



City of Bristol
Bristol Early Childhood Collaborative
INFORMATION TO ACCESS THIS MEETING
Join Zoom Meeting

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Meeting ID: 852 1033 3475
Passcode: 053493

Ladies and Gentlemen:

The regular Bristol Early Childhood Collaborative meeting will be held on Wednesday, May 6, 2026, at 12:00 PM in Meeting Room 2 at Bristol Public Library, 5 High Street, Bristol, CT.

1. Call to Order, Welcome and Introductions
2. Approval of Minutes
 - a. Regular Meeting - April 1, 2026
3. Committee Reports
 - a. Program Quality
 - b. Health and Wellness
 - c. Governance
 - d. Community Outreach
 - e. Special Education Hub
 - f. Transition to Kindergarten
4. Bristol Early Childhood Collaborative Liaison/Staff Report
 - a. Office of Early Childhood and Shine Updates

- i. Approve FY2026 Quality Enhancement Budget and Activities
- b. Local Updates
- c. Parent Ambassadors Updates
- 5. Local Needs Assessment
 - a. Review LNA Framework
 - i. Table 7. Additional Supports for Children and Families
 - ii. Table 8. LGP Structure
- 6. Resignations
- 7. Appointments
- 8. New Business
- 9. Old Business
- 10. Community Sharing
- 11. Next meeting date June 3, 2026 at the Library and on Zoom
- 12. Adjournment

PER ORDER OF THE CHAIRPERSONS, Maegan Adams and Sandra Godin

Bristol Early Childhood Collaborative
Regular Meeting
April 1, 2026

The regular meeting of the Early Childhood Collaborative (BECC), formerly School Readiness Council was held on April 1, 2026 on the Zoom Meeting Platform, and called to order by Co-Chair Sandra Godin at 12:03 PM.

Present: Janelle Cintolo, Stephanie Daniele, Yesenia Fuentes, Cecilia Garay, Sandra Godin, Cristina Gutierrez, Michelle Herens, Peter Kelley, Donna Koser, Susan Adeife Lee, Liz McGuire, Melissa Mendez, Brenda Moore, Valerie Pelletier, Kara Singleton, Claire Strillacci, Whitney Shufelt, Courtney Sugarman

Absent: Maegan Adams, Michelle Fangiullo, Amber Lipscomb, Zach Maher, Kaitlyn Rondeau

Also Present: Donna Osuch, Jennifer St. John

- **Welcome and Introductions:**
- **Approval of Bristol Early Childhood Collaborative Meeting Minutes held March 4, 2026:**
 - ***Motion by BECC member Yesenia Fuentes and seconded by Susan Lee, it was a unanimous vote to approve the minutes of the regular Bristol Early Childhood Collaborative Minutes held March 4, 2026.***
- **Committee Updates:**
 - Program Quality – Michelle Fangiullo
 - Programs discussed staffing and enrollment – a few preschool openings at Bristol Child Development Center and 12 at Imagine Nation
 - Office of Early Childhood visiting Bristol sites April 22
 - Rest of updates shared during Liaison report
 - Next meeting is April 8 at 1:30 at Imagine Nation and on Zoom
 - Health and Wellness Committee – Maegan Adams and Stephanie Daniele
 - Family Fun Day will include a food and clothing drive for distribution at a later date
 - WIC and BECC will be at the Farmers Market August 8 for Community Baby Shower
 - Fire prevention video has been delayed to summer when FF Hayden and Molly will be at the Library
 - Next meeting is April 14 at 2:00 at City Hall Room 1-3 and on Zoom
 - Governance – TBD – no report
 - Community Outreach – Jennifer St. John
 - Dinosaur program by Rolling Video Games at the Library April 13 at 4:00
 - Elks received a grant to build a new Little Free Library at Gloria Dei and buy books; Ribbon Cutting is Saturday, May 2 at 9:30 before the regular food distribution
 - Spring Fling at the Library was very well attended with over 400 participants
 - Parent Ambassadors are doing a seed planting activity April 19 at noon
 - 4th Annual Family Fun Day is June 27 at BAIMS from 11:00-2:00 with rain date 6/28
 - Next meeting is April 16, 2026 at 4:00 on Zoom

- Special Education Hub – Jennifer St. John
 - Committee is holding Special Education Advocacy Night for a second time, on April 2 at 6:00 the Library
 - Next meeting is April 6, 2026 at 4:00 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - Kindergarten registration opened February 1st – please tell everyone to register now
 - CT passed legislation that makes the Kindergarten waiver optional for districts this year and eliminates it next year; Bristol eliminated waiver this year
 - Next meeting is April 20 at 3 :45 on Zoom
- **Bristol Early Childhood Collaborative Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and Shine Early Learning Updates
 - Members reviewed and approved Letter of Agreement; Donna will send to each organization
 - Lots of trainings for the Local Needs Assessment happening
 - Early Start CT programs have not received their 8% increase in funding, from October 2025
 - No update on Quality Enhancement funding or timeline
 - Shine report for Q3 due April 30
 - Shine took over Fiduciary role for a community due to non-compliance
 - Legislative update:
 - Need advocacy to keep Early Childhood Endowment funded
 - Need additional funding to help move families off Care4Kids wait list
 - Early Childhood Advocacy Day is next Wednesday, April 8, at the Capitol
 - Local Updates
 - Parent Trust Fund collaborative grant to current grantees (FRC) is resulting in advocacy training May 14, 21 and 28 at Imagine Nation. Registration required
 - We have ordered a number of items for giveaways with new logo
 - Most of this report done during Community Outreach report
 - Parent Ambassador Updates
 - Snack and Chat events to connect parents with each other were well-received on the topics of screen time and vision with Dr. Bartles, vision boarding, fairy tale and read-aloud dress up, and Kindergarten readiness
- **Local Needs Assessment (LNA):**
 - Members reviewed Local Needs Assessment documents and timeline
 - Members moved into breakout groups to review and comment on the first table in the LNA Framework, Children and Family Characteristics. Observations include:
 - Some data seems incorrect, i.e., McKinney-Vento homeless data for children under 6
 - Questions about the number of Bristol births
 - Note that Census data from 2020 would reflect different circumstances from now
 - Urdu is third highest speaking language in Bristol now
- **Resignations:** none

- **Appointments:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - The library shared that they're getting ready for the Summer Reading Program
 - Donna K shared that 860Gives is happening now to support United Way
- **Adjournment:** Meeting was adjourned at 1:19 PM

Next regular meeting: May 6, 2026 at Bristol Public Library and on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison

Health and Wellness Committee Notes

April 14th, 2026

On Zoom

Present: Donna Osuch, Jennifer St. John, Stephanie Daniele, Kaitlyn Rondeau (Berardinelli), Barbara Lozier, Donna Koser, Michele Herens, Cristina Gutierrez, Lauren Kittle

** Meeting was moved to zoom this month due to school break!

Welcome and introductions:

Update Health & Wellness committee goals, priorities, and activities:

- Lauren/Michelle gave updates CAPTA data and substance exposure during pregnancy data
 - Lauren explained how their data platform has changed over the years and that now it is broken down by if you have a family care plan. In the past it was an automatic DCF referral if you did not have one while exposed to a substance during your pregnancy
 - Lauren explained how to read the charts and explained that on the drug use charts Poly Substance is 2 or more mixed stimulants on top of what else was noted (80.9 is part poly substance and part cannabis)
 - Lauren will share Sepi-CT sites (Substance Exposed Pregnancy Initiative of CT)
 - Lauren will share out the links to the date to be used for the Local Needs Assessment
- Michelle discussed how BH just lost their social worker so the I&d nurses are adding that onto their things to do
- Jenn gave recap from new homeless prevention program “Reinstitute”
 - Deadline to go “Live” is June 12th, and be sustainable by mid July
 - Redetermination will begin early May, with a goal of 20+ families to be on the Re!nstitute plan by then
 - Families registered will no longer be listed in HMIS (Homeless Management Information System)
- Jenn announced a small PreK community closet has started at Edgewood in her office if there are needs
- Jenn announced how BECC did a pop up event with Bristol Parks Youth and Community Services today at Paige Park to spread awareness of Child Abuse Prevention Month
- Backpack program will continue during the summer months at Image Nation, and both BCDC helping roughly 25 families
- BECC will partner with WIC at the farmers market on August 8th to host a Community Baby Shower- to invite other agencies that day
- Jenn announced Family Fun Day will be Saturday June 27th, with a rain date of Sunday June 28th. A clothing drive and food drive will take place at the event, to then distribute the clothing items at a later date as a “Back to School” disbursement
 - DCF and UW would like flyers for FFD so they can attend
- Barbara- Dental Hygienists appreciation week is this week
- The parent ambassadors are hosting a seed planting event for children on Sunday April 19th from 12-2 at Rockwell Park
- Wellness Wednesdays – Send any relevant information to Jennifer for posting
- Michelle H discussed how the hospital has started planning a support group for new parents, will invite BECC when they are ready to go
- Jenn discussed how a poll created on the social media page has been an easy way to gather data and will be utilized daily going forward for the Local Needs Assessment

Next steps:

- **Share and promote the LNA polls that are being created on social media**
- **Connect with other local agencies to invite to community baby shower**

Next meeting is Tuesday, May 12th at 2:00, meeting room 1-3 and on Zoom.

Respectfully Submitted,
Jennifer St. John

BECC Outreach Committee
April 23rd 2026 - 4pm on ZOOM

Attendance: Maegan Adams, Yesenia Fuentes, Donna Osuch and Jennifer St. John, Donna Koser, Stephanie Daniele, Cristina Gutierrez, Dulce Bravo-Maritzer, Janelle Cintolo

Start up: After welcome and introductions, Introduced Cristina Gutierrez as new Co Chair

Community Outreach:

- BECC will be at farmers market every other Saturday
- Will have table/tent at Music in the Park every Tuesday
- Will be walking in Forestville Memorial Day Parade- All are welcome
- Will be actively doing surveys in community to help with Local Needs Assessment

Rebranding:

- New Logo has been developed and Merch is coming in. Still waiting on table cloths from Primo Press
- New Website is under construction. Using same firm that we used for the logo

Subcommittee Updates:

- **Family Fun Day 2026** – Saturday June 27th/ rain date June 28th
 - Looking for more vendors, have enough for sponsors at the moment (wheeler, Farmers Market, Bethel, McDonalds plus BECC funds)

Brainstorm how to reach families:

- Parent Council will be put on hold until the fall
- Everyone who would like to table at grocery stores, please send available late summer/Fall weekend dates to Jenn so we can start scheduling at stores

Parent Ambassadors: Welcome to our 4th parent ambassador Janelle Cintolo

- Snack and Chat- Reviewed the 4 part series, well attended for the most part. Parents seemed to like the “events” more than the educational ones
- Seed Planting event- Went GREAT! Lots of families came to the park specifically for the event

Upcoming Meeting Dates: Meeting will return to morning for July and then back to late afternoon for school year

- July 16, 2026 at 10:00am

- October 15, 2026 at 4:00pm

Special Education Hub Meeting Minutes

April 6, 2026

4:00pm- 5:00pm

Meeting Attendance: Donna Osuch, Jennifer St. John, Kevin Dailey, Cristina Gutierrez, Maegan Adams

Advocacy Night

- Held on Tuesday 4/2- Event was still not widely attended. Kevin agreed that if Dr Martino would like to do a webinar, we could film and then share out throughout the school year.

Parent Ambassador Update

- Snack and Chat series went well. Several returning families throughout each event

Family Fun Day

- Saturday June 27 11-2, Rain date Sunday June 28
 - Kevin to volunteer at table for Special Education during FFD
- Still looking for vendors, please share with anyone you think is relevant
- Waiting on Megan Riley to share special education contacts to invite

Sparkler

- Kevin stated PATH is looking into working with Sparkler, has a training to attend and will report back if that is the platform that was mentioned

Social Media

- Sent flyer for Special Ed event to BPS to share
- Group was reminded to share any special education content onto the Facebook page or email it to jenniferstjohn@bristolct.gov

Next Meeting Monday May 4th at 4pm on zoom

LGP Name	Bristol LGP	\$28,029.44
QE Amount Awarded	\$28,029.44	May 1, 2026 - June 30, 2027
Direct Expenses		Fully Executed Subcontract Amendment and approved QE application - 6/30/2027
51000: Salaries		
5101	Staff Salaries & Wages	\$ -
5102	Overtime	
5103	Non-Routine Comp. (specify in narrative)	
Total Salaries		\$ -
5200: Fringe Benefits		
5300: Contractual Services		
5301	Medical Professional	
5302	Behavioral Health Professional	
5303	Contracted Workers - Non-Payroll	
5304	Other Contractual (specify in narrative)	
Total Contractual Services		\$ -
5400: Transportation		
5401	Staff Travel Reimbursement	
5402	Vehicle Leases	
5403	Vehicle Maintenance	
5404	Other Transportation (specify in narrative)	
Total Transportation		\$ -
5500: Materials and Supplies		
5501	Food	\$ 1,000.00
5502	Lab and Medical Supplies	
5503	Equipment (Less than \$5,000)	
5504	Other Mtrls and Sppls (specify in narrative)	\$ 6,529.44
Total Materials/Supplies		\$ 7,529.44
5600: Facilities		
5601	Rent and Real Estate Taxes	
5602	Security	
5603	Maintenance & Repair - Facility and Plant	
5604	Utilities	
5605	Other Facilities (specify in narrative)	
Total Facilities		\$ -
5700: Capital Expenses (>\$5,000)		
5701	Capital Equipment	
5702	Depreciation	
5703	Other Capital (specify in narrative)	
Total Capital Expenses		\$ -
5800: Other Expenses		
5801	Communications	
5802	Insurance	
5803	Housekeeping	
5804	Staff Training and Conferences	\$ 10,000.00
5805	Drug Testing	

5806 Other (specify in narrative)	\$	5,500.00
Total Other Expenses	\$	15,500.00
5900: Client Supports		
5901 Transportation		
5902 Nutrition/Food Vouchers		
5903 Education		
5904 Housing		
5905 Personel Items		
5906 Other Client Supports (specify in narrative)	\$	5,000.00
Total Client Supports	\$	5,000.00
Total Direct Expenses	\$	28,029.44
Grand Total	\$	28,029.44

Budget Narrative

SFY 2026

Personnel

Salary

Fringe

OTPS

Contractual Services

Transportation

[(5501) Food for meetings/activities = \$1,000] + [(5504) Program Supplies: Library \$4,000 + Parent Ambassador activities \$1,529.44 + FRC Child Care \$1,000 = \$6,529.44] = \$7,529.44

Materials & Supplies

Facilities

Capital Expenses (>\$5,000)

[(5804) Professional Development & Training = \$10,000] + [(5806) Parent Powered text platform = \$5,500] = \$15,500
(5906) Family and parent support services = \$5,000

Other Expenses

Client Supports