



NEW HAVEN PUBLIC SCHOOLS

Head Start Board of Education Subcommittee Meeting  
Minutes- Friday, October 20, 2023

Date: Friday, October 20, 2023 (rescheduled from October 19<sup>th</sup> due to conflicting BOE meeting)

Time: 3:00-4:00 p.m.

Location: Virtual meeting via Zoom

Meeting ID: 838 510 3130

Attendees: Mary Derwin, Director Head Start

Vanessa Diaz Valencia, Director of Early Learning

Matthew Wilcox, Board of Education Head Start Chair

Call to Order

The meeting was called to order at 4:03 p.m.

Introductions /Announcements

The OHS has agreed to provide continuity of care for students ineligible for kindergarten based upon their birth date. They will automatically be re-enrolled for the third year and will not require income verification.

Review and approval of September 21, 2023, Subcommittee Meeting Minutes

Mr. Wilcox will review at a later time as he was unable to access them from his location.

Will call for their acceptance at November meeting.

Student Data

- Enrollment Report

	Current Enrollment	Enrollment Percentage	Funded / Capacity	Vacancy
<b><i>_ALL / Grantee</i></b>	347	65.35%	531	184
<b><i>_New Haven Public Schools</i></b>	347	65.35%	531	184
<i>_Dr. Mayo</i>	221	58.93%	375	154
<i>_Fair Haven</i>	26	86.67%	30	4
<i>_Lincoln Bassett</i>	17	94.44%	18	1
<i>_Martinez</i>	46	85.19%	54	8
<i>_Truman</i>	37	68.52%	54	17

The Office of Head Start will be putting programs on enrollment plans if they fall below the national threshold. They will be making announcements in late October or early November.

#### Policy Council Meeting

- October 10, 2023 first meeting was held
- Survey being sent to families regarding time and location preference for upcoming meeting
- November 16, 2023-Governance training will be held during at Subcommittee Meeting

#### OHS updates

- Re-competition Grant Status NOFO publicly posted 10/12/2023 ◦ Due December 14, 2023 ◦ Expected Awards-2 ◦ Award Ceiling- \$6,730,860 ◦ Award Floor- \$1,000,000
- Mr. Wilcox cautioned that the District closely examine the community assessment and respond to meet the needs of the eligible families with additional/alternate site locations to secure the grant.

#### Program updates

##### Shine Program Design Meeting-November 3, 2023

- Organizational Chart- restructuring staffing for not only Head Start but also the Early Childhood Department to improve efficiencies and support classroom instruction- will require new job descriptions/positions/application process
- Integrated classroom design- to provide equitable access to additional locations, classrooms with both Head Start and School Readiness classrooms in order to meet needs of families
- Budget and allocation chart will need to be drafted for classrooms and supplies-will require further conversation with Superintendent to determine locations and slots
- Wrap around services will be provided for only Head Start students
- Kindergarten transition- must explore the district's response to the new kindergarten eligible age- will impact 52 Head Start students currently enrolled
- Shine Management Meeting Kickoff – November 9, 2023 with leadership team

New Leaders' Training- Dr. Negron, Vanessa Diaz-Valencia, Mary Derwin, Keisha Hannans, Ronja Goldson will be attending at OHS in Boston November 1<sup>st</sup> and 2<sup>nd</sup>

#### Finance

- Review of Statements-Mr. Wilcox will review at a later time as he was unable to access them from his location.
- Carryover- three million dollars approximately- spending plan must be generated
- COVID funds- possible to apply for another extension to utilize the remaining 47,962 CRSSA and 20,096 ARP funds

#### Adjournment

The meeting was adjourned at 4:53 p.m.

