

Hampton and Scotland School Readiness Council
Tuesday September 27, 2016 at Hampton Elementary School
Meeting Minutes

Attendance: Joy Becker, Cathy Pinsonneault, Melanie Smith-Cervera, Scott Sears, , Geri White, Frank Baran, Mary Geragotelis, Sam Roberson, Claire D'Appollonio, Allan Cahill, Ann Gruenberg

- 1) **Call to order:** Scott Sears called meeting to order at 6:55pm
 - a. Welcomed new Hampton Principal, Sam Roberson
- 2) **Audience for citizens:** None
- 3) **Update agenda as needed:** None
- 4) **Approval of May 31, 2016 meeting minutes:** Ann Gruenberg motioned to approve 5/31/16 meeting minutes seconded by Geri White. Motion passed unanimously. Clare D'Appollonio and Allan Cahill abstained.
- 5) **Acceptance of financial reports**
 - a. **Hampton:** Motion to accept Hampton's financial report was made by Clare D'Appollonio and seconded by Ann Gruenberg. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Motion to accept Scotland's financial report was made by Ann Gruenberg and seconded by Frank Baran. Motion passed unanimously. No abstentions.
- 6) **Program updates:**

Hampton: 15 children total, 2 part day. Daily scheduled changed to create a better flow for the children. Handout not available, Sam will have Chrissy Stone send an update via email and Melanie will forward to the group.

Scotland: Cathy reported 22 children are enrolled, 11 three year olds and 11 four year olds. One teacher and two para's with the 4/5 year olds and one teacher with one para in 3/4 year old rooms. Teachers attended a workshop on Handwriting Without Tears. Handout of update provided outlining activities in preschool rooms. All SR spaces filled.
- 7) **SR Liaison Report**
 - a. Statewide Meeting Update: Melanie reported that programs are required to have their registry up to date by first week in October. Program administrators will need to go in and update monthly, if no changes they can click on staff confirmation tab to show they updated. QSM's must be identified in each room and if they expire in 2020 they need to seek the Individual Review Route for an ECTC. Any budget revisions made to the SR budget are inputted into the electronic system but also must be emailed to Andrea Brinnel for approval. Two updates to GP's: McKinney Vento Liaison added to SRC membership list, and Children with IEP's language changed to ensure children were in attendance in the program the hours listed and not transported to another program for services, if children are transported to other places for services, those hours need to be subtracted from their SR hours. Melanie will email new GP's with meeting minutes.
- 8.) **New Business:**
 - a. QE planning for this year: Kelly Jo Wilson will be coming 11/7 and 11/8 to conduct classroom observations and provide PD. A location is needed for PD since EASTCONN rooms are being utilized. Joy will look into renting the hall at Congregational church, Hampton Elementary School may be a second option. Melanie will look into EASTCONN catering. After training is completed, Kelly Jo will provide support remotely through skype at staff meetings. These will need to be set up with Kelly through Cathy and Sam (Melanie can help coordinate if needed).
 - b. McKinneyVento Liaisons: Sam Roberson for Hampton and Jennifer Ridolfo for Scotland.
- 9) **Old Business**
 - a. NONE
- 10) **Audience for citizens:** NONE
- 11) **Set next meeting Agenda:** Finalize QE location, food etc.

13) Adjournment: Motion to adjourn at 7:42pm by Clare D'Appollonio and seconded by Geri White . Motion passed unanimously. No abstentions.

Next Meeting: Tuesday October 25th 6:45-8:15 pm at Scotland Elementary School

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