

Hampton and Scotland School Readiness Council
Tuesday March 29, 2016 Scotland Elementary School
Meeting Minutes

Attendance: Joy Becker, Cathy Pinsonneault, Melanie Smith-Cervera, Ann Gruenberg, Mary Geragotelis, Scott Sears, Andrea Lavery, Candace Morell, Geri White, Clare D'Appollonio, Frank Baran, Allison O'Connor

- 1) **Call to order:** Scott Sears called meeting to order at 6:55pm
- 2) **Audience for citizens:** NONE
- 3) **Update agenda as needed:** Melanie would like to add a topic under the SR Liaison Report to update council on CSR liaison meeting.
- 4) **Approval of January 26, 2016 meeting minutes:** Ann Gruenberg motioned to approve meeting minutes from 1/26/16 Geri White seconded. Motion passed unanimously. No abstentions.
- 5) **Acceptance of financial reports**
 - a. **Hampton:** Andrea will check into the charts-a-course column. Motion to accept Hampton's financial report was made by Geri White and seconded by Clare D'Appollonio. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Cathy reported the parent activities funds are used to support parent events. Motion to accept Scotland's financial report was made by Clare D'Appollonio and seconded by Geri White. Motion passed unanimously. No abstentions.
- 6) **Program updates:**

Hampton: Andrea reported 13 spaces are filled. Preschool screening is set for Wednesday 4/27/16. Parent conferences were held in March. The Lions Club vision screening was a big success and went very well. Staff are continuing PD. Handout of update provided.

Scotland: Cathy reported the Lions Club vision screening is coming at the same time as the pre-k screening on 4/27/16. April 1st the preschool will visit the K classroom. Field trips coming up to Southwick Zoo. Staff continuing PD. Handout of update provided. 18 spaces filled.
- 7) **SR Liaison Report**
 - a. Update on SR RFP: SR RFP's were submitted by Hampton Elementary School and Scotland Elementary School. A reader review panel has been formed and will review/score both RFP's with a recommendation made to the council for a vote at our April meeting. The QE RFP was submitted by EASTCONN to facilitate Kelly Jo Wilson returning to provide an observation, full day PD and coaching sessions via webinar for teachers in both schools as a follow up from last year's session on the Pyramid Model. Monday the 7th to observe and 11/8/16 to do full PD. Melanie will look into booking a space at EASTCONN. Discussed inviting Chaplin Elementary School to the PD this year like we did last year and split the cost 3 ways for the PD. Classroom materials to be included and children's literature for social emotional development to be added to grant.
 - b. CSR Liaison Meeting update: Supplemental CT ELDS documents are being rolled out in April. Assessment system will be piloted in spring of 2017. The new ECIS is starting and programs' data will be inputted by the RDD data submitted in the fall. Programs will receive information on how to log into system to update and make changes as necessary. The sliding fee scale will not be ready for this year. All programs must use the name given to them by CCAC when submitting information. For our programs it is Hampton BOE at Hampton Elementary School and Scotland BOE at Scotland Elementary School.
- 8.) **New Business**
 - a. Introduction of new Scotland Superintendent: Welcomed Frank Baran, who worked previously for Woodstock Public Schools
 - b. SRC policies review and discussion: non-resident policy must be added to current policies. These policies will need to be submitted with RFP. Reviewed By-Laws with edits. Ann Gruenberg motioned to accept the by-laws, seconded by Candace Morell. Motion passed unanimously, no abstentions. SRC Policies were reviewed. Melanie will cross reference policies with OEC policies, add the non-resident policy and make any adjustments to the policies as needed to be voted on at the April meeting.

9) Old Business

a. QE parent night event planning: discussed social emotional activities to bring to an end of year parent event. Discussed asking Terry Suprenaut to do a “booth” with an engaging social emotional musical event. Hampton has a block party at end of year they would like to this to and Scotland can add this to the field day to promote social emotional development. Create a flyer to handout regarding SR and that the booth is sponsored by the QE grant of SR.

b. Discuss council survey results and how to proceed: reviewed results and discussed how to get more parents involved and understand more about School Readiness, could be handout at pre-k screening to explain the purpose. Can we use websites to promote things? Facebook page might be another venue to get information out on SR. Explore looking into working with Windham to increase circle of SR. Communication is needed to help get information out about SR and its purpose

c. Membership review: new member added, Becky Bailey, registered nurse from Backus Hospital

d. By-laws draft review and discussion: completed under new business (b.)

10) Audience for citizens: NONE

11) Set next meeting Agenda: QE update on parent event, SR RFP recommendations and vote,

13) Adjournment: Motion to adjourn at 8:09 pm by Clare D’Appollonio and seconded by Geri White. Motion passed unanimously. No abstentions.

Next Meeting: April 26, 2016 at Hampton Elementary School 6:45-8:15 pm

Respectfully submitted by Melanie Smith-Cervera, Hampton and Scotland School Readiness Liaison
These minutes are unofficial until approved at the next School Readiness Council Meeting