



## NEW HAVEN PUBLIC SCHOOLS

### Connecticut

**Food Service Task Force Committee  
Regular Meeting Minutes  
Wednesday, June 12, 2024  
Meeting held via Zoom**

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**I. Call to Order:** The meeting was called to order at 4:00PM by Dr. Orlando Yarborough.

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**Attendees:** Dr. Orlando Yarborough (Chair), Mr. Matt Wilcox (Vice-Chair), Dr. Michael Finley, Mr. Baron Young, Ms. Jennifer Punzo, Mr. Mike Degen, Ms. Susan Harris, Ms. Maria Karas, Ms. Salina Manning, Ms. Nijija-lfe Waters

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**II. Introductions  
And  
Announcements:** Dr. Orlando Yarborough introduced himself. Afterwards, members and attendees introduced themselves. There were no announcements.

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**III. Food Service  
Update:** Food Service is in the process of securing bids, improving food options for the 2024-2025 school year, and continues to work diligently in the improvement of staff morale. Summer food distribution sites will be open from June 24, 2024-August 16, 2024 at various locations.

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**IV. Food Allergy  
Plan Review** The review for the Food Allergy Plan, as well as the Food Policy, will be reviewed during the July meeting. The plan is being reviewed during the July meeting in preparation for it to be presented to the BOE in August, as per the food allergy policy. The purpose of this requirement in the policy is to make sure that staff review the plans each summer to be ready for the new school year with improvements. A discussion ensued and included the following:

- a. Implementation of a feedback loop for parents to give information
- b. Developing enhanced communication and improving coordination efforts between school nurses and all other school staff, including food service, who interact with students who have food allergies
- c. Ensuring the Individual Health Care Plan is created by nurses and followed by food service and all staff
- d. Guaranteeing that when parents fill out the medical forms in the orientation packet, the medical information is entered by the nursing staff, stored, and shared with food service and all other staff
- e. Providing better alternative food options for children with food allergies
- f. Establishing separate dining areas for children with food allergies



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**V. Update on Plan for Expanding Access to Locally-Grown Healthy, Sustainable Food, Decreasing Packaging Waste, and Increasing Opportunities For Food Donation, Food Rescue, and Composting**

An overall presentation and documentation were presented at the last full Board of Education meeting. There are no new updates at this time.

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**VI. Updates from School Break Groceries**

Summer Meals Flyers were distributed at the Freddy Fixer Parade and signage has been posted throughout the city of New Haven. The United Way is promoting summer meals via their website and social media accounts. Yale has agreed to donate \$12,000.00 annually to Loaves and Fishes to continue the food distributions during the school breaks. Mr. Degen aspires to secure more funding via grants in the future. Mr. Degen is working with Mr. Danny Diaz and the Youth, Family, and Community Department respectively to ensure that communication reaches families and, in an effort, to identify families who have food insecurities.

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**VII: Other Business:**

There was no other business at this time.

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**NEXT MEETING:**

The next meeting is scheduled for Wednesday, July 10, 2024. Agenda items are due to Chair (Dr. Orlando Yarborough, III) and Vice-Chair (Matt Wilcox) by 10:00 a.m. on Wednesday, July 3, 2024.

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**Adjournment:**

On the Motion by Dr. Orlando Yarborough to adjourn at 4:37PM.

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Respectfully Submitted,

*Cheryl Myers*

Cheryl Myers  
Central Kitchen  
Account Clerk IV