

**REGULAR MEETING
EAST HARTFORD BOARD OF EDUCATION**

**MONDAY
AUGUST 23, 2021**

A Regular Meeting of the East Hartford Board of Education was held on Monday, August 23, 2021, in the Lecture Hall of the Connecticut IB Academy, 857 Forbes Street, East Hartford, CT.

The meeting was called to order at 7:03 PM by Chairman Bryan R. Hall.

PRESENT Chairman Bryan R. Hall, Secretary Tyron V. Harris, Harry Amadasun, Jr., Vanessa Jenkins, Marilyn Pet (Virtual), Dorese Roberts (Virtual), Tom Rup, Valerie Scheer, Stephanie Watkins

ABSENT

ALSO PRESENT Nathan Quesnel, Superintendent of Schools
Anne Marie Mancini, Deputy Superintendent of Secondary Curriculum
Elsie Torres, Assistant Superintendent of Elementary Curriculum
Chris Wethje, Director of Human Resources
Ben Whittaker, Chief Operations Officer
Dr. Sharon Bremner, Director of Pupil Personnel Services
Roberta J. Pratt, Chief Information Officer of Information Technology

AMENDMENTS TO AGENDA - None

APPROVAL OF MINUTES

MOTION By Tom Rup
Seconded by Harry Amadasun, Jr.
To approve the following Minutes: Special Board of Education Meeting: June 14, 2021, 7:01 PM
Motion unanimously carried.

APPROVAL OF MINUTES

MOTION By Tyron Harris
Seconded by Vanessa Jenkins
To approve the following Minutes: Special Board of Education Meeting: June 14, 2021, 9:01 PM
Motion unanimously carried.

WRITTEN COMMUNICATION TO THE BOARD OF EDUCATION - None

PUBLIC PARTICIPATION - None

INFORMATIONAL REPORTS

Human Resources/No Action Required

Chairman's Report

Chairman Hall greeted Board members, administration and the audience. Chairman Hall also welcomed back the faculty and staff today, the first day of Professional Development.

Chairman Hall began by publicly recognizing the challenge and opportunity of this unique moment of time with the return of all East Hartford students to In-Person Learning. It is important that the EHPS community knows that the Board and District respects the community's concerns, voices and perspectives on the matter of bringing all East Hartford students back to school.

Chairman Hall stated that as educators and elected Board Members, we will continue to closely heed the recommendations and requirements provided by the leading experts in the field to keep EHPS' students and staff safe. EHPS has carefully followed the guidance from the Center for Disease Control (CDC), the Connecticut State Department of Public Health (DPH) and the East Hartford Department of Public Health (EHDPH). EHPS will continue to follow this guidance.

Chairman Hall closed with acknowledging that by working together, supporting each other and putting students first, EHPS will continue to successfully navigate its way through the pandemic. As the official Board season begins, Chairman Hall acknowledged each of the Board Members for their work, support, care and guidance for the East Hartford Public School System.

Superintendent's Report

Nathan Quesnel

-Updates from the District:

- Back to School '22 Update
- District Convocation: 15 for 15
- COVID-19 Vaccination Mandate
- COVID Health Department Updates

-Dates to Remember:

- 8/25/21: First Day of School
- 9/06/21: Labor Day - No School
- 9/20/21: Next Board of Education Meeting
- 6/03/22: Last Day of School

District ReOpening Plan 2021/2022

Nathan Quesnel, Superintendent

Superintendent Quesnel presented *Back to School '22: Safe Return to Full In-Person Instruction*. Topics included were Health and Safety Strategies, Student Attendance, Academics and Instruction, Family and Student Engagement, and Staffing. Important health strategies included: mask wearing, social distancing, when applicable, vaccination, if eligible, and staying home when sick. The full detailed report can be found here: [Back to School '22](#).

District Improvement Plan

Nathan Quesnel, Superintendent

Superintendent Quesnel presented EHPS's District Improvement Plan (DIP). This plan is used by the Superintendent and Senior Leadership team to identify and describe major projects for annual completion. The District Improvement Plan is designed to capture comprehensive improvement projects, to follow through on the implementation and, to encourage continual revision. The District Improvement Plan is underpinned by the aspirational priorities of [Pride in 5](#). The outcomes are measured by an annual review of the District Report Card and supported by state and national standards.

Superintendent's Goals

Nathan Quesnel, Superintendent

Superintendent Quesnel shared with the East Hartford Board of Education his 2021-2022 goals set for the annual process. The Superintendent reviewed the assessment categories including the corresponding supporting action steps and, to-date progress/results and reflections. Assessment categories include:

- Educational Programs
- Professional Leadership and Personal Qualities
- Board-Superintendent Relations
- Community Relationships
- Business Matters

Fiscal Year 2021 Year End Financial Summary

Benjamin Whittaker, Chief Operations Officer

Mr. Whittaker gave a detailed year-end Financial Summary for Fiscal Year 2021. The overall conclusion is that FY21 ended favorably for the general budget. Budgetary savings were experienced in the areas of salaries, substitutes, overtime wages, copier/printer usage, transportation, supplies and utilities. It is important to note that due to the unique operating conditions in FY21, these areas should not be considered areas of sustained savings going forward.

Mr. Whittaker reported that Special Education tuitions were 73% over the FY21 budget and the Magnet Cap Grant was fully funded by the State in the amount of \$1,658,635 in May 2021. Total savings exceeded expense line item overages and revenue shortfalls, enabling the District to execute several financial maneuvers to strengthen its overall financial position. These moves bring the Capital Reserve Fund balance to \$3,067,163, the most in recent history. The OPEB expense was fully funded and resulted in a \$114k budgeted expense for FY22. Lastly, \$125,000 was transferred to the Town's Property and Liability account to cover future legal obligations, if necessary.

Looking forward to FY22, most of the line items that were under budget in FY21 are forecasted to return to budgeted levels for FY22, assuming normalized operating conditions for the duration of the year. The budget for SPED services was increased for FY22 but FY21 has shown that cost increases may be drastic. Controls will be put in place this year to provide more details analysis and tracking, but without systemic changes to the way SPED services are approached in Connecticut, the budget will struggle to meet demand with up to a \$1M shortfall.

Update on RFP/ITB Administrative Awards in Accordance with Purchasing Policy–2nd Half FY 2021

Benjamin Whittaker, Chief Operations Officer

Mr. Whittaker explained that the RFP review process incorporates both qualitative and quantitative measures through which responses are evaluated and ranked by a three-person (minimum) team. Contracts are usually for (3) full fiscal years with (2) 1-year extension options. ITBs are typically awarded to the lowest cost responsible and responsive qualified bidder, however, the lowest bidder is always subject to a detailed reference checking process. EHPS has recently conducted Request for Proposals (RFP) or Invitation to Bid (ITB) processes to procure the products and services for the following:

- RFP# 1776-20 – Speech Language Pathologist Services
- ITB# 1781-21 – Dumpster Collection for Solid Waste and Recycling Hauling Service
- RFP# 1785-21 – Uniform Program for Custodial, Maintenance & Security Staff
- RFP# 1786-21 – Roof Repair Services

OLD BUSINESS - None

NEW BUSINESS

To Review and Approve Early Childhood Learning Center (ECLC) Arrival Bell Time Change

MOTION By Dorese Roberts (Virtual)
Seconded by Marilyn Pet (Virtual)
To approve Early Childhood Learning Center (ECLC) Arrival Bell Time Change
Motion unanimously carried.

To Review and Approve a Change to the District Calendar for P/SAT School Day High School

MOTION By Tom Rup
Seconded by Valerie Scheer
To approve a Change to the District Calendar for P/SAT School Day – High School
Motion unanimously carried.

Board Member Representative Reports - None

Questions and Concerns by Board Members - None

Topics for Future Agendas - None

Adjournment

MOTION By Tyron Harris
Seconded by Vanessa Jenkins
To adjourn the Regular Meeting of the Board (8:32 PM)
Motion unanimously carried.