



NEW HAVEN PUBLIC SCHOOLS
Connecticut

Food Service Committee
Regular Meeting Minutes
Wednesday July 14, 2021 via Zoom

I. Call to Order: The meeting called to order at 5:15 p.m. by Mr. Conaway.

Attendance: Mr. Larry Conaway, Chair, Mr. Matthew Wilcox Vice-Chair
Ms. Gail Sharry, Ms. Susan Harris, Mr. Thomas Lamb, Mr. Billy Bromage,
Mrs. Joanne Wilcox, Ms. Claudette Kidd, Ms. Waters.

II. Introductions and Announcements: Mr. Conaway begins the meeting by stating at the Monday Board Meeting (held on July 12, 2021) the Governance Committee in collaboration with the Food Service Committee presented the Food Allergy Policy 5141.25, which was approved during roll call vote that evening. (Motion 137-21)

Mr. Wilcox adds to Mr. Conaway's comments regarding the recently passed policy, and wants to thank all the individuals who contributed for years to build the policy that passed on Monday. Mr. Conaway adds that he understands that Monday is the first step of the process and that the next phase is ensuring implementation throughout the District.

III. Life Threatening Allergy Advocacy Peer Group: Ms. Waters inquired on the status of the committee group, which Amadi Towe presented at the last meeting that will have a mixed with adults and students. Mr. Conaway states that the committee would start at the local school level, and then we need to follow up on that. Ms. Waters reiterates the need to have the policy enforced on the District and board level. Mr. Conaway and Wilcox state that the policy that was recently passed by the Board is for the whole district and in it there is language specific to reviewing and updating the policy yearly prior to the start of school.

Mr. Lamb states that any committee that looks to represent the entire district across 42 schools systems. That have different representation across different lines would be the first challenge to identify. Who would make up the committee to give us the representation that we need across the school district. Ms. Kidd asks do we know how many people we planned to have on the committee. Ms. Waters states students or staff that experience life threatening allergy challenges. Ms. Waters adds that she is happy to see a policy in place and that it has been a long time coming, and were late to addressing the issue.



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**IV. Update on
Food Allergy Plan
Timeline for
Completion:**

Ms. Sharry states that she has emailed the people that were on the committee and she recalls Typhanie Jackson being in charge, and that she is waiting for them to get the group together and go over the plan.

**V. Update on
Food Policies:**

Mr. Wilcox states that he and Michelle have met twice in the last month and gone through the exercise of going line by line through these policies, and I think we are getting very close. Soon we should be able to present to the group the first draft of the changes they are still going to be a couple question in certain areas regarding all the Food Related Policies Series 3000.

Mr. Conway states that he wants to be included in the next meeting they have when discussing the policies.

**VI. Food Service
During and After
Summer Program
Including Potential
Aug gap:**

Ms. Sharry states that currently the programs are running through August 20th 2021. School Begins August 30th. During the week gap Food Service is utilizing the time to train staff for 3 days, in comparison to last year it's a relative small gap.

The first week of summer meals approx. 2,000 were distributed. However, over the course of camps and other summer programs in the District it has increased to ~4,200-4,600.

Ms. Harris inquires about the Food Service Workers Job Posting, if there was a surplus of respondents. Gail states there were not many applicants. Mr. Lamb added if we could possibly provide the posting to Job Corp where they are able to provide those individuals with Food Service Training, which they will look into that organization or one similar.

Concerning fall due to the food and staff shortage, it is unlikely that staff can feed both students in the building while conducting a pickup area as well. The food is not really a shortage but more so, a deliver issue where manufacturers are stating they cannot guarantee that we will have the product choices as normal as the manufacturers are also short staffed. However, all the food orders for the year have been placed and we are stockpiling what we can.

**VII. Other
Business:**

Mr. Lamb recommends adding a topic of discussion of "Food Service Staffing" to the agenda for the August Meeting.



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Adjournment: **On the Motion by Mr. Conaway to adjourn at 6:15 p.m.**

Respectfully Submitted,

Salina Manning

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Executive Administrative Assistant