



NEW HAVEN PUBLIC SCHOOLS

**New Haven Board of Education
Governance Committee
Special Meeting**

September 9, 2019

**4:30 p.m.
Celentano School Library
400 Canner Street
New Haven, CT**

MINUTES

Attendance: Dr. Tamiko Jackson-McArthur, Chair; Mr. Matthew Wilcox, Ms. Nijija- Ife Waters, Ms. Typhanie Jackson, Ms. Patricia DeMaio, Mr. Brian Zahn

1. Dr. Jackson called the meeting to order at 4:36 p.m.
2. Minutes, Special Meeting, September 9, 2019 were approved by consensus.
3. Meeting Schedule: The committee discussed changing the meeting time and location. It was recommended that the committee meet on the same scheduled day as Finance & Operations Committee, on the first and third Mondays, but at 5:30 p.m., in Central Office. The committee also discussed posting policies on the website for first reading. Dr. Jackson-McArthur noted that the agenda will remain the same from meeting to meeting until policies or projects are complete. She also requested that Magnet School Update remain on the agenda.
4. Food Allergy Curriculum: Members discussed the need for creation of a standard procedure across the district for the implementation of curriculum, in terms of safety and awareness. Members discussed methods for identifying students who have food allergies, including the possibility of using wrist bands or using classroom bulletin boards to identify student needs. Further discussion ensued about the need to update the Food Allergy Policy. Committee members concurred on the following action steps: 1) explore ways to increase communication between nursing and food service; 2) explore ways to identify students with food allergies, including wrist band and/or photo; 3) Clarify and communicate a district wide curriculum that is implemented in classrooms and in after school programs; 4) Update the policy; 5) Develop checks and balances to monitor policy implementation, including additional communication, standard lunch room and standard after school program procedures;. 6) Develop an emergency quick reference guide. Dr. Jackson-McArthur recommended having draft procedures for the next meeting.
5. Review required policy completion: Dr. Jackson- McArthur asked Ms. Jackson for a list of required policies and an update on status.

6. Code of conduct update: Dr. Jackson-McArthur requested an update for the next meeting
7. Adjournment: the meeting was adjourned at 5:30 p.m.