



NEW HAVEN PUBLIC SCHOOLS

Head Start Board of Education Subcommittee Meeting
Minutes

Thursday, February 15, 2024, 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

Monique Brunson, Principal

Call to Order

The meeting was called to order at 5:07 p.m.

Introductions /Announcements

The State of CT Office of Early Childhood has announced they will be automatically renewing/extending all State Head Start Grants for the 24-25SY. Guidance will be forthcoming. The state will be making major announcements regarding early childhood funding soon.

Review and approval of January 19, 2023, Subcommittee Meeting Minutes

The minutes were approved without any amendments.

Student Data

- Enrollment Report

	Current	Percentage	Capacity	Vacancy
Total	431	81.1%	531	100
Mayo	282	74.4%	379	97
Fair Haven	30	100%	30	0
Lincoln Bassett	17	100%	17	0
Martinez	53	98.15%	54	1
Truman	49	96.08%	51	2

Policy Council Meeting – The meeting will be held on Tuesday, February 27th. Eligibility and selection training will take place. Families will be allowed to make suggestions and changes.

OHS Focus

Enrollment Cohort

- The Head Start Enrollment committee continues to convene monthly and have check-ins with Gladys Rivera from OHS. The current emphasis has been on coordination with Mr. Diaz's office regarding McKinney Vento families.
- CLASS- All coaches will be certified in the 24-25 SY.

Professional Learning- Health and Safety Institute, Charleston

Attended by M. Derwin and V. Diaz-Valencia

Emphasis on documentation in real time on medical information

Updates:

Facilities

- Head Start is working with Mr. Fanelli to purchase and install shade sails for the playground, make improvements to the John Martinez courtyard, and improve safety and security provisions at the Observatory.
- An isolated bedbug sighting at Fair Haven has brought to light the need for creation of district policies and procedures related to such.

Staffing

- Currently there are three full-time assistant teaching vacancies- two at Martinez, one at Truman.
- School Readiness collapsed two classrooms due to lack of enrollment. One Lead Teacher will be transferred to Martinez. The Lead Teacher will be bumped and reduced to a FT Teaching Assistant. Her pay rate will be adjusted accordingly.

Finance

- Review Statements- statements for all funds were posted
- Carry-over Funds- Carry -over funds were received on February 5, 2024. The program is actively trying to spend down the funds within the business office timelines.

Adjournment

The meeting was adjourned at 6:03 p.m.