

Hampton and Scotland School Readiness Council

Tuesday, February 26, 2013

Scotland Elementary School

Meeting Minutes

Attendance: Maryellen Donnelly, Mary Geragotelis, Ann Gruenberg (7:08), Elise Guari, Theresa Lambert, Suzanne LaFleur, Richard Packman (7:01), Cathy Pinsonneault, Leahbeth Scandura, and Scott Sears

Staff: Sandra Frizzell

1. Call to order: By Theresa Lambert at 6:34 pm.
2. Audience for citizens: N/A
3. Update agenda as needed: N/A
4. Approval of January 22, 2013 meeting minutes: Motion to approve meeting minutes from 01/22/2013 was made by Suzanne LaFleur, seconded by Leahbeth Scandura. Motion passed unanimously. No abstentions.
5. Acceptance of financial reports:
 - a. **Hampton:** Motion to accept Hampton's financial reports was made by Suzanne LaFleur and seconded by Scott Sears. No discussion. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Motion to accept Scotland's financial reports was made by Maryellen Donnelly and seconded by Cathy Pinsonneault. Motion passed unanimously. No abstentions.
6. Program updates:

Cathy Pinsonneault explained that the long-term substitute teacher had changed due to the required certification specified in our Policies for Programs. It was requested that we revise this policy for tentative approval at the March meeting and final approval at the May meeting.
7. Grant/SDE update: Sandra Frizzell added an update about the latest Three to Three Conference on Closing the Achievement Gap and the CHDI Early Childhood Health Data Project which Scotland and possibly Hampton may be invited to participate in. Maryellen Donnelly and Scott Sears reported on the recent Shared Services meeting held at SES on February 21st.
8. New Business
 - a. Discuss and Act on Tuition Expenditures: N/A
 - b. Discuss and Act on New May Meeting Date: May 7, 2013 @ 6:00 pm in Hampton to approve Grant Application and approve any tuition expenditures.
 - c. Update on Governor Malloy's proposed Office of Early Childhood: A handout was distributed and the governance structure discussed for the Governor's proposed Office of Early Childhood. Dr. Packman expressed concern about where the Commissioner of Education fit into this plan. Ann Gruenberg replied that Commissioner Pryor has been involved in the discussions and planning of this new office. The proposal brings together all programs serving children birth to age 5.
9. Old Business
 - a. Committee Updates
 1. Transition to Kindergarten: Council members received copies of two years of survey results and the Current Efforts and Action Steps developed by the sub-committee. Elise Guari reported out on the meeting that took place on Friday, January 18th at Scotland School. Many good ideas were shared and the two programs enjoyed the opportunity to collaborate.

2. **Communications** – A mailing to Families with children birth to five is currently in the works. We were hoping for a flyer on dental health check-ups from Generations but our contact person was laid off. Sandra will work on identifying a new contact.
3. **Needs Assessment** – Theresa Lambert and Sandra Frizzell reported that the committee met on February 7th and decided to develop a survey to be sent home to all families with 2 -4 year old children to get input about their program needs. Committee members will follow-up with a phone call. The committee plans to collect data to complete the Un-Met Needs Report, due in May, and to inform the council if there is a need to design a Full Day/Full Year program for our communities. Due to school budgets being set now for the 2013-2014 school year, any changes would go into effect starting July 1 2014.

10. Audience for citizens: N/A

11. **Set next meeting Agenda:** March 26th in Hampton from 6:30 to 8:00 pm. Agenda: Approve minutes, Accept financial Reports, Program Updates, Grant/SDE Update, Tuition expenditures, Needs Assessment Committee Update, Tentative Approval of Substitute Teacher clause in the Council's Policies for Programs,
12. **Adjournment:** Motion to adjourn at 8:07 pm by Leahbeth Scandura and seconded by Theresa Lambert. Motion passed unanimously. There were no abstentions.

Respectfully submitted,
Sandra Frizzell
Hampton and Scotland School Readiness Coordinator