

**Head Start Board of Education Subcommittee Meeting
Minutes**

Date: Thursday, February 16, 2023

Virtual meeting held via Zoom:

<https://us02web.zoom.us/j/9614662454?pwd=eU5XazBlb2VZUUIxYVFNVXN3UFF4dz09>

Meeting ID: 961 466 2454 Passcode: uKRC3F

Attendees: Matt Wilcox, Chairperson

Mary Derwin, Head Start Supervisor

Pamela Augustine Jefferson, Director of Early Learning

Call to Order

The Head Start Board of Education Subcommittee Meeting was called to order at 5:03 p.m.

Introductions /Announcements

Invitation to participate in Fair Haven Day festivities and parade made by Alder Sarah Miller.

We are planning for ten summer school classrooms, although the district has made no announcements as to the summer programming sites.

Review and approval of January 19, 2023, Subcommittee Meeting Minutes-The minutes were accepted without amendment.

Student Enrollment Report:

Total- 465 students 88% of funded enrollment

<i>Site</i>	Funded	Seated	Enrollment Process
<i>Dr. Mayo School</i>	374	299	11
<i>Fair Haven</i>	30	27	2
<i>Jepson 50/50</i>	8	8	0
<i>Lincoln Bassett</i>	17	16	0
<i>Martinez</i>	51	50	1
<i>Truman</i>	51	51	0
Total	531	451	14

Mr. Wilcox inquired if there will be a reduction in allotted slots.

Notice to apply for 2023-2024 grant remained at 531 students when received.



NEW HAVEN PUBLIC SCHOOLS

The program has notified Assistant Superintendent Hannans that we would be open to new classroom spaces in the Hill or Fair Haven -where the need is the greatest.

Policy Council Meeting –

January meeting had 23 family participants- two interested in becoming officers

Elections will be held on February 27, 2023

Parents voted for masking mandate survey to be completed

OHS Focus

- Enrollment- flagged by OHS
March 1st- letters will go out to under enrolled programs with grant funding reduction based on enrollment
- CLASS-
No in person CLASS Assessment this school year, 260 programs were randomly selected and notified
Possibility it will take place in the fall of 23-24 SY

Updates:

- Facilities
Need fencing, outdoor play area quotations to meet federal deadlines and expiring COVID funding
Mr. Wilcox suggested following up with Tom Lamb to help expedite
Mr. Wilcox will follow up at facilities/project management meeting
Mr. Wilcox was made aware of lack of heat during cold snap at Truman and water damage at Fair Haven
- Staffing
Mayo certified teacher starting February 6, 2023
Vacancies: One certified teacher
Two FT Teaching Assistants

Finance

- Review Statements-Mr. Wilcox requested payroll encumbrances projecting school year end totals.
- COVID funds expire in March, April and June. Low cost extensions can be applied for.
- Carry-over Funds-Abstract for carry over will be presented at F&O on February 21, 2023.

Adjournment

Mr. Wilcox asked that families be notified of food distribution sites during April break. He also mentioned to work of the New Haven chapter of Witness to Hunger.

The meeting was adjourned at 6:11 p.m.