

**Bristol School Readiness Council
Regular Meeting
October 4, 2023**

- The regular meeting of the School Readiness Council was held on October 4, 2023 at the Bristol Board of Education (and on Zoom Meeting Platform) and called to order by Chairperson Eaton at 12:20 PM.

Present: Maureen Eaton, Michelle Fangiullo, Cecilia Garay, Sarah Holmes, Andrew Howe, Susan Adeife Lee, Amber Lipscomb, Alyssa McGhee, Wendy McGrath, Brenda Moore, Valerie Pelletier, Azra Redzic, Jillian Romann, Dina Schaffrick, Jennifer St. John, Courtney Sugarman, Valerie Toner

Absent: Jennifer Bilbraut, Siri Gilmore, Erin Hamilton, Donna Koser,

Also Present: Maegan Adams, Laura Carlisle, Dawn Leger, Rachael Witkewicz

- **Welcome and Introductions**
- **Appointments**
 - ***Motion by School Readiness Council member Valerie Toner and seconded by Andrew Howe, it was a unanimous vote to approve the appointments of Dina Schaffrick and Courtney Sugarman to the School Readiness Council.***
- **Approval of School Readiness Council Meeting Minutes held September 6, 2023:**
 - ***Motion by School Readiness Council member Valerie Toner and seconded by Wendy McGrath, it was a unanimous vote to approve the minutes of the School Readiness Council Minutes held September 6, 2023.***
- **CDBG Community Survey** - Dawn Leger
 - 49th year for Community Development Block Grant (CDBG)
 - Dawn conducting survey to gather community input (flyer attached - please share) before 5 year plan due next year. Priorities include:
 - o Supporting access to decent, safe and affordable housing (\$400,000 out of \$650,000)
 - o Advancing community needs (capped at 15% or approx. \$95,000)
 - o Capital improvements
 - o Economic development
 - Survey is brief, only 10 questions
 - Community Forum at Bristol Public Library October 6 and 7 from 2:00-4:00 PM
- **Committee Updates**
 - Program Quality – Maegan Adams
 - o Discussed staff and enrollment updates
 - o New CDA class at BristolWORKS! is full
 - o Discussed Office of Early Childhood updates
 - Infant toddler survey
 - Blue Ribbon Panel for Early Childhood sharing draft plan for feedback
 - COVID guidance reflects CDC, but expecting updated guidance soon
 - Received acceptance of ARPA grant after meeting
 - Annualization of hours for children with IEPs no longer required

- o Contracts being distributed
 - o Discussed updating payment processes, Ready4K, professional development opportunities and that classroom observations will start soon
 - o Next meeting is October 12 at 9:00 on Zoom
- Health Committee – Donna Osuch
 - o Mental Health Fair postponed to October 7 from 10:00-1:00 at Rockwell Park
 - o Mental Health Resource Guide is finalized
 - o Discussed COVID protocols
 - o Discussed ongoing projects:
 - Wellness Wednesdays
 - Tasty Tuesdays and working with Jessica Dorner again
 - Continuing Community Baby Showers, Seed Project, Little Read, and Senior Knitters
 - o Next meeting is October 10 at 2:00 on Zoom
- Governance – Sarah Holmes
 - o Updating bylaws and policies and requesting volunteers to help - thank you, Maureen, Dina, Jenn, Val T, Maegan and Rachael
- Community Outreach – Jennifer St. John
 - o Recent author event with reading and scavenger hunt at Page Park successful, resulting in several authors reaching out to plan additional events
 - o Polar Express will be at the Bristol Public Library on December 7, 2023 at 6:00 PM
 - o Next Family Fun Day planning meeting is Monday, October 16, 2023, at 11:30 AM
 - o Submitted reports to OEC and Rotary
 - o Have not heard yet if Bristol will receive Parent Leadership Training Institute (PLTI) grant, but started a google sign-up sheet for interested participants
 - o Next Outreach meeting is TBD
- Infant and Toddler – Maegan Adams
 - o Planning a children's winter clothing swap (B-5) on December 2, 2023, from 10:00-2:00 at Manross Library (also have the room December 1 from 3:00-5:00 for set up)
 - Still coordinating drop-off locations and flyer
 - Need volunteers
 - o Next meeting is October 17 at 1:30 on Zoom
- Transition to Kindergarten – Rachael Witkewicz
 - o Reviewed summer recap, which included:
 - Fire Truck and Police Car rides on the first day of school
 - Parent survey data. 91% of the 214 families who participated had children who attended pre-K, and 44% of the families read to their child daily
 - o Reviewed 2023-2024 timeline
 - o Talked about pulling small committee together to plan fall Dine & Discuss
 - o Discussed the positives about the transition of this year's Kindergarten students:
 - o Connecting with students ahead of time
 - o Having Kindergarten teachers be a part of the spring transition meetings and observations

- o Discussed idea to fundraise at least \$500 for each elementary school to be able to host a back-to-school event just for Kindergarteners and new students to allow students and their families opportunity to develop relationships and comfort within their new school
 - o Next meeting is October 16 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and other Updates
 - o We finally received approval for new ARPA grants for the community providers, which were submitted March 30, 2023, for one-time COVID-related infrastructure grants
 - BCDC received \$52,233
 - INMELC received \$50,126.87
 - o Governor’s Blue Ribbon Panel for Early Childhood is sharing plan with the community, and we have a liaison meeting with the Commissioner tomorrow; they present to the Governor by end of 2023
 - o Legislature changed the Kindergarten entry age from 5 on or before January 1 to September 1, beginning with the 2024 school year, and Bristol will determine its waiver process
 - o OEC hosting a virtual School Readiness Overview Session for Council Co-Chairs and members on October 17, 2023 at 2:00 (flyer attached)
 - Local Updates
 - o Donna requested that all Council members complete short demographic survey to ensure we’re reflective of community
- **Quality Enhancement Report:**
 - Funds have begun to be drawn down, but unlike prior years, we can only draw down quarterly
- **Monitoring Visits Report**
 - Programs are working hard to maintain qualified staff
 - In September,
 - o Bristol Board of Education (BOE) had 149/149 part day/part year spaces.
 - o Bristol Child Development Center (BCDC) had 101/129 full day/full year spaces filled and 49/56 CDC infant/toddler spaces filled.
 - o Imagine Nation, A Museum Early Learning Center (INMELC) had 119/119 full day/full year Pre-K spaces and 8/8 infant/toddler spaces filled.
- **Resignations:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - Jenn is on a committee to write a Parent Ambassador Handbook, so please let her know if you have ideas for the book
 - Val shared that the library has many programs running - check out the flyers and Facebook page
 - Sarah shared that the FRC Play and Learn Groups are running from 9:30-10:30 Mondays at South Side, Tuesdays at Greene-Hills, and Wednesdays at West Bristol (full). Tomorrow the home daycare support group will begin meeting at the Edgewood Pre-Kindergarten Academy

- Wendy shared the remaining professional development dates at Tunxis have openings: October 11 on social and emotional learning, and December 11 on connected classrooms
 - o Tunxis is offering free First Aid/CPR classes at BristolWORKS! October 7 and 14, and December 16, from 8:30-4:30
 - o Tunxis is also hosting the CTAEYC conference October 27-28, Friday for administrators and Saturday for everyone
- **Adjournment: Meeting was adjourned at 1:03 PM.**

Next regular meeting date: November 1, 2023 on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison