

**MINUTES OF ACTION**

**DRAFT**

**PUBLIC MEETING OF THE PANEL FOR EDUCATIONAL POLICY**

**M.S. 131  
100 Hester Street  
Manhattan, NY 10002  
Wednesday, July 30, 2014**

**ROLL CALL:**

**Present:**

Hon. Fred Baptiste  
Hon. T. Elzora Cleveland  
Hon. Deborah Dillingham  
Hon. Norm Fruchter  
Hon. Vanessa Leung  
Hon. Lori Podvesker  
Hon. Robert Powell  
Hon. Robert Reffkin  
Hon. Laura Zingmond  
Hon. Miguelina Zorilla-Aristy  
Courtenaye Jackson-Chase, Secretary  
Dr. Dorita Gibson, Senior Deputy Chancellor

**Absent:**

Hon. Milady Baez  
Hon. Kamillah Payne-Hanks  
Hon. Roberto Soto-Carrión  
Carmen Fariña, Chancellor

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**Action was taken as indicated below:**

Secretary Courtenaye Jackson-Chase called roll at 6:00 pm. All Panel Members were present except the following Panel Members: Milady Baez, Kamillah Payne-Hanks and Robert Soto-Carrión. Panel Member Robert Powell arrived during the annual estimate of the total sum of money necessary to support DOE operations portion of the meeting.

1. Approval of July 16, 2014 Panel Meeting Minutes of Action—Motion to adopt the minutes of action from the July 16, 2014 Panel meeting was made by Panel Member Cleveland. Panel Member Fruchter seconded the motion. Panel Chair Leung called for a vote. The July 16, 2014 Minutes of Action were approved unanimously.

The minutes are available via link to the [Panel for Educational Policy Website](#).

2. Chancellor’s Update— Senior Deputy Chancellor Dr. Dorita Gibson served as interim Chancellor on behalf of Chancellor Carmen Fariña. Senior Deputy Chancellor Gibson did not have any updates on the Chancellor’s behalf. Panel Chair Leung called for the public comment portion of the meeting after the vote of the annual estimate portion of the meeting.
3. Approval of the Annual Estimate of the Total Sum of Money Necessary to Support DOE Operations — Panel Member Podvesker made a motion to adopt the resolution regarding the annual estimate of the total sum of money necessary to support DOE operations. Panel Member Fruchter seconded the motion. Following public comment, Chief Financial Officer Raymond Orlando presented on the estimated budget.
4. Approval of Contracts—Panel Member Fred Baptiste presented the Contracts Committee recommendations to the Panel. The Contracts Committee met on July 28, 2014. The Committee unanimously recommended the approval of items 1-5. Before motioning to adopt the resolutions, Executive Director, Division of Contracts and Purchasing, David Ross read text into the minutes. The text read as follows:

To be read into the minutes of the July 30, 2014 Panel for Educational Policy meeting by David Ross, Executive Director, Division of Contracts and Purchasing:

A change has been made to item #4 of this month’s agenda; the contract is for Universal Pre-Kindergarten services. The agenda indicated the amounts for several vendors were to be determined. The agenda was then updated and re-posted to reflect the correct amounts for each vendor.

A change has been made to the annual amount in item #9 of this month’s agenda, the contract for general construction services. For Geomatrix Services, the agenda indicated \$7,917,300. The correct amount is \$3,750,300 as reflected in the RA.

A change has been made to the annual amount in item #11 of this month’s agenda, the contract for fresh milk and dairy products. The agenda indicated \$24,710,732. The correct amount is \$24,622,544 as reflected in the header of the RA. It is also noted that the Purpose paragraph of the RA has the incorrect amount of \$24, 710,732 and it too should read \$24,622,544. Previous UPK contracts approved by the Panel that require changes due to name corrections and start-up costs that were inadvertently excluded from the agenda.

Panel	Solicitation	Vendor	Action	Original	Change
May	RFP	Baybee's Lounge	Add Start Up	No Start Up Cost	Start Up Cost (Furniture): \$2,018
May	RFP	Concourse House HDFC	Name Change	Fordham Bedford Housing Corporation	Concourse House HDFC
May	RFP	Kathy's Day Care	Name Change	Kathy's Day Care	Kathy Diaz Day Care
May	RFP	Bev's Kiddie Day Care, Inc.	Rate Change	Cost Per Student: <b>\$9,150</b>	Cost Per Student: <b>\$9,250</b>
May	RFP	The Joan Ganz Cooney Early Learning Center	Seat Change	36 FD Seats	54 FD Seats

May	RFP	Kreative Kare Day Care Center	Name Change	BUILDING BLOCKS PRESCHOOL	Kreative Kare Day Care Center
May	RFP	Kiddie Academy of Whitestone	Rate Change	Cost Per Student: <b>\$9,340</b>	Cost Per Student: <b>\$9,360</b>
June	RFP	Conselyea Street	Add Start Up	No Start Up Cost	Start Up Cost (Materials): \$42,146

Panel Member Fred Baptiste motioned to adopt items 1-25 into five resolutions. Panel Member Zingmond motioned to adopt the five resolutions. Panel Member Podvesker seconded the motion. The Panel voted on the contract items, which were approved as follows:

1. *Resolution 1: Items 4 & 8 was approved 9-0 with one recusal (yay: Baptiste, Cleveland, Dillingham, Fruchter, Podvesker, Powell, Reffkin, Zingmond and Zorrilla-Aristy; recused: Leung)*
2. *Resolution 2: Item 11 was approved unanimously*
3. *Resolution 3: Item 12 was approved unanimously*
4. *Resolution 4: Items 1-3, 5-7, 9 & 10 was approved unanimously*
5. *Resolution 5: Items 13-16 and 18-25 was approved 9-0 with one recusal (yay: Baptiste, Cleveland, Dillingham, Fruchter, Leung, Podvesker, Powell, Reffkin and Zorrilla-Aristy; recused: Zingmond).*

Resolutions are available via link to the [Panel for Educational Policy Website](#).

The meeting adjourned at approximately 6:30 p.m.

A recording of the meeting is available [here](#).