



City of Bristol
Bristol Early Childhood Collaborative
INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/85210333475?pwd=YkmtwacbS5vXLCphB5CPvTefsSkohd.1>

Meeting ID: 852 1033 3475
Passcode: 053493

Ladies and Gentlemen:

The regular Bristol Early Childhood Collaborative meeting will be held on Wednesday, June 3, 2026, at 12:00 in Meeting Room 2 at the Bristol Public Library, 5 High Street, Bristol, CT.

1. Call to Order, Welcome and Introductions
2. Approval of Minutes
 - a. Regular Meeting - May 6, 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
 - b. Local Updates
 - c. Parent Ambassador Updates

5. Local Needs Assessment (LNA)
 - a. Review LNA Framework
6. Resignations
7. Appointments
8. New Business
9. Old Business
10. Community Sharing
11. Next meeting date September 2, 2026, at the Library and Zoom
12. Adjournment

PER ORDER OF THE CHAIRPERSONS, Maegan Adams and Sandra Godin

**Bristol Early Childhood Collaborative
Regular Meeting
May 6, 2026**

The regular meeting of the Early Childhood Collaborative (BECC), formerly School Readiness Council was held on May 6, 2026, at the Bristol Public Library and on the Zoom Meeting Platform, and called to order by Co-Chair Maegan Adams at 12:16 PM.

A recording of this meeting is at: <https://bristolct-gov.zoom.us/rec/share/TKwjpHQnc51-Bcw-0QSAsgQvt9eHlorfuvBLZZ8-PtYrv1I3CWp7MRS-W9e16Abs.JivEjmFoS6Z2z0th>

Passcode: k8=U04%%

Present: Maegan Adams, Kaitlyn Berardinelli, Stephanie Daniele, Michelle Fangiullo, Yesenia Fuentes, Cecilia Garay, Cristina Gutierrez, Michelle Herens, Donna Koser, Susan Adeife Lee, Amber Lipscomb, Zach Maher, Liz McGuire, Melissa Mendez, Valerie Pelletier, Kara Singleton, Whitney Shufelt

Absent: Janelle Cintolo, Sandra Godin, Peter Kelley, Brenda Moore, Claire Strillacci, Courtney Sugarman

Also Present: Chris Badenhop, Allison Cusano, Zanetah Trotman, Donna Osuch, Jennifer St. John

- **Welcome and Introductions:**
- **Approval of Bristol Early Childhood Collaborative Meeting Minutes held April 1, 2026:**
 - *Motion by BECC member Michelle Herens and seconded by Stephanie Daniele, it was a unanimous vote to approve the minutes of the regular Bristol Early Childhood Collaborative Minutes held April 1, 2026.*
- **Committee Updates:**
 - Program Quality – Michelle Fangiullo
 - Programs discussed staffing and enrollment – a few preschool openings at Bristol Child Development Center and 8 at Imagine Nation
 - Edgewood at Giamatti's last day of classes is June 12
 - Office of Early Childhood visited BCDC, Imagine Nation and Edgewood April 22
 - Rest of updates shared during Liaison report
 - Next meeting is May 13 at 1:30 at BCDC and on Zoom
 - Health and Wellness Committee – Maegan Adams and Stephanie Daniele
 - Lauren Kittle from DCF shared data about substance exposure during pregnancy, and committee held lengthy discussion
 - WIC and BECC will be at the Farmers Market August 8 for Community Baby Shower
 - Next meeting is May 12 at 2:00 at City Hall Room 1-3 and on Zoom
- Governance – TBD – no report
- Community Outreach – Jennifer St. John
 - BECC will have a table and tent at Music in the Park every Tuesday this summer
 - McDonald's fundraiser is May 12 from 4:00-7:00 at Farmington Ave McDonald's
 - 4th Annual Family Fun Day is June 27 at BAIMS from 11:00-2:00 with rain date 6/28
 - Next meeting is July 16, 2026 at 10:00 on Zoom

- Special Education Hub – Jennifer St. John
 - Committee is hosting Special Education Advocacy webinar on Zoom, on May 18 from 6:00-7:00, and Kevin will edit for sharing online
 - Next meetings are May 4 and June 1, 2026 at 4:00 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - Kindergarten registration opened February 1st – please tell everyone to register now
 - 230 children were registered as of May 1st, which is about 15 less than last year at this time; with the Kindergarten age change, the numbers might be on target
 - Parent Orientation is May 28 at most schools and June 3 at Stafford, and committee is compiling materials to distribute to parents
 - Next meeting is May 18 at 3:45 on Zoom
- **Bristol Early Childhood Collaborative Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and Shine Early Learning Updates
 - Quality Enhancement proposal was due April 17, and we had only 2-week turnaround; programs provided suggestions, and rest of budget was kept similar to past years
 - ***Motion by BECC member Amber Lipscomb and seconded by Whitney Shufelt, it was a unanimous vote to approve the Quality Enhancement budget of \$28,029.44 submitted to Shine for activities July 1, 2025 – June 30, 2027***
 - Donna thanked members who had signed their Letter of Agreement; most are done
 - Lots of trainings for the Local Needs Assessment happening
 - Shine report for Q3 was submitted before April 30
 - Care4Kids child care subsidy program is going paperless by January 2027
 - Legislative update:
 - Approximately \$300 million will go into Early Childhood Endowment
 - Local Updates
 - Parent Trust Fund collaborative grant to current grantees (FRC) is resulting in advocacy training May 14, 21 and 28 at Imagine Nation
 - We have ordered a number of items for giveaways with new logo
 - New Little Free Library opened at Gloria Dei Church May 2 in conjunction with food distribution
 - Parent Ambassador Updates
 - Seed planting activity for Earth Day was well-received
 - Family Fun Day is June 27
 - Too much going on this spring, and only one parent registered for the Parent Council, so waiting until fall to start
- **Local Needs Assessment (LNA):**
 - Members walked around the room, or responded via a google doc, to Table 8: LGP Structure of the LNA Framework
- **Resignations:** none

- **Appointments:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - Family Fun Day is June 27 with vendors and touch-a-truck; want more vendors
- **Adjournment:** Meeting was adjourned at 1:14 PM

Next regular meeting: June 3, 2026 at Bristol Public Library and on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison

Program Quality
Wednesday, May 13, 2026

Present: Maegan Adams, Renee Dailey, Sarah Ethier, Michelle Fangiullo, Laurie Nadeau, Donna Osuch, Jennifer St. John, Courtney Sugarman, Pam Testa

Absent: Val Pelletier

Welcome and set agenda:

Staffing and enrollment update:

- **Staffing:**
 - BCDC Burlington Ave. needs 1 assistant teacher and building subs in the fall
 - BCDC West St. needs 1 assistant teacher
 - BOE – 7 teachers received a pink slip
 - INMELC terminated 2 Monday and need 1 assistant teacher and 1 sub; infant teacher gave 5 weeks' notice
- **Enrollment:**
 - BCDC has 4 preschool openings at West St.
 - BOE is full in current space
 - INMELC has 10 preschool openings
- **Not moving to Kindergarten this fall:**
 - BCDC Burlington Ave. will keep 10 children
 - BCDC West St. will keep 13 children
 - INMELC will keep 20 children

Edgewood/Giamatti update:

- June 12 will be the last date of school (earlier than rest of district), and classes will move to Greene-Hills for next year
- Courtney asking for additional classroom(s) to accommodate loss of waiver

OEC and statewide updates:

- **OEC provider meetings** – nobody attended from Bristol
 - Concerned that licensing specialists are all different and interpreting regulations differently than in the past and from other specialists
- **OEC site visit debrief** – April 22, from 9:00-12:00
- **Accreditation memo** – Donna emailed it 5/11
- **Stabilization grants** – still no details about how funds will be distributed
- **ECE Reporter** – May reports due by 6/12, and June reports due by 7/10

Local updates:

- Time to register for Kindergarten! Please share with families
- Upcoming events:
 - Parent Advocacy Training series 5/14, 5/21, 5/28
 - Special Education webinar 5/18 at 6:00
 - Forestville Memorial Day Parade 5/24
 - Farmers Market Opening Day 6/20 (and 7/18, 8/8, 8/22, 9/5, 9/19, 10/3, 11/14)
 - Summer Concert Series 6/23 – 8/11

- 4th Annual Family Fun Day June 27 with rain date of June 28
 - Children's clothing drive drop off
- New Little Free Library at Gloria Dei Church

Shared Professional Development?

- Discussion about sharing some PD:
- BCDC and INMELC have same week off for PD, August 24-28
- Maybe offer training for infant/toddler staff, Peg Oliveira, for a day

Legislative update:

- Slides from CTECA:
<file:///C:/Users/Donnaosuch/Downloads/2026%20End%20of%20Session%20Recap-Revised.pdf>
- HHS proposed regulations available for comment:
 - <https://www.federalregister.gov/public-inspection/2026-09382/restoring-flexibility-in-the-child-care-and-development-fund>
 - <https://www.federalregister.gov/public-inspection/2026-09383/restoring-flexibility-to-support-head-start-program-access>

Other: none

Next Meeting Date Wednesday, June 10 at 1:30 p.m. at INMELC and Zoom

- July 8, 2026 at 1:30 at BCDC and Zoom
- August 12, 2026 CANCELED
- Ask HRA to host in September or October

Respectfully Submitted,
Donna Osuch

Health and Wellness Committee Notes

May 12th, 2026

On Zoom

Present: Donna Osuch, Jennifer St. John, Stephanie Daniele, Kaitlyn Rondeau (Berardinelli), Maegan Adams, Michelle Herens

Welcome and introductions:

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

- Still waiting in data from Lauren to use for Local Needs Assessment- Donna emailed asking Lauren to email the data as promised
- Michelle discussed how BH just lost their social worker so the I&d nurses are adding that onto their things to do
- Jenn gave update on homeless prevention program “Reinstitute”
 - Deadline to go “Live” is June 12th, and be sustainable by mid July
 - Redetermination is under way with a goal of 20+ families to be on the ReInstitute
 - Donna will add question to Parent Powered/Ready 4 K texts asking about early childhood homelessness
- Cristina spoke about how BECC will have a table at the Farmers Market throughout the summer, Maegan offered for Cristina to meet wit Jo Lopez so she can show her the little chef program
 - Parent Ambassadors will hand out easy to make recipes for children based off of ingredients that can be found at the farmers market each time we table there
- 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
 - Barbara Lozier confirmed that BBHD will be able to attend, they will partner at the wic and becc tables
- Family Fun Day is June 27th, group discussed having a clothing DRIVE and a Food Drive at the event to then give back to local food partners with the backpack program
 - Jenn will make flyers to share out
- Discussed doing a Diaper Drive on July 25th at WIC- Kaitlyn to ask manager for approval
- Wellness Wednesdays – Send any relevant information to Jennifer for posting
- Michelle H will ask BH for data to share with group on birth rates

Next steps:

- **Share and promote Family Fun Day**
- **Connect with other local agencies to invite to community baby shower**

Next meeting is Tuesday, June 9th 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

May 4, 2026

4:00pm- 5:00pm

Meeting Attendance: Donna Osuch, Jennifer St. John, Cristina Gutierrez, Stephanie Daniele, Maegan Adams

Advocacy Night

- Kevin Daly and Amy Martino will be speaking for one last Parent Advocacy class on zoom this time. Scheduled for 5/18/26 at 6pm. This will be recorded so we can share out with other sites and help educate parents.

Parent Ambassador Update

- Discussed doing sensory bottles at music in the parks.
- Discussed reaching out to local barbers to partner with them for sensory friendly hair cuts for children
 - Possibly have them come to the pencil hunt

Family Fun Day

- Saturday June 27 10-1, Rain date Sunday June 28
 - Kevin to volunteer at table for Special Education during FFD
- Waiting on Megan Riley to share special education contacts to invite

Sparkler

- Kevin confirmed PATH is now working with Sparkler- BECC can offer support navigating the app if needed

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 June1st at 4pm on zoom

Transition to Kindergarten Committee

May 18, 2026

The regular meeting of the Transition to Kindergarten Committee was held May 18, 2026 on Zoom Meeting Platform and called to order by Donna Osuch.

Welcome and Introductions:

Attendees: Janelle Cintolo, Latanya Farrell, Cristina Gutierrez, Colleen Kelly, Christina Macioci, Zach Maher, Donna Osuch, Jillian Pollack, Stacy Rivoira, Jennifer St. John, Gail Zimmerman

Transition to Kindergarten Activities

- May and June activities
 - Central Registration opened for Kindergarten Registration on February 1
 - BPS students automatically registered
 - 230 children registered, which is 15 less than last year; without the waiver, the number might be approx. the same
 - Continue the process to educate PK4 parents on social media and website using videos made in 2023
 - Transition to Kindergarten media blitz
 - Invite Kindergarten teachers to visit pre-K classrooms – principals will ask if Kindergarten teachers are interested
 - Kindergarten teachers suggested that pre-K teachers could visit their classrooms
 - Pull firetruck raffle winner – committee suggested we ask Iris to help pull winners
 - Last day of school is June 25
- Kindergarten Orientation and survey:
 - Orientation will be May 28 at most schools and June 3 at Stafford
 - Master slides shared with principals
 - Parent Survey – Donna shared updated draft, and committee made several edits
 - Discussion held about incoming student screening, with concerns shared:
 - Each school will decide when it will screen students, with options at orientation, afternoon of last 3 days of school, days in August, or first couple days of school (not PD days)
- Transition of children with IEPs:
 - Ongoing team meetings about all children with IEPs and additional students
 - Survey after each meeting to make changes going forward

Update Goals

- Continue to improve transition to Kindergarten process and outcomes
- Play-based learning – Zach shared that there will be a shift in instructional minutes to allow time for intentional learning related to play next year with training in the fall

Ready4K

- 512 parents receiving texts

Next steps

- Committee to create materials for families in partnership with Central Office

Other

Next Meeting June 15, 2026 at 3:45 on Zoom