data in the area of discipline, attendance, and academics will be examined on a regular basis in order to implement walkthroughs and instructional rounds to collect evidence of student-centered classrooms and to calibrate, assess, evaluate and plan based on findings. Establish a data culture through structured time to compare data including student attendance, benchmark assessment data and behavioral data in order to inform and differentiate instruction on a regular basis. CONSULTING SERVICES AGREEMENT (School Year 2022-2023)

This Consulting Services Agreement ("Agreement"), dated 8/15/22, is made by and between Braulio Santiago (herein referred to as the ("Consultant")), whose address 9 Laurel Brook Road, Durham, CT 06422 and Pulaski Middle School ("Client") whose address is 757 Farmington Avenue, New Britain, CT 06053

In consideration for those services Consultant provides to Client, the parties agree as follows:

Services of Consultant/Scope of Work:

Consultant will meet with Pulaski Administrative Staff to collaborate on monthly strategic planning, data, climate and culture, student achievement, and other topics as necessary for school-wide improvement by school principal, Johanna Robles. The scope of work by the Consultants will include:

TOPICS

- Establishing Protocols and Timelines for State Turnaround Data Collection and Analysis
- Establishing Protocols for In-person Instructional Rounds conducted by school

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**Administrators/Classroom Visits and Calibration**

- Focus on Data (Academics, Attendance, Behavior), Curriculum and Instruction, Parent Involvement, Intervention Strategies, especially in the area of reading and math (iReady) to increase student achievement
- Focus on rigorous instruction and incentives for all students to improve student achievement
- Focus on equity, inclusion, diversity and emphasis on addressing social-emotional needs due to pandemic.

**DELIVERABLES**

- Bi- Monthly all-day visits to the school
- Bi-Monthly virtual up-date meetings when deemed necessary by administrator/consultant
- Bi-Monthly in-person/virtual debriefs regarding school’s progress in meeting school goals and updates on the status of the Consultant’s work.

**HOURS**

August 2022 - June 2023 4-5 days per month, not to exceed 80 days per 2022-2023 school year.

**CONSIDERATION:**

Client agrees to pay Consultant, as his fee, and as consideration for services provided, \$750.00 per day, not to exceed \$30,000. The fees shall be payable within thirty (30) days upon receipt of a proper itemized monthly invoice.

**CANCELLATIONS:**

In the event that Client or Consultant needs to cancel scheduled work as a result of inclement weather, scheduling conflicts, or other unforeseen events or problems, all efforts will be made by both parties to find new dates that are mutually agreeable so that the terms of this Agreement may be satisfied.

**CLIENT: CONSULTANT:**

Johanna I. Robles, Pulaski Middle School Principal Braulio Santiago

Consolidated School District of New Britain Launching Leaders in Education Financial Information

The total is \$30,000 and the funding source is CN Grant 300 - Purchased Professional and Technical Services

***Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Operations: Approve Renewal of Contract between New Britain Public Schools and Pitney Bowes (\$796.88/monthly)**

Submitted by Ms. Ann Alfano | Funding Source: Local Fund 101091125900-55301

The current mail room equipment is obsolete. The renewal of the lease agreement with Pitney Bowes will reduce the monthly payment from \$886.22 to \$796.88 with a monthly savings of \$89.34 or \$5,360.40 over a five-year period. 60-month term - \$796.88 monthly

The total is \$796.88 Monthly and the funding source is Local Fund 101091125900 - 55301.

***Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Operations: Approve Bid Award to Action Apparel for Custodial and Maintenance Uniforms (\$21,000.00)**

Submitted by Ms. Rebecca Gonzalez | Funding Source: Local funds 101096926000-54300

Per the agreement between local 1186 and the Board of Education, Article XV - Dress Code, 17.1 - related to custodial and maintenance uniforms, an invitation to Bid was advertised in the Hartford Courant on 8/26/2022 with responses due back by 09/16/2022. Facilities will reimburse custodial and maintenance workers up to \$300 per year for necessary and/or safety gear.

Five bids were delivered to the Gates Building. The bid will be awarded to Action Apparel.

The total is \$21,000 and the funding source is local funds 1010-969-26000 54300.

***Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Finance: Approve Bid Waiver for Hudl Camera System for Athletics Department (\$10,600.00)**

Submitted by Ms. Lisa Kawecki | Funding Source: Athletic High School Non-Instructional Equipment – New 101097830019-57301

Services requiring specific expertise (consultants, specialists, clinicians) where there are not several providers offering similar services.

The Hudle camera that was purchased and is mounted can only run with its specific software.

The Hudl camera system is a dynamic cloud-based system we have had for the past 3 years. The software is designed for coaches and players to easily capture, review, and analyze footage from games and practices. Coaches have access to the hudl platform that enables them to review game footage right after their games. It also enables us to livestream games on the district YouTube page for parents, relatives and fans to view from anywhere.

Hudl is also one of the few tools that offer analytics when it comes to studying the game and getting to know the player’s performance. Coaches receive real time data on team performance for individual games. The program also allows coaches to share footage to colleges for recruitment purposes and develop highlight films.

The total is \$10,600 and the funding source is Athletic High School Non-Instructional Equipment-New Athletic High School Non-Instructional Equipment-New 101097830019-57301.

***Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Partnerships: Approve Purchase Orders and Contracts between Consolidated School District of New Britain and Arts for Learning Connecticut (AFLCT) and Futsal and Street Soccer for Smalley’s Extended Day Program (\$26,184.00)**

Submitted by Ms. Andrea Foligno | Funding Source: SIG 204601210002-53200

In alignment with priority 3.5 of Smalley's state approved SIG (School improvement plan) - Extended day learning with extra curricular clubs will offer students academic support, help with SEL learning and increase climate and culture to promote student attendance. This is year two working with these partners for services in Smalley's extended day program which include Arts for Learning Versatile Poetry \$5,500.00, Afro Beat -\$5,500.00, InnerAct Theater \$5,500.00), Yang's Tae Kwon Do - 1 sessions for \$4,500.00 and Futsal- Indoor/outdoor soccer - \$5,184.00. Each session meets Mon, Tues & Th from 3:00-5:00 p.m. for 8 consecutive weeks. The enrollment of the Extended Day Learning/Elevate runs between 140-180 students each session. These providers were contracted last year for our extended day program. Contracts were reviewed and approved last year.

The total is \$26,184.00 and the funding source is SIG 204601210002-53200.

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***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Finance: Approve Contracts between Consolidated School District of New Britain and The Children's Museum (Chamberlain: \$25,200.00 - Northend: \$15,000.00 – Smalley: \$31,500.00)**

Submitted by Ms. Kristina DeNegre | Funding Source: SIG Grants: Chamberlain 2047000310001-53320; Smalley 204601210002-53200; Northend 204296910001-53200

The Children's Museum Educators will support K-5 classrooms in hands-on learning opportunities aligning with NGSS in order to engage students in units of study focusing on Science and Literacy. Through these hands-on activities schools will be able to support building background knowledge, vocabulary, and experiences students would not necessarily have access to. These lessons also align with our current Mystery Science units of study. Sample lessons include: The Solar System, Starlab and Planetarium program, Animals in their Habitats to name a few. All programs will be conducted in-person (provided it is deemed safe to do so by both the school administration and The Children's Museum). Virtual instruction remains an option in the event that in-person instruction is not possible. The Children's Museum

The total is: Chamberlain \$25,200 Northend \$15,000 Smalley \$31,500

funding source is SIG Grants:

Chamberlain 2047-0003-10001-53320

Smalley 2046-012-10002-53200

Northend 2042-969-10001-53200.

***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Finance: Approve Contracts between Consolidated School District of New Britain and Capitol Region Education Council (CREC) (Northend: \$6,800.00 – Chamberlain: \$40,400.00)**

Submitted by Ms. Kristina DeNegre | Funding Source: SIG Grants: Northend 204296910001-53200 and Chamberlain 2047000310001-53320

Northend and Chamberlain Elementary Schools will work with A CREC Consultant in order to provide professional learning opportunities to increase administrators', coaches' and teachers' capacity for utilizing effective instructional strategies for differentiation and academic rigor. The CREC consultant will provide meaningful professional learning for the staff regarding lesson planning connected to domains 2 and 3 on the CCT and build teacher capacity in relation to instructional strategies that support improved academic rigor and differentiation particularly for our students who are identified for specialized support and language acquisition. The consultant will also mentor instructional coaches to build the capacity of the teaching staff and work with building instructional coaches and administrations to conduct walkthroughs, analyze data, and provide meaningful feedback to the teachers weekly in order for the teachers to improve their practice.

Northend: CREC Resource Group will provide up to five (5) full days and one (1) half-day of coaching support with debriefing and real-time classroom coaching with teachers.

Chamberlain: 30 half day sessions throughout the 22-23 school year for all K-5 teachers. In addition, there will be seven full day and two half day collaborative and planning sessions for staff. CREC Consultants - Amount paid through each schools SIG grants

The total is Northend: \$6,800 Chamberlain: \$40,400 and the funding source is SIG Grant Northend: SIG 2042-969-10001-53200 Chamberlain: 2047-0003-10001-53320.

***Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.***

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**Academics: Approve Purchase Order and Contract between Consolidated School District of New Britain and Arts for Learning Connecticut (AFLCT) for Arts in Education Programming (\$130,500.00)**

Submitted by Ms. Leona Clerkin | Funding Source: ESSER Funding 206396910002-53340

In order to best support our students in specialized programs in alignment with the Consolidated School District of New Britain's Mission, ARTS FOR LEARNING has worked with the District to create a comprehensive Arts package for the Key programs and Bridges at both Gaffney and Smith, as well as, the Transitional Center music instruction. This programming will support the student's needs, provide direct instruction of required content, and allow for exploration of various forms of the artist processes in music and art. Arts for Learning has a proven track record of success with our TC and Key Students that can provide arts instruction, enrichment and exploration for our aforementioned students in a more therapeutic and holistic approach with instruction in the arts in various forms. This instruction is to fill a large gap of available, certified teachers in the Arts. Arts for Learning Contract - see attached contract for the 22-23 school year for Smith, Gaffney and the TC programs.

The total is \$130,500. 00 and the funding source is ESSR Funding 206396910002-53340.

*Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Finance: Approve Purchase Order for S.P.I.R.E. Program Materials (\$20,268.45)**

Submitted by Ms. Donna Clark | Funding Source: IDEA 611 FY 2023 202096912001-56110

Textbook purchases or other curricular materials used in place of traditional textbooks (such as electronic programs, online resources.)

S.P.I.R.E.® is a research-proven reading intervention program for your lowest performing students. It is designed to build reading success through an intensive, structured, and spiraling curriculum that incorporates phonological awareness, phonics, spelling, fluency, vocabulary, and comprehension in a systematic 10-step lesson plan. This program aligns to the District Strategic Plan by providing training and feedback to special education teachers, which in turn will improve teacher practices, and result in student academic gains.

The total is \$20,268.45 and the funding source is IDEA 611 FY 2023 202096912001-56110.

*Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Finance: Approve Purchase Order for Unique Learning System Subscription Renewal (\$25,100.68)**

Submitted by Ms. Donna Clark | Funding Source: IDEA 611 FY 2023 202096912001-56110

This is a curriculum subscription renewal for special education teachers to use to provide specialized instruction to address goals and objectives in student IEPs. Unique Learning System is a one-of-a-kind solution designed specifically to help students with special learning needs master their state's extended standards. From one convenient, cloud-based platform, educators deliver differentiated, standards-aligned content enhanced by powerful assessments, data tools, and evidence-based instructional support. Students from pre-K through transition have the advantage of consistent, high-quality instruction, a motivating interactive learning environment, engaging symbol support, and a path to independence.

The total is \$25,100.68 and the funding source is IDEA 611 FY 2023 202096912001-56110.

*Mr. Cane motioned to add this item to the Board's Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Operations: Approve Bid Waiver for Renewal of PaperCut Managed Printing License and Support (\$13,920.00)**

Submitted by Mr. Jeff Prokop | Funding Source: Local MIS Printing and Binding Budget 101092125300-55500

The PaperCut Licensing and support was included as part of the copier services contract, which is a contract that is ending its term in November. While we plan to go to RFP once more for copier services this year, we need to ensure our current copiers function with this software as over 90% of all printing in the district is done through this software.

This bid waiver is for the renewal of our Paper Cut managed printing license and support. We are planning on going out to RFP Copier services in the spring, so the one-year renewal for this service is needed for the 2022-23 school year. Paper Cut allows our staff to print documents from any devices, and retrieve them from any copier throughout the district. This software has been instrumental in reducing print waste and sensitive documents from being printed without the user there to retrieve them. We save many thousands of sheets of paper monthly with this service, as reported through our monthly usage reports in Paper Cut.

The total is \$13,920.00 (one-year renewal) and the funding source is Local MIS Printing and Binding Budget 101092125300-55500.

*Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Operations: Accept Current and Projected Expenditure & Revenue Report – Quarter Ending September 30, 2022**

Submitted by Ms. Ann Alfano

§ 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.*

*Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

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**Operations: Accept Financial Report – September 30, 2022**

Submitted by Ms. Ann Alfano

The Financial Report ending September 30, 2022 was presented.

*Mr. Cane motioned to add this item to the Board’s Consent Agenda for the Regular Board Meeting in November. Motion carried unanimously.*

**Closing and Adjournment**

Ms. Sanders-Connolly motioned to adjourn at 7:30 PM, seconded by Ms. Parker. Motion carried unanimously.