

Hampton and Scotland School Readiness Council
Tuesday, February 25, 2014, Hampton Elementary School
Meeting Minutes

Attendance: Joy Becker, Shannon Haddad, Mary Geragotelis, Cathy Pinsonneault, Scott Sears, Candace Morell, Elise Guari, Clare D'Appollonio, Richard Packman, Ann Gruenberg, Melanie Smith-Cervera, Sheri Lambert

- 1) **Call to order:** called meeting to order by Candace Morell at 6:37 pm.
- 2) **Audience for citizens:** None
- 3) **Update agenda as needed:** None
- 4) **Approval of February 25, 2014 meeting minutes:** Motion to approve meeting minutes from 2/25/2014 by Scott Sears and seconded by Joy Becker. Motion passed unanimously. No abstentions.
- 5) **Acceptance of financial reports**
 - a. **Hampton:** Motion to accept Hampton's financial reports was made by Joy Becker and seconded by Mary Geragotelis. No discussion. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Motion to accept Scotland's financial reports was made by Scott Sears and seconded by Elise Guari. No discussion. Motion passed unanimously. No abstentions
- 6) **Program updates:**

Hampton: Candace Morell shared that two new students will be starting April 1st. No changes with staffing. Elise Guari and Chrissy Stone attended a workshop called Powerful interactions. Elise Guari shared that it was a great workshop and recommends it for all staff. Enrichment will continue with Family Fridays and Backpack funpacks have started to go home. Preschool and kindergarten attended a field trip to Big Y.

Scotland: Cathy Pinsonneault reported that they had a school wide assembly on perseverance. They have started Jump Rope for Heart. There was a science fair on March 7th which included several preschool entries. May 5th and 6th preschool screenings will be held. There is a field trip to the Boston Children's Museum scheduled for April 4th. Two staff attended a CPR/First Aid training on March 27th and three staff attended "Using the NAEYC code of Ethical Conduct". They continue to have Fun Fridays. Report cards were sent home on March 14th and parent teacher conferences were held on March 6th and 7th, only two families were unable to attend. April 11th there will a Father Daughter Dance.
- 7) **SR Liaison Report:**
 - a. **SR program site visits:** Melanie Smith-Cervera shared an overview of OEC updates. OEC is working on streamlining funding and requirements as well as developing a data system to produce information on child outcomes. OEC is sending out a second RFP for bond funding for facility improvements and a RFP for Early Head Start partnerships. There is an expansion for readiness slots with 107 new competitive SR spaces available. Governor is proposing a 3% rate increase for SR programs. RFP and QE grant were discussed with a note to watch budget codes and justification and the Learning Experience Plans will need to be reviewed by council but do not need to be submitted to OEC with grant.
- 8) **New Business**
 - a. **Quality Enhancement Grant:** Melanie Smith-Cervera and Sheri Lambert shared that for the QE grant there is \$3790 per community. The council brainstormed ideas of how to plan to use the money: provide training and coaching for teachers on the Early Learning and Development Standards, provide comprehensive services, provide services that enhance the quality of programs to maximize services for children from birth to three years of age, coordinating with B-3 systems, sponsor a program or community wide event such as "Powerful Interactions". Principals will gather feedback from the preschool teachers and share with liaisons next week. The council felt it was best to try to move forward with sponsoring a program and asked the liaisons to look into the cost of Judy Jablon.

- b. **School Readiness Grant:** needs to be a competitive grant and that requires a bid process
- c. **Bid for RFP:** Melanie Smith-Cervera and Sheri Lambert shared that the legal notice for the RFP has already been posted on the town's websites. The council decided to post the legal notice on Eastconn's website and email the information on the RFP to NAEYC centers in surrounding towns. A subcommittee needed to be formed to assist with the competitive process which included Scott Sears, Mary Geragotelis, and possibly Suzanne LaFluer and Geri White; they will work on creating a scoring rubric for the readers. Readers will be Mary Geragotelis and possibly Suzanne LaFluer and Geri White. Due to the timeframe of the grant being due and the need to follow the competitive process it was decided to change the next meeting date. **Meeting date change from April 29th to May 5th in Scotland at 6:30pm.**

10) Old Business

a. Committee Updates

- 1. Finalize the committees:** Communications committee, Brochure committee, Needs Assessment committee are all ad-hoc committees
 - a. Define membership:** Membership to be defined as need arises.
- 2. Grant Management subcommittee:** Joy Becker shared that they met March 6th. Cathy Pinsonneault shared that one person asked for more information but then decided was not interested. Richard share that the posting was posted on March 10th and is posted on Scotland website and CTREAP.
 - a. Search committee review of applicants:** There have been no applicants at this point. Committee decided to change the date for application to April 30th and continue the search.

11) Audience for citizens: None

12) Set next meeting Agenda: review and approve school readiness grant and QE grant, review of applicants for grant management

13) Adjournment: Motion to adjourn at 8:15 pm by Scott Sears and seconded by Ann Gruenberg. Motion passed unanimously. There were no abstentions.

Respectfully submitted, *Sheri Lambert & Melanie Smith-Cervera*, Hampton and Scotland School
Readiness Liaisons

These minutes are unofficial until approved at the next School Readiness Council Meeting