

**Hampton and Scotland School Readiness Council**  
**Tuesday September 26, 2017 at Hampton Elementary School**  
**Meeting Minutes**

**Attendance:** Joy Becker, Cathy Pinsonneault, Melanie Smith-Cervera, Scott Sears, Frank Baran, Sam Roberson, Geri White, Allan Cahill, Ann Gruenberg, Mary Geragotelis, Becky Bailey

- 1) **Call to order:** Joy Becker called the meeting to order at 6:37 pm
- 2) **Audience for citizens:** None
- 3) **Update agenda as needed:** Discussion regarding the October meeting date having a conflict with a community meeting. Frank Baran made a motion to cancel the October 24<sup>th</sup> meeting, Allan Cahill seconded. Motion passed unanimously. No abstentions.
- 4) **Approval of May 9, 2017 meeting minutes:** Geri White motioned to approve 5/9/17 meeting minutes seconded by Scott Sears. Motion passed unanimously. Mary Geragotelis abstained.
- 5) **Acceptance of financial reports**
  - a. **Hampton:** Motion to accept Hampton's financial report was made by Scott Sears, seconded by Ann Gruenberg. Outstanding family fees were discussed. Allan Cahill offered to support the collection of fees from families. Discussed having families give a good faith effort of some payment. Program's policies regarding non-payment of fees should be looked at and revised if necessary. Motion passed unanimously. No abstentions.
  - b. **Scotland:** Motion to accept Scotland's financial report was made by Ann Gruenberg and seconded by Geri White. Cathy shared that the 100% spent means it has been encumbered. Motion passed unanimously. No abstentions.
- 6) **Program updates:**

**Hampton:** Sam reported 13 out of 14 children enrolled, 1 space is unfilled. Discussed staff attending restraint training and seclusion course. NAEYC visit will be coming up between October and March. Handout provided.

**Scotland:** Cathy reported all spaces are full. There is a new pre-k 4 part time teacher. Three and four year olds combine for the afternoon. Field trips are coming up. Parents came for the first day of school breakfast. Handout provided.
- 7) **SR Liaison Report**
  - a. SR RFP scores from OEC review panel: Melanie shared that the OEC convened a review panel for the SR Community RFP's and feedback was given to each community. Scotland's feedback included more information needed on dual language learners, child progress supports and recruitment of families and received a score of 85. Hampton's feedback included possible revisions to the monitoring tool for curriculum/planning section but that a robust monitoring process is done. Additional comments included policies reflect inclusive practices, a strong K transition plan and monitoring includes follow up and timelines for completion and received a score of 98. Melanie contacted OEC in regards to the discrepancy of scoring based on the fact that both grants contained almost the same information. OEC stated that different reviewers read each grant so the feedback would vary. Overall, both programs did well!
  - b. Review of SR legislation regarding regional councils: Melanie shared the information from OEC regarding regional councils can be made up of two or more towns and there is no additional "weight" put on regional councils with more towns. Melanie also shared the legislation that states preference for funding is given to applications submitted by regional SR councils.
  - c. OEC updates: Spaces are currently funded through the second quarter of the year, no news on QE funding at this point.
  - d. other: Melanie shared her monitoring tool with the SRC and also the checklist to prepare for the visit. Monitoring visits will be shared at council meetings as well as an issues that need addressing. Melanie also shared the SR council agenda items document to be discussed with the group in order to ensure we cover all required criteria.
- 8.) **New Business:**

- a. Council Membership Reviewed: discussed needing more parents from each town and add new prek 4 teacher from Scotland (Lucinda Marsalisi) to membership. Joy and Cathy will look to recruit more parents from each town.
- b. Discussed agenda items document and how to use it to facilitate meetings. Scott suggested numbering the items and have them be standing agenda items to rotate through. Ann suggested adding 'as needed' to some items. Melanie will work on the document and send out to the group.

**9) Old Business**

- a. Regional Council discussion: Ann suggested we start fresh with our thoughts and ideas regarding adding towns to our council to help be a role model for the regional approach to SR work. Geri shared that she thought sharing resources and having a bigger pot of resources to pull from would be beneficial. Allan shared that the legislation might provide towns with ability to have collaboration agreements without regionalization. Cathy shared that it might be a good idea to see what the regionalization of towns looks like and how the meetings/votes go for the towns regionalizing. Council agreed to wait until after the November vote to make decisions regarding regional council.

**10) Audience for citizens: NONE**

**11) Set next meeting Agenda:** Membership letters, continue regional council discussion, agenda items from quality components

**13) Adjournment:** Motion to adjourn at 7:45 pm by Cathy Pinsonneault and seconded by Geri White. Motion passed unanimously. No abstentions.

**October 24, 2017 meeting cancelled**

**Next Meeting: Tuesday November 28, 2017 at Hampton Elementary School 6:30-8:00 pm**

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*