

**Hampton and Scotland School Readiness Council**  
**Tuesday October 29, 2019 at Hampton Elementary School**  
**Meeting Minutes**

**Attendance:** Joy Becker, Cathy Pinsonneault, Sam Roberson, Ann Gruenberg, Andrea Kaye, Scott Sears, Geri White, Mary Geragotelis, Frank Baran, Anne Marie Davidson

- 1) **Call to order:** Joy Becker called the meeting to order at 6:32 pm.
- 2) **Audience for citizens:** None
- 3) **Update agenda as needed:** No updates
- 4) **Approval of May 8, 2019 meeting minutes:** Geri White motioned to approve the September 24, 2019 meeting minutes. No discussion. Motion passed unanimously. None opposed. No abstentions.
- 5) **Acceptance of financial reports**
  - a. **Hampton:** Motion to accept Hampton's financial report was made by Scott Sears and seconded by Frank Baran. Discussion around \$4,800.00 listed as administrative salary, what is paid to EASTCONN for the School Readiness Liaison. Request to add tuition collected to date to the monthly financial report. Motion passed unanimously. None opposed. No abstentions.
  - b. **Scotland:** Motion to accept Scotland's financial report was made by Ann Gruenberg and seconded by Frank Baran. Discussion included a request that tuition collected to date be added to the monthly financial report for Scotland. Motion passed unanimously. None opposed. No abstentions.
- 6) **Program updates:**
  - a. **Hampton:** Council reviewed the update, no discussion.
  - b. **Scotland:** Council reviewed the update, no discussion.
- 7) **SR Liaison Report**
  - a. monitoring visits- Visits were completed in October to both Hampton and Scotland. Both programs met the requirements outlined in the monitoring protocol. The next Monitoring visits will take place in February 2020.
- 8.) **New Business:** Explanation of Hampton \$4,800.00 in September report. Sam Roberson provided an explanation for the \$4,800.00 listed in the Hampton financial report at September's meeting. It is the administrative fee paid to EASTCONN for the provision of the School Readiness liaison.
- 9) **Old Business**
  - a. Update on Plan for Quality Enhancement Funds – Cathy Pinnsonneault and Sam Roberson provided an update. They have contacted Viana Turcois-Cotto to discuss presenting to the staff. The Program Directors want to be sure that the person has strategies to share and not just theory. A suggestion was made by Ann Gruenberg that Viana could spend classrooms to support the use of strategies. The Directors are considering a March PD date. Possibly include Chaplin in the PD, could use EASTCONN space, directors want to be sure that there is a curriculum for teachers to use, suggestion that a person could review current curriculum to make suggestions for adaptation. The Council requested another update at the November 29 meeting.
  - b. Recruitment of new members- Anne Marie Davidson will provide and updated membership list with term dates included and check about appointment letters. Frank Baran will call First Selectman about appointment letters for Scotland. Scott Sears has begun to recruit a Scotland parent who also is a health care provider. Andrea Kaye inquired about the roles of members that the Council is looking for. The Council members gave an update about member requirements.

**10) Audience for citizens:** Frank Baran asked if the requirement of School Readiness programs to be accredited by the National Association for the Education of Young Children was in state statute. Anne Marie Davidson responded yes, I believe so. Frank Baran will research that question further.

**11) Set next meeting Agenda:** Discuss the Quality Enhancement funds update, discuss grant development update that will be added to the program update, review the new membership list with term

**13) Adjournment:** Motion to adjourn was made by Frank Baran at 7:19 pm and seconded by Geri White and Joy Becker. Motion passed unanimously. No abstentions.

**NEXT MEETING: Tuesday 11/26/19 6:30-8:00 pm at Scotland Elementary School**

Respectfully submitted by Anne Marie Davidson, Hampton and Scotland School Readiness Liaison  
*These minutes are unofficial until approved at the next School Readiness Council Meeting*