



NEW HAVEN PUBLIC SCHOOLS

Minutes

New Haven Public Schools Head Start Board of Education Subcommittee Meeting

Date: Thursday December 16, 2021
Time: 5:02 p.m.
Location: Virtual meeting
Zoom-# 961 466 2454

Attendees: Mary Derwin, Head Start Supervisor
Pam Augustine-Jefferson, Director, NHPS Early Learning Department
Matthew Wilcox, Board of Education member, Head Start Subcommittee Chairperson

I. Announcements

- Three program-wide meetings were held to notify staff of Head Start new performance standards-masking policy effective November 30, 2021, and vaccination policy that will go into effect, January 1, 2022 (official policy has been published)
- Staff will attend webinar regarding policy and will be compensated for their time
- Four classrooms remain closed, staffing and absences problematic
- BOE approval of calendar to hold meetings third Thursday of each month in 2022
- Will consider expanding meetings to include all early childhood funding sources in the spring

II. Approval of Minutes

- Minutes from subcommittee meeting held on Thursday, November 18, 2021, were approved

III. Policy Council Report

- Policy Council meeting was held December 14, 2021, in Fair Haven Public Library in-person and remotely
- 28 individuals attended, reflecting representation from all sites
- Families will be surveyed for interest in serving as officers, suggestion made to incentivize officers with laptops or IPADs
- Program-wide goals and school readiness goals were presented
- T & TA will support with on-boarding and required trainings on governance and budgeting
- Next month ERSEA system for determining eligibility and student outcomes will be presented
- Unanimous vote of approval to apply for permission to carry over Basic and COVID funds to next fiscal year
- Families expressed desires for children- more field trips, mathematics, interactive learning for special needs students, exposure to foreign languages, health and hygiene lessons, family functions and events, sign language
- Families expressed desires for adults- computer classes, sign language, conversational English classes, parenting classes, teaching strategies to support learning at home
- Will coordinate services with Adult Education, Gateway, and SCSU

IV. Enrollment Report

- Enrollment and registration events continue with slow progress reflecting current trend in Region 1- directors' meeting held to share incentives, recruitment and retention strategies among programs
- Open slots are available for students at all sites
- Current enrollment is 348 with 115 slots remaining open in staffed classrooms, the majority are located at the Dr. Mayo site
- Currently we have 53 child files that are pending enrollment but do not contain all necessary documentation to date

V. Financial Reporting/Grant Review

- The monthly financial statement was submitted and reviewed
- Meeting to be held with facilities and Mr. Lamb regarding playground improvements and timelines for expenditures on December 17, 2021
- Basic carryover-\$1,219,773 need budget development and timeline for spending, ideas generated- will finalize after meeting with facilities and will seek full BOE approval for application
 - Professional Development
 - Assessment
 - Universal Screeners
 - Enrollment and Outreach, advertisement and physical spaces, van, rental
 - Facilities improvement/renovation at Celentano
 - Furniture and fixtures at Celentano
 - Outreach- focus on employing staff
 - Technology upgrades
 - Classroom and school libraries-culturally relevant and authentic-Kim Rodgers may help with collection selection
 - Continuation with outdoor classroom and learning
 - Parent and Family Development- collaborate with Gemma Joseph Lumpkin

VI. Health Reporting

- Four classrooms temporarily closed at Mayo for quarantine period due to COVID exposures
- Cornell Scott school-based health clinic plan contract was approved by BOE, site meeting at Mayo on December 17, 2021, with Sara Keiling, new contact person

VII. Focus Area Two Review

- Shared documents and review are being developed for team to collaboratively prepare for review- ERSEA, Education, and Management have presented evidence
- Mental Health Consultant will be trained to input her data regarding support services

Meeting adjourned at 5:49 p.m.

Next meeting to be held on January 27, 2022

