

# Hampton and Scotland School Readiness Council

Tuesday, April 24, 2012

Scotland Elementary School

## Meeting Minutes

**Attendance:** Joy Becker, Paul Blackstone, Allan Cahill (left at 7:30), Mary Geragotelis, Ann Gruenberg (6:45), Suzanne LaFleur (6:35), Theresa Lambert, Gale Lockland, Laurie Savino (6:35), Leahbeth Scandura, Scott Sears, Geri White and Marsha Willhoit  
**Staff:** Sandra Frizzell

1. **Call to order:** By Gale Lockland at 6:33 pm.

2. **Audience for citizens:** n/a

3. **Update agenda as needed:** Theresa Lambert made a motion to add agenda item 3 a. Set May Special Meeting date. Motion was seconded by Allan Cahill. Motion passed unanimously with no abstentions.

**a. Set May Special Meeting Date:** Next SRC Meeting will be on May 14, 2012 beginning at 6:30 pm. at Hampton Elementary School.

4. **Approval of March 27, 2012 meeting minutes:** Motion to approve meeting minutes was made by Suzanne LaFleur and seconded by Scott Sears. There was no discussion. Motion passed unanimously. Allan Cahill, Theresa Lambert and Laurie Savino abstained from voting.

### 5. Acceptance of financial reports

**Hampton -** Motion to accept Hampton's financial report was made by Suzanne LaFleur and seconded by Geri White. There was a discussion about whether Hampton would receive the full \$107,000 next grant year. Motion passed unanimously. No abstentions.

**Scotland** Motion to accept Scotland's financial report was made by Marsha Willhoit and seconded by Theresa Lambert. There was discussion about the date of the report. Sandra Frizzell will request Donna Sharp include a report date. Motion passed unanimously. No abstentions.

6. **Program updates:** There were no questions or comments.

7. **Grant/SDE update:** Marsha Willhoit reiterated that Hampton was hopeful they would be able to apply for the full \$107,000.

### 8. New Business

#### a. Tuition expenditures

**Hampton:** Marsha Willhoit requested permission to pay the SR Coordinator's remaining hours from the tuition account. Ann Gruenberg made a motion to allocate funds from the Hampton Tuition Account to pay the coordinator. Not to exceed \$3,000. Laurie Savino seconded the motion. Discussion: Hampton budgeted for fewer hours than Scotland did this year with the understanding that some hours would be paid from the tuition fund because of the tight budget. Motion passed unanimously with no abstentions.

**Scotland:** No requests at this time

#### b. Un-Met Needs Reports:

Marsha Willhoit made a motion to accept the Unmet Needs Reports as presented. Motion was seconded by Geri White. Discussion: Sandra Frizzell explained the process by which all details of the reports were determined. Motion passed unanimously. No abstentions.

#### c. SR funding for 2012-2013:

Sandra Frizzell shared the current enrollment projections for next school year and a list of how many children were being served by other small communities in CT. Hampton is close to having enough school day and part day students to justify applying for the full funding. Families of newly eligible children will be contacted to find out their preferences for next school year. Scotland will apply for less than the full \$107,000 due to two small birth cohorts.

Paul Blackstone requested that the council consider a raise for Sandra Frizzell, the School Readiness Coordinator. Sandra has been in this position for 6+ years with no raise. Theresa Lambert made the motion to increase the coordinator's pay by 1% for each of the 6 years served for a total of 6% (\$1.50/hour). Paul Blackstone seconded the motion. Discussion: Council members offered support for the pay rate increase and concern about the public perception of a 6% increase. It was requested that the minutes reflect this is a 1% increase over 6 years. This new pay rate will go into effect with the new grant year. Motion passed unanimously with no abstentions.

- d. Facility Improvement Fund Survey:** Sandra Frizzell will complete the on-line survey with input from Marsha Willhoit and Paul Blackstone. Each town has submitted an individual report to the SDE online. This survey is about the need to improve our facilities and neither town needs facilities upgrading at this time.

## **9. Old Business**

**a. SRC Program Policies Update:**

Ann Gruenberg made a motion for final approval of the Transition to Kindergarten Policy. Motion was seconded by Marsha Willhoit. No discussion. Motion passed unanimously. No abstentions.

- b. Update Strategic Plan:** Out of time. Move to next month's agenda. Meeting will be publicized with a start time only so this can be accomplished at the next meeting.

**c. Committee Updates**

**1. Hampton Ad-Hoc Playscape** - Geri White informed the council that the Ad-Hoc Playscape committee is preparing to send out a Capital Campaign letter.

**2. School Readiness Brochure** - Decision was made that no color printer or copier would be purchased because each school has the ability to print these at the school. Special paper would be purchased. Ann Gruenberg shared that the latest edition credits Karen Slyman for the photos and the corrected address for Hampton Elementary School.

**3. Communications** - Sandra Frizzell requested that schools send her information about schoolwide activities so we can send information out to the community using the "Birth to Five Mailing List".

## **10. Audience for citizen:** n/a

## **11. Next meeting agenda:** May 14, 2012; 6:30 pm at Hampton Elementary School

Usual reports and updates

Approve Tuition expenditures

Approve Grant Application

Update Strategic Plan

## **12. Adjournment:** At 8:01 pm, Motion to adjourn made by Laurie Savino and seconded by Leahbeth Scandura . Motion passed unanimously. No abstentions.

Respectfully submitted,

*Sandra Frizzell*

Hampton and Scotland School Readiness Coordinator