



NEW HAVEN PUBLIC SCHOOLS
Head Start Board of Education Subcommittee Meeting
Minutes

Date: Thursday, October 20, 2022
Time: 5:00 p.m.-6:00p.m.
Location: Virtual meeting
Meeting ID: 961 466 2454 Passcode: uKRC3F

Attendees: Mary Derwin, Director Head Start
Matthew Wilcox, Board of Education Head Start
Pamela Augustine Jefferson, Director of Early Learning

Call to Order-The meeting was called to order at 5:00 p.m.

Introductions /Announcements

- Head Start at 74% enrollment as of October 20, 2022
- Community Early Childhood programs at 70% enrollment
- MOU for bilingual part-time staff to become FT Assistants with support passing ParaPro being written by Shipman and Goodman
- Reimbursement for ParaPro and Fingerprinting will be completed monthly

Review and approval of August 24, 2022, Subcommittee Meeting Minutes

Enrollment Data and Staffing

- Enrollment Report-399 students, 49 pending health review, 132 vacancies
Slots available: Mayo 113, Fair Haven 1, Jepson 0, Lincoln Bassett 8, Martinez 5, Truman 5
- Enrollment at 74%- will be at 84% when files pending review are cleared
- Three open positions for certified teaching staff at Dr. R. Mayo School- classrooms closed
- Two full time teaching assistants recently hired- two vacancies at satellite sites
- Will have to add more students to each classroom at Mayo if additional teachers are not hired and classrooms opened- class maximum 20
- Must meet fully funded enrollment by January 1, 2023
- Need to use community assessment to determine if we continue at Lincoln Bassett or look to add classroom in the Hill or Fair Haven- discussion prior to end of school year
- Vacancy-LPN for satellite sites- prefer bilingual candidate
- Cornell Scott Health Center- last year of full funding- should this be supported in future



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Safety/Health

- Safety- mandated report made at Mayo –did not meet the criteria of DCF for abuse/neglect
- Safety focus of OHS- new reporting guidelines
- Playground Improvements-Lincoln Bassett, Truman, and Fair Haven approved
Requesting meeting with Frank Fanelli, ABM Director of Project Management
Fencing needs to be added to the areas – change orders w/ O’Brien
- Building cleanliness and repairs creating health and safety concerns at Fair Haven
- Mr. Wilcox will follow up in three weeks

Finance

- Review Statement of Accounts
- State Grant revision completed- includes parent engagement, field trips, and outdoor learning materials
- COLA and Quality Improvement received
- Carry-over application due November 30, 2022- will generate spending plan to include PT help, summer school
- Discussion of incentivizing staff- promotional appointments, bonuses, and reimbursement for coursework and establishment of cohorts
- Mr. Wilcox stated bonuses are not likely viable opportunity- unions will not support due to equity issues (that is why Covid bonuses went to all FT employees and there are no NHPS signing bonuses)
- Mr. Wilcox thought the educational incentive was positive-will be surveying staff interest in Associates, Bachelors, Masters, and reimbursement for coursework

Adjournment – the meeting was adjourned at 5:58 p.m.