



NEW HAVEN PUBLIC SCHOOLS

NEW HAVEN BOARD OF EDUCATION FOOD SERVICE TASK FORCE

MINUTES

November 12, 2020

The regular meeting was held on Thursday, November 12, 2020 via Zoom.

Present: Mr. Matt Wilcox, Mr. Larry Conaway, Ms. Jennifer Allis-Vazquez, Ms. Susan Harris, Ms. Maria Harris-Paige, Ms. Ms. Salina Manning, Ms. Nijija-Ife Waters
Staff: Ms. Gail Sharry

- I. **CALL TO ORDER:** The regular meeting of the Food Service Task Force was called to order at 5:03 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 provided to all children ages 18 and under at 41 school sites 5 days a week. Serving days are Monday through Friday between 11:00 a.m.-1:00 p.m. In addition to the schools, meals are provided to various learning hubs, Montessori Daycare, and St. Martin De Porres Academy. A new pick-up option will be piloted beginning November 16, 2020 to help parents who are unable to pick up meals during the above time slot. Under the new option, parents can preorder a meal box that will contain enough meals for 5 days. Parents must call on Mondays and Tuesdays from 9 a.m. to 3 p.m. or Wednesdays from 9 a.m. to 12 noon to preorder the box. Boxes are then picked up on Fridays between 4 p.m.-5:30 p.m. at their choice of either High School in the Community, Hill Regional Career, or King Robinson. Currently the pick-up dates are 11/20/2020, 12/04/2020, 12/11/2020, and 12/18/2020. A discussion ensued over milk and breakfast options.
- IV. **REVIEW of POLICIES 3542.33 AND 3542.42:** The committee will be reviewing the policies thoroughly over the next 2-3 months. Policies will be cross referenced with State and Federal regulations and revised to reflect the needs and goals of New Haven Public Schools. All board policies will be going to Governance.

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

Suggestions include the following:

- creating uniform allergy directives that all schools follow across the district
- making sure allergy information is communicated from parents to nurses, administrators, 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.
- Having a plan for children who have allergies to eat in separate areas to prevent exposure to allergens
- cross reference forms and make sure allergy information is passed on to the teacher, nurse, administration, and Food Service 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 communication and implementation.

VI. DISCUSSION ON DECEMBER AGENDA ITEMS:

The November agenda will be repeated.

NEXT MEETING: The next meeting is scheduled for Wednesday December 9, 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, December 3, 2020.

VII. ADJOURNMENT: The meeting was adjourned at 6:28 p.m. by Mr. Larry Conaway.