



## NEW HAVEN PUBLIC SCHOOLS

### NEW HAVEN BOARD OF EDUCATION FOOD SERVICE TASK FORCE

#### MINUTES

May 12, 2021

The regular meeting was held on Wednesday, May 12, 2021 via Zoom.

**Present:** Mr. Thomas Lamb, Mr. Larry Conaway, Mr. Matt Wilcox, Ms. Leslie Brown,  
Ms. Susan Harris, Ms. Maria Karas, Ms. Nijija-lfe Waters  
Staff: Ms. Gail Sharry

- I. **CALL TO ORDER:** The regular meeting of the Food Service Task Force was called to order at 5:01 p.m. by Mr. Larry Conaway.
- II. **INTRODUCTIONS and ANNOUNCEMENTS:** Mr. Conaway introduced himself and welcomed Mr. Thomas Lamb to the committee. Afterward, attendees and members of the committee took turns introducing themselves. Ms. Waters announced that her son would like to start a life-threatening allergy advocacy group with his peers. Mr. Conaway suggested that her son start with forming this group at his school and branching out from there. Mr. Conaway would like to hear his ideas and recommended including this line item on the June agenda.

**UPDATE of POLICIES 3542.33 AND 3542.42:** The policy subcommittee met, reviewed the current policies, and discussed ways to make changes to the Connecticut Association of Boards of Education (CABE) model food policies in ways that meet the needs of New Haven while maintaining all current state and federal guidelines. Review of these policies continue to be on-going and will stay on the agenda for future meetings. A discussion ensued about the District Food Allergy Management Plan. The subcommittee has made some adjustments to the current policy and language has been clarified to state the following:

- The District Food Allergy Plan shall be reviewed and updated annually, and any necessary changes in place, by August 1 of each year.
- The District's plan for managing students with life-threatening allergies shall be posted on the district's website and/or the website of each school within the district, noted in the student/parent handbook of each school, and the Board of Education notified.

- To define a formal process for identifying, managing, and ensuring continuity of care for students with life-threatening food allergies across all transitions (Pre-K-Grade 12), including all transitions within a school, field trips, any before/after school activities, and summer school programs.

The committee decided to review the current plan and, if no other changes are needed, send the plan to Governance for a First Read. Main concerns of the plan include:

- Making sure all allergy information is easily available to all appropriate departments including Food Services.
- Ensuring the plan is written in simple terms and clear language.
- Developing the plan so that it has well defined procedures to encourage accountability.

- III. UPDATE ON FOOD SERVICE DURING REMOTE LEARNING:** Approximately 900 curbside meals are distributed daily. The current school year will end on June 17, 2021. School meals distribution will end on June 18, 2021 for the 2020-2021 school year.
- IV. UPDATE ON FOOD SERVICE DURING IN-PERSON LEARNING INCLUDING STUDENTS with LIFE-THREATENING FOOD ALLERGIES:** Approximately 7,600 lunches and 6000 breakfasts are distributed daily. There are no other updates at this time.
- V. UPDATE ON LIFE-THREATENING ALLERGIES and ISSUES RELATED TO FOOD SERVICE:** There are no updates at this time. This agenda item is on-going and will be revisited on the agenda in future meetings.
- VI. DISCUSSION ON MARCH AGENDA ITEMS:** The June agenda will include the following:
- Life-Threatening Allergy Advocacy Peer Group
  - Update of Policies 3542.33 and 3542.42
  - Update on Life-Threatening Food Allergy Plan
  - Food Service During Summer Programs

Food Service Task Force members and guests will email any additional requests for the June meeting to the Chair (Mr. Larry Conaway) and Co-Chair (Mr. Matt Wilcox).

**NEXT MEETING:** The next meeting is scheduled for Wednesday, June 9, 2021 at 5:00 p. m. via Zoom. Agenda items are due to the Chair (Mr. Larry Conaway) and Co-Chair (Mr. Matt Wilcox) by 10:00 a.m. on Thursday, June 3, 2021.

- VII. ADJOURNMENT:** The meeting was adjourned at 5:56 p.m. by Mr. Larry Conaway.