

Hampton and Scotland School Readiness Council
Monday, October 28, 2013, Hampton Elementary School
Meeting Minutes

Attendance: Maryellen Donnelly, Suzanne LaFleur, Scott Sears, Theresa Lambert, Mary Geragotelis, Leahbeth Scandura, Ann Gruenberg, Joy Becker, Paul Graseck, Richard Packman, Elise Guari, Cathy Pinsonneault, Sheri Lambert

1. **Call to order:** called meeting to order by Suzanne at 6:33 pm.
2. **Audience for citizens:** stated that the meeting Agenda needed to be posted by Thursday in Scotland. It was not posted until Friday. Also the September meeting minutes were not submitted to Scotland's First Selectman.
3. **Update agenda as needed:** Motion to add the roles of the new coordinator model to the agenda was made by Maryellen Donnelly and Ann Gruenberg seconded. Motion passed unanimously.
4. **Approval of September 24, 2013 meeting minutes:** Motion to approve meeting minutes from 09/24/2013 was made by Ann Gruenberg, seconded by Scott Sears. Motion passed unanimously. Mary Geragotelis, Suzanne LaFleur and Maryellen Donnelly abstained.

5. **Acceptance of financial reports**

a. Hampton: Motion to accept Hampton's financial reports was made by Ann Gruenberg and seconded by Joy Becker. No discussion. Motion passed unanimously. No abstentions.

b. Scotland: Richard Packman discussed the carry over account from tuition money, and suggested how to spend money. He shared concerns with what to do with tuition money this year. For this year they are estimating they will be over budget by about \$33,720. He shared that it can carry over for 2 months of \$6,740. Theresa Lambert reported that \$8,000 was to be given to the playground if money was available. She raised a concern that the \$53,000 was not approved to be spent from last year. It was decided to table how the money will be spent for the agenda next month. Leahbeth Scandura shared concerns of the role of the council and that things needed to be presented to the council and the council needs to vote on them.

Motion to accept Scotland's financial reports was made by Scott Sears and seconded by Maryellen Donnelly. Motion passed unanimously. Theresa Lambert and Leahbeth Scandura abstained.

6. **Program updates:**

Hampton: Elise Guari reported that Hampton is under enrolled due to not being full with slots. They have 7 school day/school year students but are funded for 8 and have 8 part day/part year students but are funded for 12. Professional development activities for staff; Using Child Observations and the Preschool Assessment Framework to Support Intentional Teaching, Is it Sensory or Is It Behavior. Enrichment activities for students; field trip to Goodwin State Forest (celebrate Dig into Reading challenge), AESOP's Fables presentation, Family Fridays.

Scotland: Cathy Pinsonneault reported that Scotland is fully enrolled with 22 children. Professional development activities for staff; Beautiful Stuff: Working with Found Materials to Foster Creativity, Exploration and Experimentation, CPR and First Aid training. Enrichment activities for students; field trip to Riverview Farms (18 parents attended), Scotland Public Library. Teachers are updating the Scotland Elementary School web pages weekly.

7. **Grant/SDE update:** Sheri Lambert reported that the Office of Early Childhood is up and running. It is a separate state agency who reports to the Governor. The early childhood programs that have moved over from other Connecticut State agencies are; CT Charts-a-Course, CCAC Registry for ECE Staff, CCAC Accreditation Facilitation Project, Nurturing Families Network, Help Me Grow, and Bureau of Teaching and Learning Early Childhood Activities. She stated that the Connecticut Early Learning and Development Standards are now in print. They cover the ages from birth to age five and are aligned with the K-12 standards. She shared that the CT Core Knowledge and Competencies convey the essential skills and knowledge that teachers who work with young children and their families need to know and understand to promote healthy development and learning. ConneCT to Quality continues to develop the CT Quality

Rating and Improvement System to improve the quality of young children's experiences in programs. She stated that the CT Association of Public School Superintendents has established a work group with the Office of Early Childhood. The Race to the Top Early Learning Challenge Grant was submitted to the US Department of Education by the Governor in mid-October.

8. New Business

- a. **Introduction to our new coordinator model:** Elise Guari and Cathy Pinsonneault are filling the roles of the principals for Hampton and Scotland. Sheri Lambert will serve as the liaison for the towns. Maryellen asked who would be writing the grant. It was noted that the agreement is only for six months so that would need to be discussed and planned for.
- b. **2013-2014 meeting dates:** Decided to plan for November meeting only as there will be new council members. November 25th at Scotland Elementary School will be the next meeting date.
- c. **SRC membership:** Need to find a library director designee, also need Co-chairs, Suzanne LaFleur has done it for four years and her term is up, Theresa Lambert handed in her resignation stepping down as co-chair and stepping down from the council, Ann Gruenberg nominated Scott Sears to be a co-chair for Scotland. Leahbeth Scandura's last meeting will be next month. First selectman will need to have a new designee for Scotland. Select persons and Superintendents need to appoint members.

9. Old Business

- a. **Review 2012-2013 CSRPPES:** Members will review the CSRPPES and anyone who has questions will bring them next month.
- b. **Review of 2012-2013 QE Grant Evaluation:** Coaching and mentoring to meet the qualification and training needs of the staff. Elise shared what was done last year and that the money will be used the same way this year to assist with coaching and mentoring of the staff. Maryellen asked if we did get the QE grant and it was answered yes.
- c. **Committee Updates**
 1. **Communications:** none
 2. **School Readiness Brochure:** Ann shared there was a version of the brochure that was printed for an event. It will need to be updated. Ann would like to see credit given to Karen Simmon. Pictures should be updated. Cathy Pinsonneault shared Scotland has plans to add a drop down for school readiness on the website

10. Audience for citizens: Theresa Lambert shared that she realized that not everyone understands who makes the decisions. It is the towns and the co-chairs that make the decisions not the schools. She feels that the process that happened prior did not follow the proper protocol. Richard Packman shared that he disagreed; they brought forth a proposal to the council to be voted on. Theresa Lambert felt that the co-chairs and selectmen were not informed about the change in coordinator. Suzanne LaFleur said that members of the council were not informed. Leahbeth Scandura stated that the council should have been a part of the decision making process earlier in the time frame. Suzanne LaFleur shared that it might be helpful to have someone come in and share about the policies and roles with the entire council. Paul Graseck shared point well taken; in retrospect we would handle it differently. There was never any ill intent intended. Collaboration is always the way to go. Cathy Pinsonneault stated that the proposal they have in effect goes until March. She suggested a subcommittee be formed to start working towards finding a more permanent solution to the liaison or coordinator position.

11. Set next meeting Agenda: Scotland tuition expenses, models for liaison for grant management subcommittee, membership

12. Adjournment: Motion to adjourn at 8:04 pm by Theresa Lambert and seconded by Leahbeth Scandura. Motion passed unanimously. There were no abstentions.

Respectfully submitted, *Sheri Lambert*, Hampton and Scotland School Readiness Liaison

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