

Hampton and Scotland School Readiness Council

Minutes

Wednesday, February 9, 2011

Hampton Elementary School

Attendance: Maryellen Donnelly, Mary Geragotelis, Ann Gruenberg (7:05 pm), Suzanne LaFleur, Laurie Savino, Geri White, Marsha Willhoit,

Staff: Sandra Frizzell

1. **Call to order:** By Suzanne LaFleur at 7:05 pm.
2. **Audience for citizens:** n/a
3. **Update agenda as needed:** n/a
4. **Approval of January 11, 2011 meeting minutes:** Motion to approve meeting minutes from 01/11/10 was made by Marsha Willhoit, seconded by Ann Gruenberg. No discussion. Motion passed unanimously. Laurie Savino abstained.
5. **Acceptance of financial reports**
 - a. **Hampton:** Ann Gruenberg moved to accept the Hampton monthly financial reports, motion seconded by Laurie Savino. Discussion: Maryellen Donnelly asked for clarification about the SRC's responsibility regarding the financial reports. She asked for a tutorial to help understand the different formats of each report. Marsha suggested Sally Lehoux could help. Motion passed unanimously. No abstentions.
 - b. **Scotland:** Marsha Willhoit moved to accept the Scotland monthly financial reports, motion seconded by Ann Gruenberg. No discussion. Motion passed unanimously. No abstentions.
6. **Program updates:** A review took place while waiting for a quorum. Marsha Willhoit provided copies of the Hampton Program Update. There were no additional questions or comments.
7. **Grant/SDE update:** A review took place while waiting for a quorum. Sandra Frizzell added that the RFP for the next School Readiness Grant was received. A sub-committee will be necessary. A request for volunteers will go out to SRC members via email.
8. **New Business**
 - a. **Tuition expenditures:** None at this time.
 - b. **Kindergarten Transition Survey:** Options were discussed and it was decided that a paper survey will be distributed to obtain feedback from parents/guardians of current kindergarten students about the transition to kindergarten. Surveys will go out in February. There will be a drawing for a gift card for each family that returns the survey. Results will be shared with the SRC at the April meeting.
9. **Old Business:**
 - a. **Committee Updates**
 1. **Un-met Needs-Approve reports for submission to SDE:** These reports were reviewed while waiting for a quorum. These committees have completed their responsibilities. Thank you Marsha Willhoit, Suzanne LaFleur, Paul Blackstone and Leahbeth Scandura
 2. **Ad-Hoc Playscape Committee:** The Hampton committee met on February 3rd and will meet again on February 24th. Information is being gathered from projects completed in surrounding communities. The Scotland committee is still forming. Information the Hampton committee gathers will be shared with Scotland too.
 3. **Other:**

Grant writing committee: An email will be sent to solicit volunteers to be on this committee. Mary Geragotelis and Suzanne LaFleur have volunteered to help. Marsha Willhoit and Paul Blackstone will be on this committee. At least one more volunteer from each town is desired.

SRC Flyer Committee: Ann Gruenberg will try to convene this committee during March. The goal is to have a flyer ready for distribution for April (SRC will not meet in March).
10. **Audience for citizens:** n/a
11. **Set next meeting agenda**

*Usual report and Updates	*SRC Flyer	*Transition to Kindergarten Survey Results
*Grant Writing Update	*Needs Assessment Comm.	*Ad-Hoc Playscape Committees' Updates
12. **Adjournment:** 7:40 pm. Motion to adjourn made by Marsha Willhoit, seconded by Laurie Savino. 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