



NEW HAVEN PUBLIC SCHOOLS

Minutes

New Haven Public Schools Head Start
Board of Education Subcommittee Meeting

Date: Thursday, January 16, 2020
Time: 5:00 p.m.
Location: Gateway Building
54 Meadow Street-Conference Room 3B
New Haven, CT 06519

Attendees: Dr. Iline Tracey, Interim Superintendent of Schools
Keisha Redd- Hannans, Assistant Superintendent of Schools
Mary Derwin, Administrator Early Learning Department
Pamela Augustine-Jefferson, Director of Early Learning Programs
Darnell Goldson, Board of Education President, Head Start Subcommittee Member
Matthew Wilcox, Board of Education member, Head Start Subcommittee Chairperson
Elizabeth Gaffney, Head Start Director

Start Time: 5:00 p.m.

I. Announcements

Notification received December 9, 2019, Grant 01CH010905, continuation of 5 year grant, Year 2

- Same funding and enrollment as Year 1
 - Program Operations-\$ 5,676,564
 - Training &TA \$ 66,934
 - Total \$ 5,743,498 Funded enrollment- 531 students
- Notification NHPS Head Start Program has satisfied the corrective action regarding child guidance, active supervision and safe transportation
- Notification of non-compliance for failure to secure a mental health provider for the program
- Liz Gaffney was accepted into PMFO New Director Mentee Initiative, will attend professional development at UCLA from March 3-5 , 2020

II. Approval of Minutes

- Minutes from subcommittee meeting held on Tuesday, December 10, 2019, approved with correction of calendar meeting dates to reflect the third Thursday of each month
- Minutes will be posted to the website for public view
- Calendar of meeting dates will be posted following Board approval from January through December 2020
- Copies will be prepared for Board of Education meeting packets on January 23, 2020

III. Policy Council Report

- Regular Policy Council representation at monthly subcommittee meetings was encouraged to increase communication between both groups
- Policy Council report will be a regular standing agenda item
 - Mr. Blue shared his experience and learnings from the Gateway Symposium on parent engagement
 - Importance of parent to parent communication to boost involvement
 - Power of home visiting and positive impact on graduation rates
 - Will be attending National Head Start Conference in Arizona

IV. Non-Compliance; Mental Health Contract

- During the recent monitoring event, as a result of failure to secure a mental health contract during the past year, the Head Start Program was issued a non-compliance
- 1302.45 (a)(2) Child mental health and social and emotional well-being- A program must secure mental health consultation services on a schedule of sufficient and consistent frequency to ensure a mental health consultant is available to partner with staff and families in a timely and effective manner
- The program has 120 days to rectify- satisfaction due date: May 12, 2020
- Quotations for services have been requested from the following agencies
 - Clifford Beers
 - Cornell Scott Hill Health Center
 - Yale Child Study Center
 - Stakeholder input will be sought from Policy Council
 - Selection process will be shared with Policy Council and a special meeting will be held if necessary

V. Monthly Financial Statement

- The December financial statement was submitted
- Carryover budget of \$448,448 from grant #-01CH010905-02-00 and justification was explained
 - Transportation-car seats and bus tracking
 - Technology- laptops, student computers, printers and smart boards
 - Health and Safety- social emotional learning curriculum and health equipment
 - Site support- teaching supplies, play materials and field trips
 - Training and technical assistance
 - Recruitment and advertising
 - Family and parent development
 - Kindergarten transition
 - Professional growth, education opportunities and personal development
 - Travel to Head Start Conferences
- Carryover budget will be presented at the Finance and Operations meeting on January 21, 2020 and will go for board approval on January 27, 2020

VII. Topics for Future Discussion/Agenda Items

- Internal communication regarding students with life threatening allergies; use of PowerSchool
- Relationship of Head Start with school nursing staff- Jennifer Vasquez
- Universal preschool registration
- Need for mental health provider/process for selection noted as a concern
- Outreach
- Online registration for Kindergarten- Mayo building
- Movement of the registration facility-centralized location for all funding sources
- Summer School- Expansion Grant
- Focus One Monitoring Event-opportunity for grantee to discuss the program design, management, and governance structure. Goal is to garner a clear understanding of the program's services to children and families. This is a phone/HSES review-no on-site visit. Contact has been made from Regional Office.

Document review:

- Grant Application
- Program Information/Report data
- Community Assessment

- Past monitoring data
- Self-assessment data
- Annual Report
- Audits

Meeting adjourned at 6:38 p.m.

Next meeting to be held in February 20, 2020