

Hampton and Scotland School Readiness Council

Tuesday, October 25, 2011
Scotland Elementary School
Meeting Minutes

Attendance: Paul Blackstone, Maryellen Donnelly, Mary Geragotelis, Ann Gruenberg (6:58 pm), Suzanne LaFleur, Gale Lockland, Leahbeth Scandura,

Staff: Sandra Frizzell

1. **Call to order:** By Gale Lockland at 6:39 pm. No Quorum present. We proceeded with updates while waiting for the arrival of additional council members.
2. **Audience for citizens:** N/A
3. **Update agenda as needed:** N/A
4. **Approval of September 27, 2011 meeting minutes:** Motion to approve meeting minutes from 09/27/2011 was made by Maryellen Donnelly and seconded by Paul Blackstone. No discussion. Motion passed unanimously. Mary Geragotelis abstained.
5. **Acceptance of financial reports**
 - a. **Hampton:** Motion to accept Hampton's monthly financial report was made by Ann Gruenberg and seconded by Mary Geragotelis. No discussion. Motion passed unanimously with no abstentions.
 - b. **Scotland:** Motion to accept Scotland's monthly financial report was made by Ann Gruenberg and seconded by Maryellen Donnelly. No discussion. Motion passed unanimously with no abstentions.
6. **Program updates:** Information from Hampton program was not received. Enrollment is almost full in Hampton. Scotland is lower this school year due to lower birth cohorts and some children moved out of town over the summer.
7. **Grant/SDE update:** Sandra Frizzell elaborated on several updates including CT's application for Race to the Top funding. Several mailings have been sent to the birth to five families who are not connected to the school yet. These mailings have included information on United Way's "Ages and Stages" developmental screening program, Husky insurance, local health fairs, parenting course offered in Chaplin and the Hampton Community Playscape meeting. The Hampton Scotland SRC had an information table at Scotland's Health Fair and donated a "Healthy Foods" basket and a "Preschool Fun" basket for the raffle.
8. **New Business**
 - a. **Tuition expenditures:** None at this time
 - b. **Approval of Quality Enhancement Grant Application:** Maryellen Donnelly made the motion to approve the regional application for the Quality Enhancement Grant. Leahbeth Scandura seconded the motion. Discussion: Sandra Frizzell presented the draft of the grant application and reviewed the budget plans. Council supported opening the training up to community based programs' staff and were pleased that a regional plan was being submitted. There was a discussion about how to get parents to come to training sessions so the funding is well spent. The council liked the idea of an "At home" materials pack for families who attend. Motion passed unanimously with no abstentions.

9. Old Business

a. Committee Updates

1. Hampton Ad-Hoc Playscape Committee: A community Playscape Meeting to be held on November 3rd at town hall. Obrien and Sons was chosen by the Ad-Hoc committee. They will make a presentation at the community meeting. Summer 2012 is targeted for installation of playscape behind the Hampton Town Hall.

2. Scotland Ad-Hoc Playscape Committee: Committee is waiting for information on possible funding from the STEAP grant. Committee is holding off on forming sub-committees due to the playscape project anticipated at Scotland School.

3. School Readiness Brochure: Ann Gruenburg continues to work toward a final draft of our council brochure. There was discussion about having a single insert sheet that could be changed easily as program offerings or local information changes.

4. Communications: Sandra Frizzell shared some of the materials being sent home to families with children birth to age five who do not have siblings in the school. There was a discussion about the need for the council to better communicate to the community how School Readiness Grant funds can be spent.

b. Role of Liaison and School Readiness Councils:

Moved to next month's agenda.

c. Council membership status: Discussion about council membership. Hampton members are up for re-appointment. Several members must wait for election results to determine if they will be asked to continue as designees.

d. Strategic Plan: Moved to next month's agenda.

10. Audience for citizens: N/A

11. Next meeting agenda: Usual reports and updates, Tuition expenditures, SRC Appointments, Roles of Liaison and SRC, Form a Needs Assessment Committee, Update Strategic Plan

12. Adjournment: 8:17 PM. Motion to adjourn was made by Leahbeth Scandura, seconded by Suzanne LaFleur. Motion passed unanimously. No abstentions.

Respectfully submitted,

Sandra Frizzell

Hampton and Scotland School Readiness Coordinator

These minutes are un-official until they are approved at the next regular meeting of the School Readiness Council