



NEW HAVEN PUBLIC SCHOOLS

Head Start Board of Education Subcommittee Meeting
Minutes

Date: Thursday, April 25, 2024

Time: 4:00-5:00 p.m.

Location: Virtual meeting via Zoom

Meeting ID: 838 510 3130

Attendees: Mary Derwin, Director Head Start

Matthew Wilcox, BOE Head Start Chairperson

Vanessa Diaz Valencia, Director Early Learning

Call to Order

The meeting was called to order at 4:05 p.m.

Introductions /Announcements

The competitive Head Start Grant award has not been received.

The Program Specialist anticipates the awards in our service area by May 8, 2024.

Review and approval of March 21, 2024, Subcommittee Meeting Minutes

The Subcommittee Meeting Minutes from March 21, 2024, were approved without any suggested changes.

Student Data

- Enrollment Report

	Current Enrollment	Enrollment Percentage	Funded / Capacity	Vacancy
<u>ALL / Grantee</u>	450	84.75%	531	81
<u>New Haven Schools</u>	450	84.75%	531	81
<u>Dr. Mayo</u>	303	79.95%	379	76
<u>Fair Haven</u>	29	96.67%	30	1
<u>Lincoln Bassett</u>	17	100.00%	17	0
<u>Martinez</u>	53	98.15%	54	1
<u>Truman</u>	48	94.12%	51	3

OHS updates

- Mrs. Derwin and Ms. Diaz attended the National Head Start Conference in Portland, Oregon. They focused their sessions on ERSEA and Health.

- Mrs. Derwin attended the State Head Start meeting on Homelessness and the ECHO Housing Partnership. Once a Family and Community Engagement Specialist they will serve as the lead.
- Since the Grant award has not been received to date, our Program Specialist at OHS will look into the procedure for the program to follow
- CT Head Start Association meeting was held on April 30, 2024 at CREC. Focus was on State Level Community Assessment and Family Survey.

Program Updates:

- Staffing- Structural Changes
 - Centralized Enrollment—to begin in mid May for the 2024-2025 SY.
 - Teaching Staff- based upon union guidelines and seniority Lead Teachers and Assistant Teachers who have been replaced due to enrollment reductions, have been selecting their new schools based upon seniority and openings
 - Transfer of teaching team from Truman to Hill Central has been approved
- ERSEA Coordinator, Family Advocate and Family and Community Engagement- Positions need Superintendent and Union approval
- Policy request was made regarding bedbug procedures that go beyond just the facility aspect; to be inclusive of students and families, any exclusion, and to detail steps for staff to follow, as well as communication protocols-Mr. Wilcox will reach out to CABE for existing policies to serve as a model
- Movement to make this regular HS meeting a joint Early Childhood meeting- to represent all programs- still will be publicly posted and noticed to meet HSPPS. Ms. Diaz Valencia will write up a one-page draft description and submit request to Dr. Negrón

Finance

- Review Statements
- Pending Agreements
 - Mayo -Shade sails for playground will be going through F&O \$159,795.25
 - Martinez- Courtyard renovation- will be going through F&O
 - \$248,836.13

Adjournment

The meeting was adjourned at 5:10 p.m.