

Hampton and Scotland School Readiness Council
Tuesday April 25, 2017 at Hampton Elementary School
Meeting Minutes

Attendance: Joy Becker, Cathy Pinsonneault, Melanie Smith-Cervera, Scott Sears, Frank Baran, Sam Roberson, Claire D'Appollonio Geri White

- 1) **Call to order:** Joy Becker called the meeting to order at 6:35pm
- 2) **Audience for citizens:** None
- 3) **Update agenda as needed:** add the Domestic Violence Program Grant to New Business
- 4) **Approval of March 28, 2017 meeting minutes:** Clare D'Appollonio motioned to approve 3/28/17 meeting minutes seconded by Cathy Pinsonneault. Change to March meeting minutes: Hampton SR monitoring visit was rescheduled from April 4 to June 1 due to staff illness. Motion passed unanimously. Geri White abstained.
- 5) **Acceptance of financial reports**
 - a. **Hampton:** Motion to accept Hampton's financial report was made by Geri White and seconded by Clare D'Appollonio. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Motion to accept Scotland's financial report was made by Clare D'Appollonio and seconded by Frank Baran. Scotland is on track to stay on budget. Motion passed unanimously. No abstentions.
- 6) **Program updates:**

Hampton: Sam reported 13 out of 14 spaces filled. Preschool screening was completed on 4/19/17, 7 children have signed up for school day spaces next year. Discussed putting the screenings on the calendar of events in the paper which would be free. Handout provided.

Scotland: Cathy reported preschool screening is May 2nd, all SR spaces continue to be filled. 12 children in 3 year old room this year that would remain in the program next year. Cathy reviewed activities that were done in preschool this past month. Handout provided.
- 7) **SR Liaison Report**
 - a. SR RFP: submitted to Melanie by April 17th, Scotland Elementary School and Hampton Elementary School were the only two RFP's submitted for each town.
 - Reader panel for Hampton and Scotland will be meeting tomorrow, Melanie will compile feedback and get back to programs for changes.
 - Next Steps: review reader recommendations and vote on submission to OEC
 - b. QE RFP next steps: Reviewed the QE RFP's submitted by Hampton and Scotland. Scotland submitting for staff professional development opportunities as well as a STEM program to support the preschool curriculum through materials, and trainings. Cathy is hoping to use the Rozzy Learning Company to support the STEM concept but can make the RFP broader in case they find another company to utilize for this purpose. Scotland will open the STEM PD to Hampton preschool staff. Hampton is submitting for professional development for the preschool teacher and administrator based on workshops identify during a PD plan, and provide for sub coverage to allow teacher and para time to work together after the PD, to create a plan on how to implement the learning from the PD. Melanie shared feedback from Ann Gruenberg that Hampton could add more detail to Hampton's RFP. Sam agreed she would like to add more information based on what type of PD staff might like to take but wasn't sure if those details would be known in time to submit the RFP. Sam will look into possible PD topics for next year and modify RFP as needed. Cathy shared that EASTSCONN has some great on-line classes/trainings to take to help fulfill PD requirements and support PD plans.
 - c. Updates from OEC: Melanie reported a new commissioner has been appointed to OEC; David Wilkinson. Melanie shared the press release with the Council. May 1 budget revisions due to OEC for SR and QE budgets from FY 2017.
- 8.) **New Business:**
 - a. United Services Domestic Violence Program Grant: Shannon Haddad forwarded information to the SRC regarding this program. The SRC discussed their involvement, and decided it does not fit into the mission

of the SRC but the principals and/or support staff of Hampton and Scotland may be interested in attending a session if offered locally.

9) Old Business

a. QE RFP submissions: Melanie discussed under the School Readiness Liaison Report.

10) Audience for citizens: NONE

11) Set next meeting Agenda: SR RFP and QE RFP voting, review Community SR RFP

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

Next Meeting: Tuesday May 9th 6:30-8:00 pm at Scotland Elementary School **this will be the last meeting of the school year*

Respectfully submitted by Melanie Smith-Cervera, Hampton and Scotland School Readiness Liaison
These minutes are unofficial until approved at the next School Readiness Council Meeting