

Hampton and Scotland School Readiness Council

Tuesday, January 24, 2012

Hampton Elementary School

Meeting Minutes

Attendance: Paul Blackstone, Allan Cahill, Maryellen Donnelly, Ann Gruenberg (6:58), Suzanne LaFleur, Theresa Lambert, Gale Lockland, Laurie Savino, Leahbeth Scandura, Scott Sears, Chrissy Stone, Geri White, Marsha Willhoit
Staff: Sandra Frizzell

1. **Call to order:** By Suzanne LaFleur at 6:35 pm; Introductions were made around the table for the benefit of new council member, Scott Sears.
2. **Audience for citizens:** n/a
3. **Update agenda as needed:** n/a
4. **Approval of November 29, 2011 meeting minutes:** Motion to approve meeting minutes from 11/29/2011 was made by Theresa Lambert and seconded by Paul Blackstone. Motion passed unanimously. Maryellen Donnelly, Gale Lockland and Scott Sears abstained.
5. **Acceptance of financial reports**
 - a. **Hampton:** Motion to accept Hampton's November and December 2011 financial report was made by Maryellen Donnelly and seconded by Geri White. There was no discussion. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Motion to accept Scotland's November and December 2011 financial report was made by Gale Lockland and seconded by Paul Blackstone. There was no discussion. Motion passed unanimously. No abstentions.
6. **Program updates:** Chrissy Stone added that she recently had two new students start in her classroom. Hampton Pre-K started a new Home-School connection activity: Students take home themed backpacks with books and activities for their family to do for 3 - 4 days at a time. She also highlighted that her students completed a Family traditions pictograph which is on display in the hallway. Paul Blackstone added that Scotland Preschool and Kindergarten submitted their NAEYC Annual Report.
7. **Grant/SDE update:** As presented. Sandra Frizzell highlighted a few of the items listed on report. There were no additional questions.
8. **New Business**
 - a. **Tuition expenditures:**
 1. **Hampton:** Maryellen Donnelly made a motion to approve spending up to \$22,000 for staffing benefits and related services. Geri White seconded the motion. Discussion: Marsha Willhoit reviewed the need to fund a half time aide with benefits and additional Occupational Therapy and Physical Therapy services. Motion passed unanimously with no abstentions.
 2. **Scotland:** None at this time.
 - b. **Appoint a Transition to Kindergarten Committee:**
 - Chrissy Stone
 - Mary Geragotelis
 - Maryellen Donnelly
 - Theresa Lambert
 - Paul Blackstone
 - Marsha Willhoit or Paul Graseck
 - Ann Gruenberg (alternate, if needed)Sandra Frizzell will convene a first meeting using email.

9. Old Business

- a. **Council membership:** See attached.
- b. **Strategic Plan:** See attached.
- c. **Committee Updates**
 1. **Hampton Ad-Hoc Playscape Committee:** Has not met.
 2. **Scotland Ad-Hoc Playscape Committee:** Has not met. Work is on hold while plans and fundraising are completed for Elementary School playscape.
 3. **School Readiness Brochure:** An insert will be used for changing information specific to each program.
 4. **Communications:** Preschool Screening will be posted in local publications for each school.
 5. **Needs Assessment Committee:** Sandra Frizzell will send out draft Needs Assessment Surveys for committee approval. Surveys will be mailed out in February and results will be shared at March meeting.

10. Audience for citizens: n/a

11. Next meeting agenda: February 28th @ Scotland School 6:30 - 8:00 pm
Usual reports and updates; Tuition expenditures; Strategic Plan; Review and draft updates for Policies for Programs.

12. Adjournment: At 8:00 pm, Motion to adjourn made by Laurie Savino and seconded by Leahbeth Scandura. Motion passed unanimously. No abstentions.

Respectfully submitted,
Sandra Frizzell
Hampton and Scotland School Readiness Coordinator