



NEW HAVEN PUBLIC SCHOOLS

Head Start Board of Education Subcommittee Meeting Agenda

Thursday, January 18, 2023, 5:00-6:00 p.m.

Date: Thursday, January 18, 2023, 5:00-6:00 p.m.

Location: Virtual meeting via Zoom

Meeting ID: 838 510 3130

Attendees: Mary Derwin, Director Head Start

Matthew Wilcox, Board of Education Head Start Chair

Vanessa Diaz Valencia, Director Early Learning

Carolyn Havrda, Asst. Director Early Learning

Monique Brunson, Principal

Kauaneekee Hernandez, Asst, Director Head Start

Yesenia Rivera, Board of Education President

Dr. Madeline Negrón, Superintendent of Schools

Call to Order

The meeting was called to order at 5:06 p.m.

Introductions /Announcements

Dr. Negrón gave a presentation of Early Childhood department re-organization and outlined the role of Ms. Havrda in the department and her work with all preschool programs around curriculum and instruction.

Restructuring of Early Learning Department

- Reduction in School Readiness slots by State of CT Office of Early Childhood
- Proposed Head Start sites/classrooms
- Reduction in Head Start slots to reach fully funded enrollment by October 7, 2024
- Proposed Head Start Organizational Chart
- Role of Assistant Director of Early Learning

Link to presentation-

https://drive.google.com/drive/folders/1vXGnFE-W652x2Muuk7qeJ7-Jwg03_7pL?usp=drive_link

Review and approval of meeting minutes

The meeting minutes from the December, 2023, Subcommittee Meeting were approved without amendments.

Student Data

- Enrollment Report



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1. Student Data

- Enrollment Report: Total Enrollment: 404 Vacancies: 127 Percentage: 76%

| | Current Enrollment | Percentage | Funded Capacity | Vacancies |
|-----------------|--------------------|------------|-----------------|-----------|
| Mayo | 263 | 70% | 376 | 113 |
| Fair Haven | 30 | 100% | 30 | 0 |
| Lincoln Bassett | 17 | 100% | 17 | 0 |
| Martinez | 53 | 98% | 54 | 1 |
| Truman | 41 | 76% | 54 | 13 |

- Outreach

Outreach has been done to 37 McKinney Vento families in collaboration with Danny Diaz and staff. 7 students are enrolled and others were offered applications and assistance completing.

Policy Council Meeting

- The meeting was held on December 19 with very low attendance.
- The next meeting will be held January 30, 2024.
- ERSEA Training will take place and Benchmark outcomes will be shared.

OHS Focus

- Under-enrollment plan-18-month monitoring- Staff have been attending a three-part Head Start series on enrollment, and have monthly check-ins with Gladys Rivera, T&TA.
- Staff attended training on working with Homeless Families.
- Upcoming January 31, Feb. 1st - COPA training for FSWs and Health.

Updates:

- Carry-over monies not yet received but have written commitment to receiving them at the end of next week—around the 26th.
- Shine- expanded scope to include work with Health Team and Family Advocates
- Staffing-Due to reduction in workforce in School Readiness classrooms Head Start will lose a lead teacher, K.M. at John Martinez and gain another displaced Lead Teacher.
- New Federal Poverty guidelines have been posted as of January 19, 2024.

Finance

- The Munis account statements were reviewed. The majority of unencumbered funds were related to payroll and transportation.
- Mr. Wilcox requested more encumbrances in future reports for better ability to forecast.

Adjournment

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



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