



## NEW HAVEN PUBLIC SCHOOLS

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

#### MINUTES

October 15, 2020

The regular meeting was held on Thursday, October 15, via Zoom.

**Present:** Mr. Larry Conaway, Ms. Susan Harris, Ms. Kimberly Hart, Ms. Salina Manning, Ms. Latha Swamy, Mr. David Townley, Ms. Nijija-Ife Waters, Ms. Hyclis Williams  
Staff: Ms. Gail Sharry, Mr. Daniel Gant

- I. **CALL TO ORDER:** The regular meeting of the Food Service Task Force was called to order at 5:04 p.m. by Mr. Larry Conaway.
- II. **INTRODUCTIONS and ANNOUNCEMENTS:** Mr. Conaway introduced himself. Afterward, attendees and members of the committee took turns introducing themselves.
- III. **FOOD SERVICE DURING REMOTE LEARNING:** Meals are being served at 41 school sites 5 days a week. Serving days are Monday through Friday between 11:00 a.m.-1:00 p.m. If parents run into a problem and contact Food Services, arrangements are made for earlier or later pickup. Issues of concern include:
  - meeting the needs of parents who have children in multiple schools with different lunch schedules
  - difficulty parents are have picking up hot meals between the schedules
  - meals not being provided to students who are in Open Choice

It was suggested to possibly adjust the remote learning schedules so that all children have a lunch break at the same time. Ms. Sharry is also looking into seeing if there is a way to shift cafeteria staff hours to create earlier and later serving times.

- IV. **FOOD SERVICE DURING HYBRID LEARNING:** Meals will be provided to children who attend in-person learning and those who will be learning remotely. Meals will be distributed 5 days per week including Wednesdays when schools are closed. Weekend meals will be served as well. On Thursdays, meals will be distributed for Thursday and Saturday consumption. On Fridays, meals will be distributed for Friday and Sunday consumption. Meals intended for days when schools are closed for a holiday will also be

distributed. If learning hubs remain open during hybrid learning, they will continue to receive meals.

**V. STUDENT CONCERNS of CAFETERIA FOOD WASTE, COMPOSTING, and PLASTIC USE:**

The state continues to have the composting grant on hold. There are no new updates.

**VI. UPDATE ON LIFE THREATENING ALLERGIES and ISSUES RELATED TO FOOD SERVICE:**

Principals are planning and designating alternative lunch areas for children with food allergies. Plans vary from school to school. Suggestions include the following:

- creating uniform allergy directives that all schools follow across the district
- making sure allergy information is communicated to nurses, teachers, Food Service, substitute teachers, and placed in Power School so all children with food allergies are identified and information is readily available.
- communicating to parents and informing them of information needed from them prior to children starting school pertaining to food allergies.
- making sure children are not sitting near someone on a bus who may bring food on the bus they are allergic to
- having parents fill out an allergy form in triplicate that goes to the teacher, nurse, and Food Service all at the same time and processed before the student starts school
- compiling a list of all students with food related allergies in each classroom and have that list kept in the room easily accessible to teachers and substitute teachers.

Mr. Conaway expressed the importance of early identification of students with food allergies and that the plan must be communicated, comprehended, and implemented.

**VII. DISCUSSION ON NOVEMBER AGENDA ITEMS:**

No discussion ensued over this topic.

**NEXT MEETING:** The next meeting is scheduled for Thursday, November 12, 2020 at 5:00 p. m. via Zoom. Agenda items are due to the chair (Mr. Matt Wilcox) and co-chair (Mr. Larry Conaway) by 10:00 a.m. on Thursday, November 5, 2020.

**VIII. ADJOURNMENT:** The meeting was adjourned at 5:43 p.m. by Mr. Larry Conaway.