



NEW HAVEN PUBLIC SCHOOLS

Minutes  
New Haven Public Schools Head Start  
Board of Education Subcommittee Meeting

**Date:** Thursday, September 18, 2020  
**Time:** 5:00 p.m.  
**Location:** Virtual meeting  
 Zoom-# 898-1017-3279

**Attendees:**  
 Pamela Augustine-Jefferson, Director of Early Learning Programs  
 Matthew Wilcox, Board of Education member, Head Start Subcommittee Chairperson  
 Elizabeth Gaffney, Head Start Director  
 Monique Brunson, Principal, Dr. Reginald Mayo Early Learning School

The meeting was called to order at 5:05 p.m.

I. Introductions/Announcements/Approval of Minutes

- August 20, 2020 Sub-committee Meeting minutes were unanimously accepted

II. Enrollment Report  
 As of September 11, 2020

Report by Esther R. Pearson-Pinckney, Social Service Coordinator  
**Enrollment: 14 to a classroom model**

Head Start Sites	Enrollment COVID-19	Current Enrollment COVID-19	Eligible COVID-19	Vacancy COVID-19	Waitlist
<b>Dr. Mayo School</b>	308	157	43	108	30
<b>Fair Haven</b>	28	11	4	13	7
<b>Jepson</b>	7	2	4	1	2
<b>Lincoln Bassett</b>	14	9	3	2	1
<b>Martinez</b>	42	19	13	10	10
<b>Truman</b>	42	17	9	16	12
<b>Total</b>	<b>441</b>	<b>215</b>	<b>68</b>	<b>150</b>	<b>58</b>

**Enrollment: 10 to a classroom model**

Head Start Sites	Enrollment COVID-19	Current Enrollment COVID-19	Eligible COVID-19	Vacancy COVID-19	Waitlist
<b>Dr. Mayo School</b>	220	157	43	20	30
<b>Fair Haven</b>	20	11	4	4	7
<b>Jepson</b>	5	2	4	0	2



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<b>Lincoln Bassett</b>	10	9	1	0	1
<b>Martinez</b>	30	19	11	0	10
<b>Truman</b>	30	17	9	4	12
<b>Total</b>	<b>315</b>	<b>215</b>	<b>72</b>	<b>28</b>	<b>58</b>

- III. Policy Council Report-none given
- IV. Deficiency: Active Supervision
  - October 8, 2020 Review Date
  - Mr. Wilcox will attend with leadership team
  - Virtual meeting
  - Draft action plan was reviewed
- V. COVID-19 One Time Funds
  - MERF 13 have been installed at Mayo
  - District contracting with engineer firm to look at mechanics of buildings
  - Possible use: extra bus monitors
- VI. ChildPlus Database
  - Leadership training took place the week of July 26, 2020
  - Teacher and Family Service Worker training scheduled for week of August 31, 2020
- VII. Finance: no report generated
  - Discussion on program fiscal officer that has been named. Awaiting her acceptance of position.
  - MUNIS system is currently down and unable to generate reports
- VIII. Health: Area of Non-compliance
  - Generated from Focus Area 1 review
  - 16 children in program with overdue physicals but the school closing due to covid-19 played a role in the physicals not being completed.
  - Hearing and vision screenings were not completed on all children
  - Health specialist will be writing an action plan and timeline for completion of screenings for the 2020-2021 school year
  - December 1, 2020 is the virtual review with Region One Office
  - Pamela Augustine-Jefferson is meeting with Jenn Vazquez to discuss nursing support of Head Start children when they return in November.



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Next meeting: October 15, 2020

The meeting was adjourned at 5:39 p.m.