

**Hampton and Scotland School Readiness Council**  
**Tuesday, January 25, 2021**

**Zoom Meeting Minutes**

Meeting recording:

<https://us06web.zoom.us/rec/share/1WeVyyCM97NflAGhY1FoXZD0sJlFEKo2QjCuSK62lBo-n6mxzZW1JBWi9leOi6GD.VdvtbfWbDzdtMg0J> (Passcode: 0&t@^fJf)

**Attendance: Joy Becker, Scott Sears, Mary Geragotelis, Ann Knowles, Geri White, Andrea Kaye, Ann Gruenberg, Terry Surprenant, Tristyn Warren (nominated for membership)**

- 1) **Call to order:** Joy called the meeting to order at 6:34 pm.
- 2) **Audience for citizens:** None
- 3) **No adjustments to agenda**
- 4) **Approval of November 30, 2021 meeting minutes:** Scott motioned to approve the minutes as written. Ann K seconded the motion. No discussion. Motion passed unanimously.
- 5) **Acceptance of financial reports**
  - a. **Hampton:** Mary moved to accept Hampton's financial report. Scott seconded the motion. There was no discussion. The motion passed unanimously.
  - b. **Scotland:** Scott moved to accept Scotland's financial report. Mary seconded the motion. Scott asked if Scotland has had any trouble taking in tuition payments, Ann K responded that it has not been a problem. The motion passed unanimously.
- 6) **Program updates:**
  - a. **Hampton:** No written report submitted as the classroom teacher has been out. Joy has been subbing for her in that classroom and provided a verbal update: Total enrollment is at 12 children of whom 11 were the classroom this week. 1 child is receiving speech services and is transitioning into the classroom. They just completed a winter theme – moving on to the Arctic and Antarctic animals and will begin a rhyming unit soon. The children are still using iPads every Wednesday. The families completed a snowman project and the children will be presenting to the class during which time their peers ask questions and make comments. The staff have been managing all the children's winter clothing to ensure that they are able to play outdoors. Joy believes that there are a few more children who may be enrolling soon.
  - b. **Scotland:** Classroom updates were shared via email before the meeting for members to review. Ann shared additionally that about 24% of the school community has been out due to illness. Teachers are also getting children outdoors regularly with all their gear. Learning themes have been based on winter including hibernation and snowmen. Enrollment numbers are up and the program is getting a list together for next year.

## 7) SR Liaison report

- a) Although the OEC had previously indicated that the 25% operational expense supplement would expire in 2021, they have extended this payment to the end of this school year. This will help offset at least some lost revenues due to under-enrollment.
- b) State regulations regarding family fees were shared. Terry participated in an OEC training on this topic to better understand all of the requirements. All SR Councils are required to have a policy that guides programs with the collection of family fees. This Council will need to work on a policy this year to support both programs with this task, and to be included in the next RFP. Terry will review both programs' family handbooks and will identify what the council needs in order to ensure policies are adequate.
  - i) A few highlights were shared:
    - (1) Programs need to give families 30 days' notice if there is a change in their fees.
    - (2) Confidentiality of family information needs to be safeguarded – and a statement about this included in the handbooks.
    - (3) Hardship policies need to be handled in a specific and consistent manner.
    - (4) Any reduction in family fees should be noted in the budget to keep track of the fiscal impacts of these decisions.
- c) The next grant application is expected soon and will be a full process this year. Terry will alert the Council when it is received.
- d) Terry will be doing monitoring visits later this month. She will provide a full-day for each program in order to look closely at policies and allow time to meet with fiscal agents.
- e) There is no rule in either the legislation or OEC guidance that programs shouldn't charge family fees if a child has an IEP in a full-day program. If this Council wants certain families to have reduced fees, it will need to create a policy to that effect.
  - (1) Geri asked for further clarification about charging for students with an IEP. Terry shared her opinion on this which is that as long as families aren't being charged additionally for the special education services, they could still be charged for the full day child care being provided. The only guidance from OEC is that:
    - (a) All families are to be charged based on family size and income
    - (b) Special education should supplement, not supplant the program.Joy asked Ann K if they are reducing the fee for children in this case. Ann said there is only one family and yes, they reduce the fee. Joy commented that this policy should be consistent between the 2 programs. It was agreed that more discussion is needed on this issue. Terry will review each program's current policies and will submit her notes to the council before the next meeting for further consideration.
- f) Kindergarten-eligible children would need to have been enrolled in your SR program for at least a full year to be allowed to attend an extra year. In a case where a family requests that their child continue in SR instead of moving on to Kindergarten, the

district would have to agree that this would be in the child's best interest. Then, the Council would have to vote to allow that to occur. No more than 5% of SR slots per classroom can have children who are age-eligible for Kindergarten.

- g) There was a recent meeting with the OEC commissioner about Build Back Better – a federal bill that would have included funding for Universal Pre-K. That didn't pass but there has been continued talk of federal funds to expand preschool. Terry will keep an eye on that issue and bring additional information as it comes.

## **8) No New Business**

## **9) Old Business - Membership**

1. **Revision to bylaws to meet new membership rules.** Ann G. made a motion to accept the revision of the bylaws as written by the Committee. Scott seconded this motion. No discussion. Motion passed.
2. Ann G. shared that she knows an occupational therapist from Hampton who may be interested in joining the Council.
3. Tristyn Warren was in attendance and indicated her willingness to serve on the council. She is a registered nurse and parent of a young child who resides in Hampton. Joy had reached out to Hampton officials and received support of Tristyn's appointment from Frank Olah. Andrea agreed to follow-up with Allan Cahill as new membership requires appointment from both officials.
4. There was some discussion about recent council attendance. Terry will send the record of attendance to the co-chairs for consideration.

## **10) Audience for citizens** – None present.

## **11) Next Agenda Development:** February agenda will reflect the standing items as well as:

- a) A return to the discussion about family fees and any policies that would allow for a reduction in those fees and under which circumstances.

## **12) Adjournment:** A motion to adjourn was made by Geri at 7:19 PM and seconded by Scott. Motion passed unanimously.

**NEXT MEETING will be held on February 22, 2022.**

**Held through Zoom**

Respectfully submitted by Teresa Surprenant, Hampton and Scotland School Readiness Liaison  
*These minutes are unofficial until approved at the next School Readiness Council Meeting*